



ROCKFORD AREA SCHOOLS

INDEPENDENT SCHOOL DISTRICT 883

BOARD OF EDUCATION

A Tradition of Excellence, One Student at a Time

Agenda for March 12, 2025

6:30 PM

District Board Room

6051 Ash Street

Rockford, MN 55373

1. **CALL MEETING TO ORDER**
 - A. Pledge of Allegiance
 - B. Board Roll Call
2. **APPROVAL OF AGENDA**
3. **PUBLIC COMMENTS**
4. **CONSENT ITEMS**
 - A. Consent--Approval of Minutes 3
 - B. Consent--Personnel 14
 - C. Consent--Approval of Bills and Wire Transfers 15
 - D. Consent--Approval of Open Enrollments 32
 - E. Consent -- MOU Continuance of Agreement 33
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6. **STUDENT ACHIEVEMENT AND GROWTH**
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 - B. RHS Principal Report 40
7. **CULTURE OF COLLECTIVE PURPOSE**
 - A. NWSISD 59
 - B. Winter Policy Review Final Read 74
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 - D. Fund Balance Policies 1st read 121
8. **HEALTHY AND SUPPORTIVE ENVIRONMENT**
 - A. Staff Recognition 126
9. **STEWARDSHIP OF RESOURCES**
 - A. Post Levy Survey Results 128
 - B. Technology Report 161
10. **COMMUNITY, SCHOOL AND FAMILY PARTNERSHIP**
 - A. Resolution of Acknowledgment of Contributions/Donations 214
 - B. Facilities Committee Meeting: Wednesday, April 2, 2025 at 7:30 am virtually at Video call



ROCKFORD AREA SCHOOLS

INDEPENDENT SCHOOL DISTRICT 883 BOARD OF EDUCATION

link: <https://meet.google.com/yus-uhff-tds> Or dial: +(US) +1 470-273-8216? PIN: ?205 293 023?#.

Communications Committee Meeting: Monday, April 21, 2025 at 4:30 pm in the District Office Conference Room.

Board of Education Work Session: Monday, April 21, 2025 at 5:30 pm in the District Office Board Room.

Regular Meeting of the Board of Education: Monday, April 21, 2025 at 6:30 pm in the District Office Board Room.

C. Board Committee Updates

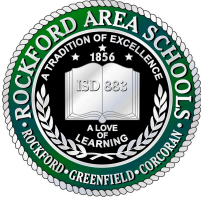
11. **ADJOURNMENT**

Our Mission: *In partnership with our communities and families, Rockford Area Schools provides challenging opportunities to engage, inspire, and educate globally-minded citizens.*

Our Vision: *Rockford Area Schools provides a supportive, rigorous, and relevant learning culture producing courageous learners prepared to enter a global society.*

Rockford Board of Education

Eric Gordee	Jessica Johnson
Jamie Hillstrom	Chris Morgan
Dr. Beth Praska	Kevin Sjodin
Superintendent Dr. Jeff Ridlehoover	



ROCKFORD AREA SCHOOLS
Independent School District 883
School Board Work Session Minutes
Wednesday, February 19, 2025

Pursuant to due call and notice, the Rockford Board of Education met in a work session on Wednesday, February 19, 2025 in the District Board Room. Jessica Johnson called the work session meeting to order at 5:30 pm. Members Gordee, Johnson, Hillstrom, Praska, and Sjodin were present. Also present was Superintendent Jeff Ridlehoover, and Administrative assistant Courtney Neibert. Member Morgan arrived at 5:38 pm.

- 25-26 School Year Calendar Revision Recommendation
- Revised SY 24-25 Budget & Enrollment Projection

Adjourned 6:26 pm

Courtney Neibert
Recorder

Jamie Hillstrom
Clerk



Independent School District #883

Regular School Board Meeting
Wednesday, February 19, 2025

Pursuant to due call and notice, the Rockford Board of Education met in a Regular School Board Meeting on Wednesday, February 19, 2025 in the District Board Room. Chair Gordee called the meeting to order at 6:30 pm. Members Gordee, Johnson, Morgan, Hillstrom, Praska, and Sjodin were present. Also present was Superintendent Jeff Ridlehoover, RMS-CES Principal Paul Warzeca, CFO Bridget Peterson, Learning & Innovation Coordinator Kathy Madson, AIPAC Liaison Perry Buffie, and Administrative Assistant Courtney Neibert.

Pledge of Allegiance

The meeting opened with the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion by Johnson seconded by Sjodin to approve the agenda. Motion passed unanimously.

PUBLIC COMMENTS

There were no public comments.

CONSENT ITEMS

Motion by Praska, seconded by Morgan to approve the consent items. Motion carried.

- **Minutes:**
 - January 22, 2025 Work Session
 - January 22, 2025 Regular Meeting

- **Personnel:**

Status	First Name	Last Name	Position	Date(s)
Rehire	Caroline	Agre	RHS ADSIS	January 21, 2025
New Hire	Jamalyn	Weege-Soland	RMS SpEd Paraprofessional	January 31, 2025
New Hire	Lindsey	Menard	RMS Nurse	February 10, 2025
New Hire	Amber	Cordova	REAMS LTS Kindergarten	February 18, 2025
New Hire	Byron	Vieau	On Call Custodian Sub	February 18, 2025
Resignation	Mary	Hurley	DO-Tach	February 14, 2025
Resignation	Cecelia	Clarke	REAMS SpEd Paraprofessional	February 28, 2025

- **Bills and Wire Transfers:**

January 2025 Disbursements Paid (listings attached):

Fund 01 General Fund	\$ 778,267.77
Fund 01 Payroll	\$ 632,902.00
Fund 01 BankWest	\$ 140,172.75
Fund 02 Food Service	\$ 306,368.16
Fund 04 Community Services	\$ 8,483.44
Fund 04 CEd-BWest/KSBank	\$ 3,272.37
Fund 06 Building Construction	\$ 1,000.00
Fund 07 Debt Redemption	\$ 500.00
Fund 21 Student Activities	\$ 5,239.67
Fund 45 OPEB Trust	\$ 0
 Total All Funds	 \$ 1,875,706.16

- **Open Enrollments:**

Resident Students Attending Other Schools

Grade	Non-Resident District	Number	Date Effective	Address Change/New Enrollment
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Non-Resident Students Attending Rockford

Grade	Resident District	Number	Date Effective	Address Change/New Enrollment
11	Buffalo Hanover Montrose	877	9/3/2024	family move--wants to stay in Rockford Schools
7	Buffalo Hanover Montrose	877	9/3/2024	family move--wants to stay in Rockford Schools
6	Osseo	279	1/6/2025	NEW ENROLLMENT--wanted schools with smaller class sizes
6	Anoka Hennepin	11	1/9/2025	NEW ENROLLMENT--interested in magnet program
4	Anoka Hennepin	11	1/9/2025	NEW ENROLLMENT--interested in magnet program
1	Anoka Hennepin	11	1/9/2025	NEW ENROLLMENT--interested in magnet program
7	Brooklyn Center	286	9/3/2024	family move--wants to stay in Rockford Schools
1	Robbinsdale	281	9/3/2024	family move--wants to stay in Rockford Schools
1	Osseo	279	1/2/2025	family move--wants to stay in Rockford Schools
10	Osseo	279	1/2/2025	family move--wants to stay in Rockford Schools

● **24-25 Teacher Seniority:**

Number	Name	First Day	File Folder	Yrs - Rockford as of December 2024	Months	Tier	Current Valid Licensure	Expiration	General Assignment
1	Sprague, Jennifer	9/8/1989	295950	32	3	4	Elementary Education (1-6)	2028	ES ADSIS Reading
2	Engelbreton, Dawn	8/31/1993	327256	31	4	4	Elementary Education (K-6) Coaching (7-12)	2025 2025	ES Grade 3
3	Ulen, Cheryl	8/31/1993	341845	31	4	4	Mathematics (7-12)	2025	HS Math
4	Merila, Julie	8/29/1994	350771	30	4	4	English/Language Arts (7-12) Coaching (7-12)	2027 2027	HS English
5	Peterson, Colleen	1/3/1995	305327	29	11	4	Developmental / Adaptive Phy Ed (PreK-12) Physical Education (K-12) Coaching (7-12) Driver and Traffic Safety (9-12)	2028 2028 2028 2028	ES Physical Education / DAPE
6	Hester, Jason	8/29/1995	352743	29	4	4	Life Sciences (7-12) Physical Education (K-12)	2028 2028	MS / HS Physical Education
7	Belanger, Amy	8/29/1995	357508	29	4	4	Specific Learning Disabilities (K-12) Mild to Moderate Mentally Hdcp (K-12)	2028 2028	MS Special Education
8	Nolby, Kristen	9/9/1996	344768	25	3	4	Elementary Education (1-6) Coaching (7-12)	2026 2026	MS Math
9	Madson, Jamie	11/18/1996	355894	28	1	4	Elementary Education (K-6) Keyboarding For Computer Application (K-8) Coaching (7-12)	2028 2028 2028	MS CIC (0.25) / STEM (0.75)
10	Mateyka, Kristine	8/31/1998	350263	26	4	4	Elementary Education (K-6) Coaching (7-12)	2029 2029	MS English

11	Biorn, Holly	8/31/1998	365795	26	4	4	Elementary Education (K-6)	2025	EXCEL Coordinator
12	Merila, Steven	8/31/1998	373040	26	4	4	Physical Sciences (Physics and Chem) (7-12)	2026	HS Science
13	Johnson, Marty	8/31/1998	377368	26	4	4	Elementary Education (1-6)	2027	ES Grade 2
14	Schneeweis, Jean	10/28/1998	288554	26	2	4	Elementary Education (K-6) Pre-Kindergarten (Pre-K)	2029 2029	ES Title Reading
15	Hendrickson, Jan	4/12/1999	311670	25	8	4	English/Language Arts (7-12) Specific Learning Disabilities (K-12)	2028 2028	MS English
16	Sarsland, Corina	8/30/1999	343208	25	4	4	Life Sciences (7-12) Coaching (7-12) Principal (K-12)	2028 2028 2026	MS Science
17	Wilts, Bonnie	8/30/1999	357434	25	4	4	Elementary Education (1-6) Coaching (7-12)	2025 2025	MS Social Studies
18	Roelofs, Joel	8/30/1999	375615	25	3	4	Coaching (7-12) Health (5-12) Driver and Traffic Safety (7-12) Physical Education (K-12)	2028 2028 2028 2028	MS PE/Health
19	Tauber, Michael	8/30/1999	381683	25	3	4	Social Studies (7-12)	2027	HS Social Studies
20	Sanner, Tracy	8/30/1999	383135	25	3	4	English/Language Arts (7-12) Emotional Behavior Disorders (K-12)	2027 2027	MS Special Education
21	Eliason, Darren	8/28/2000	383855	24	4	4	Vocal and Classroom Music (K-12) Principal (K-12)	2027 2026	ES CIC (0.5) / Music (0.5)
22	Neff, Kevin	8/28/2000	385556	24	4	4	Elementary Education (1-6) Keyboard For Computer Application (K-8) Mathematics (5-8)	2028 2028 2028	TOSA Tech Integrationist
23	Koste, Anne	8/28/2000	386982	24	4	4	Elementary Education (1-6)	2028	ES Grade 1
24	Klukas-Weber, Cheri	8/27/2002	352919	22	4	4	Visual Arts (K-12)	2027	ES/HS Art
25	Young, Caroline	8/27/2002	394274	22	4	4	Social Studies (5-12)	2028	HS Social Studies
26	Wirth, Molly	8/18/2003	392152	21	4	4	Secondary Guidance and Counseling (7-12) School Counselor (K-12)	2027 2027	MS Counselor

27	Houghton, Daniel	8/25/2004	394360	20	4	4	Social Studies (7-12)	2027	HS Social Studies
28	Mattson, Kathryn	8/25/2004	417063	20	4	4	Communication Arts/Literature (5-12)	2025	HS English
29	Russell, Beth	8/29/2005	422934	19	4	4	Communication Arts/Literature (5-12) Library Media Specialist (K-12)	2026 2026	MS Digital Skills
30	Ferdig, Jerald	8/29/2006	387299	18	4	4	Instrumental and Classroom Music (K-12)	2028	HS Band
31	Hedeon Childers, Tamara	7/20/2009	372018	15	5	4	Elementary Education (K-6) Reading (K-12)	2027 2027	ES Grade 2
32	Trandahl, Polly	5/17/2010	321227	14	7	4	Elementary Guidance & Counseling (1-6) Elementary Education (K-6) Middle School Guidance & Counseling (MS) Reading (K-12)	2027 2027 2027 2027	HS ADSIS Reading/AVID
33	Yakesh, Rachel	1/31/2011	381543	13	11	4	Elementary Education (K-6)	2027	ES ADSIS Reading
34	Milton, Jennifer	8/22/2012	448595	12	4	4	Elementary Education (K-6) Communications Arts/Literature (5-8) Social Studies (5-8)	2025 2025 2025	ES Title Math
35	Pennings, Benjamin	7/15/2013	397319	11	5	4	Social Studies (5-12)	2028	HS Social Studies
36	Werth, Elisabeth	8/26/2013	446097	11	4	4	Science (5-8) Life Science (9-12)	2025 2025	MS Science
37	Gregory, McKenzie	8/26/2013	472437	11	4	4	Elementary Education (K-6)	2025	ES Grade 3
38	Hammer, Kylene	9/26/2013	468971	11	3	4	Elementary Education (1-6)	2028	ES Grade 2
39	Farmer, Laura	9/26/2013	472919	11	3	4	Elementary Education (K-6) Early Childhood Ed (B-Grade 3)	2025 2025	ES Grade 3
40	Bakken, Amanda	1/2/2014	439306	10	11	4	Elementary Education (K-6) Social Studies (5-8)	2025 2025	ES Grade 2
41	Van Orsdol, Diane	8/25/2015	286035	9	4	4	Elementary Education (1-6) English as a Second Language (K-12)	2025 2025	ES ELL
42	Starha, Paul	8/25/2015	330571	9	4	4	Coaching (7-12) Social Studies (7-12) Academic Behavioral Strategist (K-12)	2026 2026 2026	HS Special Education

							Autism Spectrum Disorders (B-12)	2026	
43	Ellos, Laura	8/25/2015	403568	9	4	4	Speech Language Pathologist (PreK-12)	2028	ES Speech
44	Gordee, Jill	8/25/2015	478967	9	4	4	School Counselor (K-12)	2025	HS CIC (0.5) / IB Grant (0.5)
45	Nelson, Leah	8/25/2015	485440	9	4	4	English as a Second Language (K-12) Spanish (K-12)	2026 2026	HS Spanish (0.5) / EL (0.5)
46	Morgan, Becca	8/25/2015	486398	9	4	4	Public School Nurse (PreK-12)	2026	School Nurse
47	Cosgrove, Stephanie	8/25/2015	486663	9	4	4	Science (5-8) Chemistry (9-12)	2026 2026	HS Science
48	Kaufman, Abbey	1/2/2016	491479	8	11	4	Social Studies (5-12)	2027	MS Social Studies
49	Anderson, Mali	1/11/2016	479545	8	11	4	Elementary Education (K-6)	2027	ES Kindergarten
50	Gunderson, Sarah	8/22/2016	408072	8	4	4	Visual Arts (K-12)	2025	MS Art
51	Oliverius, Hannah	8/22/2016	490995	8	4	4	Science (5-8) Life Science (9-12)	2027 2027	MS Science
52	Probst, Alexandra	8/22/2016	493290	8	4	4	Elementary Education (1-6)	2028	ES Grade 1
53	Vasseei, Alex	8/22/2016	495419	8	4	4	Math (5-12)	2027	HS Math
54	Schnettler, Lanaya	12/19/2016	498571	8		4	Academic & Behavior Strategist (K-12)	2028	MS Special Education
55	Wawrzaszek, Madison	5/21/2017	501271	7	7	4	Learning Disabilities (K-12) Developmental Disabilities (K-12) Emotional Behavior Disorders (K-12)	2028 2028 2028	HS Special Education
56	Folger, Katie	8/24/2017	404801	7	4	4	Elementary Education (K-6) Communication Arts / Literature (5-8)	2028 2028	ES Grade 1
57	Oeding, Brenda	9/18/2017	485882	7	3	4	Elementary Education (K-6)	2027	ES Kindergarten
58	Tensen, Cara	9/18/2017	491213	7	3	4	Elementary Education (K-6) Early Childhood Education (B-Grade 3)	2027 2027	ES Grade 1
59	Laidly, Suzanne	9/18/2017	496681	7	3	4	Elementary Education (1-6)	2028	ES Grade 1
60	Udalla, Janee	2/1/2018	466871	6	10	4	Communication Arts / Literature (5-12) Reading	2028 2028	MS English

61	Schneider, Corissa	8/21/2018	415346	6	4	4	Elementary Education (K-6) Autism Spectrum Disorders (K-12) Developmental Disabilities (K-12) Communication Arts / Literature (5-8)	2025 2025 2025	TOSA SpEd Assessment
62	Bauer, Britta	8/21/2018	473372	6	4	4	Instrumental and Classroom Music (K-12)	2029	MS Band
63	Beattie, Amber	8/21/2018	501261	6	4	4	Communication Arts / Literature (5-12)	2028	MS Writing
64	Zastoupil, Calli	8/21/2018	505483	6	4	4	Spanish (5-12)	2028	HS Spanish
65	Von Kaenel, Robert	6/17/2019	427849	5	6	4	Communication Arts / Literature (5-12)	2027	HS English
66	Gruber, Kavtlyn	6/17/2019	500854	5	6	4	Elementary Education (K-6)	2028	ES Kindergarten
67	Korzendorfer, Cassandra	7/8/2019	424447	5	5	4	Communication Arts / Literature (5-12)	2026	MS English
68	Bird, Krista	8/19/2019	424909	5	4	4	Communication Arts / Literature (5-8) Elementary Education (K-6)	2026 2026	ES / MS ELL
69	Bloom, Samantha	1/16/2020	1004868	4	11	4	School Counselor (K-12)	2028	HS Counselor
70	Penick, Kacie	8/28/2020	441129	4	4	4	ECSped (B-Age 6), ECE (B-Grade 3)	2029	ECSE
on leave	Larson, Meghan	8/19/2020	1003520	4		4	Vocal and Classroom Music	2028	HS Music/Choir
71	Bartels, Emily	5/17/2021	509229	3	7	4	Speech Language Pathologist (PreK-12)	2028	Speech - MS, HS
72	Carlson, Kerry	6/21/2021	439815	3	6	4	Spanish (K-12)	2029	MS Spanish/EL
73	Desmarais-H, Jennifer	9/20/2021	350885	3	4	4	Elementary Education (1-6)	2027	HS Media Specialist (0.5) HS Avid (.34)
74	Kenady, Andrew	9/20/2021	486325	3	3	4	Communication Arts/Literature (5-12)	2028	HS English
75	Bratsch, Derek	7/1/2022	501036	2	5	4	Mathematics (5-12)	2028	HS Math
76	Veldhuizen, Abbey	8/16/2022	433223	2	4	4	Speech-Language Pathologist (PreK-12)	2025	District Speech/Patho
77	Rickart, Aaron	8/16/2022	513911	2	4	3	Physical Ed (K-12), Health (5-12), DAPE (PreK-12)	2025	Elem PE
78	Stall, Allyson	8/16/2022	1017222	2	4	3	Elementary Education (K-6)	2025	ES Grade 3
79	Sindelar, Erin	4/12/2023	453851	1	8	4	Elementary Education (K-6)	2026	MS Sped, Student Support Spec.

							Science (5-8)	2026	
80	Douglas, Suzanne	5/12/2023	510031	1	7	3	Learning Disabilities (K-6)	2026	ES Special Education
81	Finanger, Erika	6/19/2023	507053	1	6	4	Elementary Education (K-6) Reading (K-8) Pre-primary (Age 3 - PreK)	2027 2027 2027	ES Special Education
82	Siltala-Habib, Brenna	6/20/2023	502326	1	6	4	Elementary Education (K-6)	2028	ES Grade 4
83	Thell, Elizabeth	06/21/2023	1003968	1	6	4	Elementary Education (K-6)	2028	ES Grade 4
84	Schoeller, Elizabeth	7/17/2023	472121	1	5	4	Science (5-8) Life Science (9-12) Chemistry (9-12)	2028 2028 2028	HS Science
85	Beard, Emily	7/18/2023	472322	1	5	4	Elementary Education (K-6)	2029	ES Grade 2
86	George, Anne	8/21/2023	442064	1	4	4	Elementary Education (K-6) Communication Arts/Literature (5-8)	2029 2029	ES Grade 4
87	Sehlin-Goneau, Brenda	8/22/2023	292674	1	4	4	Elementary Education (1-6) Emotional Behavior Disorders (K-12) Learning Disabilities (K-12) Autism Spectrum Disorders (K-12) Mild to Moderate Mentally HDPC (K-12)	2026 2026 2026 2026	HS Special Education
88	Andring, Christina	11/20/2023	389768	1	1	4	Mild to Moderate Mentally HDPC (K-12) Teacher Coordinator WBL (9-12)	2025 2025	District Special Education

- **DECA Overnight Trip:** The board was presented a DECA overnight trip for approval.

SUPERINTENDENT'S REPORT

- **February 2025 Superintendent's Report:** Dr. Jeff Ridlehoover presented an update on the schools.

- **RMS-CES Celebration:** Paul Warzecha will be giving an update about the collaborative efforts between Three Rivers Park, RAS Community Ed, and Curriculum Integration Coordinator Jamie Madson to establish an Outdoor Club.

STEWARDSHIP OF RESOURCES

- **AIPAC Vote of Concurrence:** AIPAC Liaison Perry Buffie introduced Jessica Perrault, local AIPAC chairperson. Ms. Perrault shared with the Board the AIPAC vote of concurrence for the 2024-25 school year.

Motion by Johnson seconded by Sjodin to accept the AIPAC Vote of Concurrence. Motion passed unanimously.

- **Quarterly Budget Review:** CFO Bridget Peterson presented the quarterly budget review ending December 31, 2024.
- **Revised SY 24-25 Budget:** CFO Bridget Peterson presented the FY 24-25 Budget Amendment for Q2 for approval.

Motion by Morgan seconded by Hillstrom to approve the fiscal year 2024-2025 budget amendments for quarter 2 as presented. Motion passed unanimously.

STUDENT ACHIEVEMENT AND GROWTH

- **RMS-CES Principals Report:** RMS-CES Principal Paul Warzecha presented an update on building goals, instructional updates, and other building updates.
- **Learning & Innovation Report:** Learning & Innovation Coordinator Kathy Mattson presented an update on BILTs, PD, PLCs, and MTSS.

HEALTHY AND SUPPORTIVE ENVIRONMENT

- **ADSIS Application 25-26 & 26-27:** Dr. Jeff Ridlehoover gave an update on the 25-26 & 26-27 ADSIS Application

CULTURE OF COLLECTIVE PURPOSE

- **SY 25-26 Calendar Revision:** Dr. Jeff Ridlehoover presented updates to the 25-26 School Year Calendar, with the support of the administrative staff, including 2 additional PD Days (February 17 & April 6), a date change for Kindergarten Round Up to February 5, 2026, and a change in date for new teacher days to August 5 & 6, 2025 for approval.

Motion by Johnson seconded by Praska to approve the updates to the 25-26 School Year Calendar as presented. Motion passed unanimously.

- **Policy Updates Final Read:** The board was presented with the following policy updates that were reviewed by the Policy Committee for a Final reading. Policies 614, 615, 619, 620R, 624, and 524R.

Motion by Johnson seconded by Sjodin to approve policies 614, 615, 619, 620R, 624 and 524R as presented. Motion passed unanimously.

COMMUNITY, SCHOOL AND FAMILY PARTNERSHIP

- **Resolution of Acknowledgement of Contributions/Donations**

Johnson motioned, seconded by Morgan, to approve the following resolution as presented:

WHEREAS Minnesota Statute 123B.02 permits school boards to “receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. On that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

THEREFORE, be it resolved by the School Board of Rockford Area Schools, Independent School District 883 that the School Board accepts, with appreciation, the contributions detailed below.

<i>Donor</i>	<i>Amount</i>	<i>Fund</i>
RAAA JO Volleyball	Volleyball Standards Pads & Volleyball Net Antennas w. Sleeves for CE Volleyball (\$1,913.11)	Community Education (for the CE Volleyball Program)
Box Tops	\$59.00	REAMS Gift Fund
Rockford Lions Club	\$2,000 donation for Bass Clarinet	Band Activity Fund
Buffalo American Legion	\$500 donation for Bass Clarinet	Band Activity Fund
Wachtler Family	RMS Donation: Bag of Books	General Fund Donation (RMS)
Common Thread Custom Apparel	Shirts for Adaptive Floor Hockey Tournament (\$176.52)	General Fund Donation (RHS SPED)
Carol Beasecker	REAMS Donation: Bag Toss Game, Plinko Game, Board Games, Various Balls	General Fund Donation (REAMS)
Genesis Group Homes, Inc.	\$434.00	Wrestling Activity Fund
Easco Plumbing & Heating	\$1,500.00	Wrestling Activity Fund
Stratasys (Charlie Seitzer)	3 Replicator & Desktop 3D printers (total value \$9,258)	General Fund Donation (each building received one Replicator & Desktop 3D printer)
Nick Klonne	RMS Donation: Colored Pencils, Pencil Sharpeners	General Fund Donation (RMS)
Brandon & Meghann Moline	REAMS Donation: Stapler, Disinfecting wipes, Electric pencil sharpener	General Fund Donation (REAMS)

On a roll call vote, the following voted in favor: Gordee, Johnson, Morgan, Hillstrom, Praska, and Sjodin. And the following voted against: None

Whereupon said resolution was declared duly passed and adopted.

- **Upcoming Meetings:**
 - Board of Education Work Session: Wednesday, March 12, 2025 at 5:30 pm in the District Office Board Room.
 - Regular Meeting of the Board of Education: Wednesday, March 12, 2025 at 6:30 pm in the District Office Board Room.
- **Board Committee Updates:**
 - Gordee - Facilities Committee Meeting, Board Prep Call, AMSD Meeting, MSBA Board Chair Training, Board Retreat, MSBA Board Chair Chat, MSBA Coffee & Conversations.
 - Johnson - Board Prep Call, MSBA Board Chair Training, Board Retreat, Policy Committee Meeting, Calendar Committee Meeting, Facilities Committee Meeting, SAFF Day at the Capital, MAWSECO Meeting.
 - Morgan - Board Retreat, Finance Committee Meeting.
 - Hillstrom - Board Retreat, Policy Committee Meeting, MSBA coffee and conversations & Friday chats, Chamber meeting, Calendar Committee Meeting, SAFF Meeting, SAFF Day at the Capital.
 - Praska - Board Retreat, Policy Committee Meeting.
 - Sjodin - Board Retreat.

Gordee motioned to adjourn the meeting at 8:06 p.m. Johnson seconded. Motion carried unanimously.

*Courtney Neibert
Recorder*

*Jamie Hillstrom
Clerk*



ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION

Subject: *Consent Bills Paid and Wires in February 2025*

Meeting Date: March 12, 2025

Prepared by: Mike McNulty

Date Prepared: March 3, 2025

Information Briefing Action Enclosure Item(s)

February 2025 Disbursements Paid (listings attached):

Fund 01 General Fund	\$461,679.18
Fund 01 Payroll	\$513,956.01
Fund 02 Food Service	\$126,910.89
Fund 04 Community Services	\$ 22,585.99
Fund 06 Building Construction	\$ 104,920.25
Fund 07 Debt Redemption	\$ 0
Fund 21 Student Activities	\$ 4,701.15
Fund 45 OPEB Trust	\$ 0
 Total All Funds	 \$ 1,234,753.47

Rockford ISD #0883

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		60282	106040	Check	1	7166		PARPART, NATHAN		Yes	No	Yes	02/26/2025	(140.00)
AS2		60374	106104	Check	1	8560		GRAY, ERIC		Yes	No	Yes	02/26/2025	(140.00)
AS2		62873	108156	Check	1	6670		A+ DRIVING SCHOOL NORTH, INC.		Yes	No	No	02/07/2025	1,596.00
AS2		62863	108157	Check	1	2813		AkASL ASSOC OF SCHOOL LIBRARIES		Yes	No	No	02/07/2025	215.00
AS2		62860	108158	Check	1	1826		ANDERSON, BRIAN		Yes	No	No	02/07/2025	90.00
AS2		62874	108159	Check	1	6750		ART OF PROBLEM SOLVING		Yes	No	No	02/07/2025	1,780.00
AS2		62885	108160	Check	1	7981		AT&T MOBILITY		Yes	No	No	02/07/2025	38.23
AS2		62897	108161	Check	1	8859		BARASA, ALEX		Yes	No	No	02/07/2025	105.00
AS2		62862	108162	Check	1	2237		BERGMANN, TROY		Yes	No	No	02/07/2025	115.00
AS2		62894	108163	Check	1	8731		CAMPBELL, ALEXANDER		Yes	No	No	02/07/2025	100.00
AS2		62900	108164	Check	1	8884		CAMPBELL, AMANDA		Yes	No	No	02/07/2025	100.00
AS2		62901	108165	Check	1	8885		CARLEN, AMANDA		Yes	No	No	02/07/2025	240.00
AS2		62857	108166	Check	1	1180		CENTERPOINT ENERGY		Yes	No	No	02/07/2025	17,533.51
AS2		62893	108167	Check	1	8721		CHANHASSEN HIGH SCHOOL BOOSTER		Yes	No	No	02/07/2025	81.00
AS2		62858	108168	Check	1	1200		CUB FOODS - BUFFALO		Yes	No	No	02/07/2025	907.45
AS2		62867	108169	Check	1	5274		DECKER, DUSTIN		Yes	No	No	02/07/2025	155.00
AS2		62864	108170	Check	1	2857		DECKER, MARK		Yes	No	No	02/07/2025	155.00
AS2		62899	108171	Check	1	8883		DISCOVER YOURSELF, INC.		Yes	No	No	02/07/2025	3,528.35
AS2		62871	108172	Check	1	6377		DISH		Yes	No	No	02/07/2025	132.09
AS2		62886	108173	Check	1	8265		DOMINO'S PIZZA		Yes	No	No	02/07/2025	69.79
AS2		62883	108174	Check	1	7738		GRANITE TELECOMMUNICATIONS, LLC		Yes	No	No	02/07/2025	928.43
AS2		62890	108175	Check	1	8406		GREENROCK DELI		Yes	No	No	02/07/2025	106.25
AS2		62877	108176	Check	1	7615		HASTY AWARDS		Yes	No	No	02/07/2025	387.37
AS2		62896	108177	Check	1	8803		JACKSON & ASSOCIATES LLC		Yes	No	No	02/07/2025	63,162.25
AS2		62880	108178	Check	1	7638		JACOBSON, WAYNE		Yes	No	No	02/07/2025	90.00
AS2		62856	108179	Check	1	1102		JW PEPPER		Yes	No	No	02/07/2025	159.70
AS2		62879	108180	Check	1	7627		KEGLER, MICHAEL		Yes	No	No	02/07/2025	90.00
AS2		62887	108181	Check	1	8381		LEVASEUR, MARK		Yes	No	No	02/07/2025	210.00
AS2		62882	108182	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	No	No	02/07/2025	130.00
AS2		62870	108183	Check	1	5795	remit 2	MEDCO SURGICAL SUPPLY SERVICE		Yes	No	No	02/07/2025	59.37
AS2		62878	108184	Check	1	7620		MIDDAGH, THOMAS		Yes	No	No	02/07/2025	155.00
AS2		62855	108185	Check	1	1039		MINNESOTA ELEVATOR, INC		Yes	No	No	02/07/2025	517.54
AS2		62898	108186	Check	1	8868		MOUNDS PARK ACADEMY		Yes	No	No	02/07/2025	21.00
AS2		62861	108187	Check	1	2162		MUSIC THEATRE INTERNATIONAL		Yes	No	No	02/07/2025	880.00
AS2		62872	108188	Check	1	6517		MYLES, JOHN		Yes	No	No	02/07/2025	80.00
AS2		62892	108189	Check	1	8689		O'LEARY, NINA		Yes	No	No	02/07/2025	1,000.00
AS2		62875	108190	Check	1	7389		PIKET, JOSEPH	16	Yes	No	No	02/07/2025	155.00

Rockford ISD #0883 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62895	108191	Check	1	8746		PRIOR LAKE HIGH SCHOOL SPEECH		Yes	No	No	02/07/2025	191.00
AS2		62891	108192	Check	1	8574		RADYSYUK, RUSLANA		Yes	No	No	02/07/2025	70.00
AS2		62865	108193	Check	1	4366	remit	REGION 5A		Yes	No	No	02/07/2025	410.00
AS2		62889	108194	Check	1	8402		REPUBLIC SERVICES, INC.		Yes	No	No	02/07/2025	4,882.17
AS2		62854	108195	Check	1	1012		SCHOOL SPECIALTY INC		Yes	No	No	02/07/2025	42.69
AS2		62859	108196	Check	1	1379		SHIFFLER		Yes	No	No	02/07/2025	266.50
AS2		62869	108197	Check	1	5735		STRUMBEL, JENNIFER		Yes	No	No	02/07/2025	80.00
AS2		62876	108198	Check	1	7545		TEACHERS ON CALL		Yes	No	No	02/07/2025	2,386.60
AS2		62884	108199	Check	1	7786	REMIT	TERRAFORM PHOENIX II ARCADIA		Yes	No	No	02/07/2025	40,758.00
AS2		62866	108200	Check	1	5149		TOLL COMPANY		Yes	No	No	02/07/2025	53.57
AS2		62888	108201	Check	1	8391		US OMNI & TSACG COMPLIANCE SERVIC		Yes	No	No	02/07/2025	294.92
AS2		62868	108202	Check	1	5327		VIDMAR, GERALD		Yes	No	No	02/07/2025	90.00
AS2		62881	108203	Check	1	7653		WROGE, DAVID		Yes	No	No	02/07/2025	115.00
AS2		62902	108204	Check	1	1644		ISD #883 EDUCATION FOUNDATION		Yes	No	No	02/07/2025	617.00
AS2		62904	108205	Check	1	8849		MESSERLI & KRAMER, P.A.		Yes	No	No	02/07/2025	220.87
AS2		62903	108206	Check	1	1969		SCHOOL SERVICE EMPLOYEES		Yes	No	No	02/07/2025	1,864.36
AS2		62919	108207	Check	1	1215		XCEL ENERGY		Yes	No	No	02/11/2025	24,711.50
AS2		62930	108208	Check	1	3187		ACME TOOLS		Yes	No	No	02/14/2025	1,399.00
AS2		62950	108209	Check	1	8365		ALLEY, NICOLE		Yes	No	No	02/14/2025	167.05
AS2		62959	108210	Check	1	8864		AMORE ART LLC		Yes	No	No	02/14/2025	288.00
AS2		62951	108211	Check	1	8399		AMPION PBC		Yes	No	No	02/14/2025	69.91
AS2		62958	108212	Check	1	8859		BARASA, ALEX		Yes	No	No	02/14/2025	60.00
AS2		62929	108213	Check	1	2237		BERGMANN, TROY		Yes	No	No	02/14/2025	90.00
AS2		62947	108214	Check	1	8279		CADY BUSINESS TECHNOLOGIES, INC.		Yes	No	No	02/14/2025	2,717.85
AS2		62956	108215	Check	1	8852		CYBER ADVISORS LLC		Yes	No	No	02/14/2025	217.50
AS2		62940	108216	Check	1	7367		DUSSL, DANIEL		Yes	No	No	02/14/2025	139.05
AS2		62953	108217	Check	1	8678	remit	EDFINMN LLC		Yes	No	No	02/14/2025	9,000.00
AS2		62938	108218	Check	1	7136		GREATER MINNESOTA COMMUNICATION		Yes	No	No	02/14/2025	378.00
AS2		62922	108219	Check	1	1057		HILLYARD		Yes	No	No	02/14/2025	319.58
AS2		62933	108220	Check	1	5165	remit	ICS CONSULTING, LLC - 138006		Yes	No	No	02/14/2025	1,000.00
AS2		62941	108221	Check	1	7638		JACOBSON, WAYNE		Yes	No	No	02/14/2025	90.00
AS2		62949	108222	Check	1	8361		KAMIDA CONCRETE CONSTRUCTION, INC		Yes	No	No	02/14/2025	3,125.00
AS2		62936	108223	Check	1	6029		KIDZART		Yes	No	No	02/14/2025	600.00
AS2		62931	108224	Check	1	4811		KUPHAL BRENT		Yes	No	No	02/14/2025	90.00
AS2		62945	108225	Check	1	8010		LANGUAGE LINE SERVICES		Yes	No	No	02/14/2025	83.90
AS2		62957	108226	Check	1	8854		LARSON, BELINDA		Yes	No	No	02/14/2025	150.00
AS2		62952	108227	Check	1	8534		MALO, AMANDA		Yes	No	No	02/14/2025	135.00

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Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62942	108228	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	No	No	02/14/2025	160.00
AS2		62923	108229	Check	1	1394		MBNA/BUSINESS CARD		Yes	No	No	02/14/2025	10,514.24
AS2		62924	108230	Check	1	1394		MBNA/BUSINESS CARD		Yes	No	No	02/14/2025	297.41
AS2		62925	108231	Check	1	1394		MBNA/BUSINESS CARD		Yes	No	No	02/14/2025	136.05
AS2		62948	108232	Check	1	8351		MILLER, RHONDI		Yes	No	No	02/14/2025	135.00
AS2		62937	108233	Check	1	6847		MN DECA		Yes	No	No	02/14/2025	1,590.00
AS2		62961	108234	Check	1	8887	CTIC	MONTICELLO HIGH SCHOOL		Yes	No	No	02/14/2025	40.00
AS2		62943	108235	Check	1	7771	remit	MRI SOFTWARE, LLC		Yes	No	No	02/14/2025	140.00
AS2		62946	108236	Check	1	8125		REEVES, CAITLYN		Yes	No	No	02/14/2025	135.00
AS2		62932	108237	Check	1	4937		RUSSELL SECURITY RESOURCE INC		Yes	No	No	02/14/2025	170.00
AS2		62934	108238	Check	1	5318		SANDENO, RANDY		Yes	No	No	02/14/2025	174.05
AS2		62927	108239	Check	1	1946		SCHMIDT, AMY		Yes	No	No	02/14/2025	139.05
AS2		62921	108240	Check	1	1037	remit	STAR TRIBUNE		Yes	No	No	02/14/2025	5,850.00
AS2		62928	108241	Check	1	2208		TECH/CHECK		Yes	No	No	02/14/2025	92.50
AS2		62944	108242	Check	1	7786	REMIT	TERRAFORM PHOENIX II ARCADIA		Yes	No	No	02/14/2025	147.82
AS2		62955	108243	Check	1	8846	remit	THE BOELTER COMPANIES INC.		Yes	No	No	02/14/2025	89.03
AS2		62926	108244	Check	1	1901		VERGIN SALES		Yes	No	No	02/14/2025	1,429.00
AS2		62935	108245	Check	1	5327		VIDMAR, GERALD		Yes	No	No	02/14/2025	90.00
AS2		62939	108246	Check	1	7333		WEISSMAN		Yes	No	No	02/14/2025	3,159.35
AS2		62960	108247	Check	1	8886		WITTE, BETTY		Yes	No	No	02/14/2025	206.25
AS2		62954	108248	Check	1	8684		YALE MECHANICAL, LLC		Yes	No	No	02/14/2025	1,657.00
AS2		62981	108249	Check	1	4335		4 POINT 0 SCHOOL SERVICES		Yes	No	No	02/19/2025	116,556.05
AS2		62986	108250	Check	1	6670		A+ DRIVING SCHOOL NORTH, INC.		Yes	No	No	02/19/2025	399.00
AS2		62974	108251	Check	1	1369		ABC LETTERING		Yes	No	No	02/19/2025	498.40
AS2		62978	108252	Check	1	2885		AMERICAN TIME & SIGNAL		Yes	No	No	02/19/2025	1,633.05
AS2		62972	108253	Check	1	1203		BEAUDRY OIL COMPANY		Yes	No	No	02/19/2025	599.80
AS2		63000	108254	Check	1	8873		BEFOUR, INC.		Yes	No	No	02/19/2025	1,045.00
AS2		62996	108255	Check	1	8621		CESO TRANSPORTATION, LLC		Yes	No	No	02/19/2025	139,766.27
AS2		62967	108256	Check	1	1045		CLIMATE MAKERS INC		Yes	No	No	02/19/2025	625.00
AS2		62988	108257	Check	1	7480		CORPORATE MECHANICAL, INC.		Yes	No	No	02/19/2025	8,530.00
AS2		62977	108258	Check	1	2211		CROWN COLLEGE		Yes	No	No	02/19/2025	2,171.97
AS2		62995	108259	Check	1	8595	remit	GILBERT MECHANICAL CONTRACTORS,		Yes	No	No	02/19/2025	4,109.53
AS2		63001	108260	Check	1	8888		GREEN ROCK BURGER AND CHICKEN		Yes	No	No	02/19/2025	119.41
AS2		62968	108261	Check	1	1057		HILLYARD		Yes	No	No	02/19/2025	5,482.47
AS2		62980	108262	Check	1	4111	REMIT	JOSTENS INC		Yes	No	No	02/19/2025	618.03
AS2		62970	108263	Check	1	1102		JW PEPPER		Yes	No	No	02/19/2025	7.50
AS2		62976	108264	Check	1	1437		KOIVISTO ELECTRICAL		Yes	No	No	02/19/2025	1,200.00

Rockford ISD #0883 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62993	108265	Check	1	8489		LAURSEN PIANO SERVICE		Yes	No	No	02/19/2025	700.00
AS2		62969	108266	Check	1	1098		MACGILL & CO		Yes	No	No	02/19/2025	410.31
AS2		62990	108267	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	No	No	02/19/2025	60.00
AS2		62966	108268	Check	1	1044		MAWSECO #938		Yes	No	No	02/19/2025	2,436.31
AS2		62971	108269	Check	1	1154		MSBA		Yes	No	No	02/19/2025	280.00
AS2		62987	108270	Check	1	6913		NEE INVESTMENT 9, LLC		Yes	No	No	02/19/2025	359.10
AS2		62984	108271	Check	1	5252		PROFESSIONAL WIRELESS COMMUNICA		Yes	No	No	02/19/2025	734.50
AS2		62991	108272	Check	1	8049		RAAA BASKETBALL		Yes	No	No	02/19/2025	201.00
AS2		62973	108273	Check	1	1230		RATWIK, ROSZAK & MALONEY, P.A.		Yes	No	No	02/19/2025	123.00
AS2		62999	108274	Check	1	8805		RIDGEWATER COLLEGE		Yes	No	No	02/19/2025	3,000.00
AS2		62983	108275	Check	1	4937		RUSSELL SECURITY RESOURCE INC		Yes	No	No	02/19/2025	160.00
AS2		62994	108276	Check	1	8498		SCHMITT MUSIC ANOKA		Yes	No	No	02/19/2025	394.00
AS2		62997	108277	Check	1	8718	remit	SENR WOOLY		Yes	No	No	02/19/2025	199.00
AS2		62985	108278	Check	1	6279		SHI INTERNATIONAL CORP.		Yes	No	No	02/19/2025	13,449.00
AS2		62992	108279	Check	1	8247		SPEEDPRO IMAGING		Yes	No	No	02/19/2025	1,280.37
AS2		62982	108280	Check	1	4387		TAHER INC - BIN# 135092		Yes	No	No	02/19/2025	118,921.45
AS2		62989	108281	Check	1	7545		TEACHERS ON CALL		Yes	No	No	02/19/2025	11,711.64
AS2		62979	108282	Check	1	3856		TECH ACADEMY/COMPUTER EXPLORER:		Yes	No	No	02/19/2025	135.00
AS2		62998	108283	Check	1	8755		THE ACCIDENTAL ADULT, LLC		Yes	No	No	02/19/2025	900.00
AS2		62975	108284	Check	1	1416		WRIGHT COUNTY JOURNAL PRESS		Yes	No	No	02/19/2025	199.57
AS2		63002	108285	Check	1	8849		MESSERLI & KRAMER, P.A.		Yes	No	No	02/19/2025	234.68
AS2		63006	108286	Check	1	1826		ANDERSON, BRIAN		Yes	No	No	02/21/2025	155.00
AS2		63003	108287	Check	1	1159		BANKWEST-CASH		Yes	No	No	02/21/2025	500.00
AS2		63020	108288	Check	1	8859		BARASA, ALEX		Yes	No	No	02/21/2025	60.00
AS2		63007	108289	Check	1	2237		BERGMANN, TROY		Yes	No	No	02/21/2025	145.00
AS2		63009	108290	Check	1	4472		BOLLANT JOE		Yes	No	No	02/21/2025	155.00
AS2		63022	108291	Check	1	8890		BRATSCH, BRODY		Yes	No	No	02/21/2025	145.00
AS2		63008	108292	Check	1	2939		BURAU, CHAD		Yes	No	No	02/21/2025	155.00
AS2		63005	108293	Check	1	1285		BURG, JOHN		Yes	No	No	02/21/2025	120.00
AS2		63004	108294	Check	1	1180		CENTERPOINT ENERGY		Yes	No	No	02/21/2025	12,713.89
AS2		63011	108295	Check	1	5995	speech	CENTRAL PUBLIC SCHOOLS SPEECH TE		Yes	No	No	02/21/2025	188.00
AS2		63013	108296	Check	1	6826		DAY, ROGER		Yes	No	No	02/21/2025	155.00
AS2		63017	108297	Check	1	8265		DOMINO'S PIZZA		Yes	No	No	02/21/2025	76.36
AS2		63016	108298	Check	1	8172		DRENNAN, CHRISTOPHER		Yes	No	No	02/21/2025	155.00
AS2		63019	108299	Check	1	8856		DUNN, ALIJAH		Yes	No	No	02/21/2025	60.00
AS2		63015	108300	Check	1	7776		HUQ, PREENON		Yes	No	No	02/21/2025	1,000.00
AS2		63012	108301	Check	1	6517		MYLES, JOHN	19	Yes	No	No	02/21/2025	120.00

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Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		63021	108302	Check	1	8889		PIERSON, BRADLEY		Yes	No	No	02/21/2025	155.00
AS2		63018	108303	Check	1	8715		PRATT, ELIZABETH		Yes	No	No	02/21/2025	120.00
AS2		63010	108304	Check	1	5735		STRUMBEL, JENNIFER		Yes	No	No	02/21/2025	120.00
AS2		63014	108305	Check	1	7333		WEISSMAN		Yes	No	No	02/21/2025	53.29
AS2		63023	108306	Check	1	1644		ISD #883 EDUCATION FOUNDATION		Yes	No	No	02/28/2025	617.00
AS2		63024	108307	Check	1	1969		SCHOOL SERVICE EMPLOYEES		Yes	No	No	02/28/2025	2,075.44
AS2		63046	108308	Check	1	6623		ADVANCED IMAGING SOLUTIONS		Yes	No	No	02/28/2025	11,438.16
AS2		63072	108309	Check	1	8893		ANDERSON, RYAN		Yes	No	No	02/28/2025	90.00
AS2		63068	108310	Check	1	8859		BARASA, ALEX		Yes	No	No	02/28/2025	60.00
AS2		63032	108311	Check	1	2237		BERGMANN, TROY		Yes	No	No	02/28/2025	402.00
AS2		63038	108312	Check	1	5306		BORAAS, ROB		Yes	No	No	02/28/2025	310.00
AS2		63061	108313	Check	1	8401		BOWEN, RAYNA		Yes	No	No	02/28/2025	100.00
AS2		63071	108314	Check	1	8892		BROCKBERG, CURTIS		Yes	No	No	02/28/2025	90.00
AS2		63028	108315	Check	1	1285		BURG, JOHN		Yes	No	No	02/28/2025	280.00
AS2		63040	108316	Check	1	5507		CITY OF GREENFIELD WATER & SEWER I		Yes	No	No	02/28/2025	1,404.94
AS2		63025	108317	Check	1	1181		CITY OF ROCKFORD		Yes	No	No	02/28/2025	1,809.18
AS2		63047	108318	Check	1	6836		DISTRICT 5 DECA		Yes	No	No	02/28/2025	420.00
AS2		63050	108319	Check	1	7201		DOORWAY TO COLLEGE FOUNDATION I		Yes	No	No	02/28/2025	850.00
AS2		63067	108320	Check	1	8856		DUNN, ALIJAH		Yes	No	No	02/28/2025	105.00
AS2		63073	108321	Check	1	8894		ELTON, KEVIN		Yes	No	No	02/28/2025	155.00
AS2		63069	108322	Check	1	8882		FORK FARMS LLC		Yes	No	No	02/28/2025	1,232.80
AS2		63062	108323	Check	1	8560		GRAY, ERIC		Yes	No	No	02/28/2025	140.00
AS2		63051	108324	Check	1	7414		HAAS, CASEY		Yes	No	No	02/28/2025	155.00
AS2		63066	108325	Check	1	8832	REMIT	HOBART SERVICE		Yes	No	No	02/28/2025	599.57
AS2		63053	108326	Check	1	7638		JACOBSON, WAYNE		Yes	No	No	02/28/2025	245.00
AS2		63055	108327	Check	1	7736		JOHNSON CONTROLS FIRE PROTECTION		Yes	No	No	02/28/2025	1,141.76
AS2		63034	108328	Check	1	4111	REMIT	JOSTENS INC		Yes	No	No	02/28/2025	33.83
AS2		63048	108329	Check	1	6855		K&G GYMNASTICS		Yes	No	No	02/28/2025	500.00
AS2		63052	108330	Check	1	7628		KOPPI, WILLIAM		Yes	No	No	02/28/2025	155.00
AS2		63031	108331	Check	1	2081		MAPLE LAKE PUBLIC SCHOOLS		Yes	No	No	02/28/2025	91.00
AS2		63054	108332	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	No	No	02/28/2025	100.00
AS2		63029	108333	Check	1	1471	remit	MCEA		Yes	No	No	02/28/2025	279.00
AS2		63056	108334	Check	1	7857		MCLEOD COMMUNITY SOLAR ONE LLC		Yes	No	No	02/28/2025	1,102.02
AS2		63043	108335	Check	1	5795	remit 2	MEDCO SURGICAL SUPPLY SERVICE		Yes	No	No	02/28/2025	174.88
AS2		63057	108336	Check	1	7858		MEEKER COMMUNITY SOLAR ONE LLC		Yes	No	No	02/28/2025	1,503.15
AS2		63037	108337	Check	1	5277	remit	MINNEAPOLIS ATHENA AWARDS		Yes	No	No	02/28/2025	450.00
AS2		63045	108338	Check	1	6517		MYLES, JOHN		Yes	No	No	02/28/2025	120.00

Rockford ISD #0883 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
													Date		
AS2		63074	108339	Check	1	8895		NORNES, CASEY		Yes	No	No	02/28/2025		155.00
AS2		63033	108340	Check	1	3400		ORDWAY CENTER-EDUCATION SALES D		Yes	No	No	02/28/2025		880.00
AS2		63049	108341	Check	1	7166		PARPART, NATHAN		Yes	No	No	02/28/2025		140.00
AS2		63059	108342	Check	1	8300		PENNINGS, JILL		Yes	No	No	02/28/2025		120.00
AS2		63063	108343	Check	1	8715		PRATT, ELIZABETH		Yes	No	No	02/28/2025		120.00
AS2		63036	108344	Check	1	4366	remit	REGION 5A		Yes	No	No	02/28/2025		100.00
AS2		63035	108345	Check	1	4366	NLS	REGION 5A SECRETARY		Yes	No	No	02/28/2025		100.00
AS2		63064	108346	Check	1	8744		RYMER, MITCHELL		Yes	No	No	02/28/2025		400.00
AS2		63027	108347	Check	1	1266		SAFE COMMUNITIES OF WRIGHT CTY		Yes	No	No	02/28/2025		30.00
AS2		63044	108348	Check	1	6103		SCHEFF, GREG		Yes	No	No	02/28/2025		310.00
AS2		63065	108349	Check	1	8816		SEALEVEL INC.		Yes	No	No	02/28/2025		1,384.43
AS2		63042	108350	Check	1	5735		STRUMBEL, JENNIFER		Yes	No	No	02/28/2025		80.00
AS2		63070	108351	Check	1	8891		SUTHERLAND, SHANDON		Yes	No	No	02/28/2025		155.00
AS2		63058	108352	Check	1	8170	remit	US BANCORP GOV'N'T LEASING & FINAN		Yes	No	No	02/28/2025		7,569.12
AS2		63060	108353	Check	1	8391		US OMNI & TSACG COMPLIANCE SERVIC		Yes	No	No	02/28/2025		297.84
AS2		63075	108354	Check	1	8896		VAUGHAN, TYLER		Yes	No	No	02/28/2025		155.00
AS2		63030	108355	Check	1	1901		VERGIN SALES		Yes	No	No	02/28/2025		5,018.00
AS2		63026	108356	Check	1	1192		VERIZON WIRELESS		Yes	No	No	02/28/2025		317.08
AS2		63039	108357	Check	1	5327		VIDMAR, GERALD		Yes	No	No	02/28/2025		492.00
AS2		63041	108358	Check	1	5709		WAWRZYNIAK, SCOTT		Yes	No	No	02/28/2025		155.00
													Bank Total:		\$720,129.25
PAY		62845		Wire	1	2009		EDUCATION MINNESOTA ROCKFORD - EI		No	No	No	02/03/2025		9,266.26
PAY		62846		Wire	1	7649		TSA CONSULTING GROUP, INC.		No	No	No	02/03/2025		40,810.38
PAY		62847		Wire	1	2006		US GOVERNMENT		No	No	No	02/03/2025		122,969.43
PAY		62848		Wire	1	1962		MINNESOTA DEPT OF REVENUE		No	No	No	02/03/2025		20,898.53
PAY		62849		Wire	1	1937		PUBLIC EMPLOYEES RETIREMENT ASSO		No	No	No	02/03/2025		24,305.39
PAY		62850		Wire	1	1938		TRA		No	No	No	02/03/2025		60,709.89
PAY		62851		Wire	1	5459		LEGAL SHIELD		No	No	No	02/03/2025		111.62
PAY		62852		Wire	1	2470		MSRS		No	No	No	02/03/2025		15,802.58
PAY		62853		Wire	1	4050		AFLAC		No	No	No	02/03/2025		295.00
PAY		62962		Wire	1	1962		MINNESOTA DEPT OF REVENUE		No	No	No	02/18/2025		19,503.89
PAY		62963		Wire	1	2006		US GOVERNMENT		No	No	No	02/18/2025		115,404.02
PAY		62964		Wire	1	1938		TRA		No	No	No	02/18/2025		60,460.15
PAY		62965		Wire	1	1937		PUBLIC EMPLOYEES RETIREMENT ASSO		No	No	No	02/18/2025		23,418.87
													Bank Total:		\$513,956.01
													Report Total:		\$1,234,085.26

Payment Distributions

Period: 202508-202508 JE Code: 0-999999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		60282	AS2	1	7166		PARPART, NATHAN	202508	0	140.00	0.00
B	01	101	000				F			60374	AS2	1	8560		GRAY, ERIC	202508	0	140.00	0.00
B	01	101	000				F			62854	AS2	1	1012		SCHOOL SPECIALTY INC	202508	0	0.00	42.69
B	01	101	000				F			62855	AS2	1	1039		MINNESOTA ELEVATOR	202508	0	0.00	517.54
B	01	101	000				F			62856	AS2	1	1102		JW PEPPER	202508	0	0.00	159.70
B	01	101	000				F			62857	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	15,188.98
B	01	101	000				F			62857	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	354.66
B	01	101	000				F			62857	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	35.80
B	01	101	000				F			62857	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	1,155.49
B	01	101	000				F			62857	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	798.58
B	01	101	000				F			62858	AS2	1	1200		CUB FOODS - BUFFALO	202508	0	0.00	472.33
B	01	101	000				F			62858	AS2	1	1200		CUB FOODS - BUFFALO	202508	0	0.00	131.51
B	01	101	000				F			62858	AS2	1	1200		CUB FOODS - BUFFALO	202508	0	0.00	53.40
B	01	101	000				F			62858	AS2	1	1200		CUB FOODS - BUFFALO	202508	0	0.00	70.28
B	01	101	000				F			62858	AS2	1	1200		CUB FOODS - BUFFALO	202508	0	0.00	179.93
B	01	101	000				F			62859	AS2	1	1379		SHIFFLER	202508	0	0.00	266.50
B	01	101	000				F			62860	AS2	1	1826		ANDERSON, BRIAN	202508	0	0.00	90.00
B	01	101	000				F			62862	AS2	1	2237		BERGMANN, TROY	202508	0	0.00	115.00
B	01	101	000				F			62863	AS2	1	2813		AkASL ASSOC OF SCH	202508	0	0.00	215.00
B	01	101	000				F			62864	AS2	1	2857		DECKER, MARK	202508	0	0.00	155.00
B	01	101	000				F			62865	AS2	1	4366	remit	REGION 5A	202508	0	0.00	410.00
B	01	101	000				F			62866	AS2	1	5149		TOLL COMPANY	202508	0	0.00	53.57
B	01	101	000				F			62867	AS2	1	5274		DECKER, DUSTIN	202508	0	0.00	155.00
B	01	101	000				F			62868	AS2	1	5327		VIDMAR, GERALD	202508	0	0.00	90.00
B	01	101	000				F			62869	AS2	1	5735		STRUMBEL, JENNIFER	202508	0	0.00	80.00
B	01	101	000				F			62870	AS2	1	5795	remit	MEDCO SURGICAL SUP	202508	0	0.00	59.37
B	01	101	000				F			62872	AS2	1	6517		MYLES, JOHN	202508	0	0.00	80.00
B	01	101	000				F			62873	AS2	1	6670		A+ DRIVING SCHOOL NC	202508	0	0.00	1,596.00
B	01	101	000				F			62874	AS2	1	6750		ART OF PROBLEM SOL	202508	0	0.00	1,780.00
B	01	101	000				F			62875	AS2	1	7389		PIKET, JOSEPH	202508	0	0.00	155.00
B	01	101	000				F			62876	AS2	1	7545		TEACHERS ON CALL	202508	0	0.00	2,386.60
B	01	101	000				F			62878	AS2	1	7620		MIDDAGH, THOMAS	202508	0	0.00	155.00
B	01	101	000				F			62879	AS2	1	7627		KEGLER, MICHAEL	202508	0	0.00	90.00
B	01	101	000				F			62880	AS2	1	7638		JACOBSON, WAYNE	202508	0	0.00	90.00
B	01	101	000				F			62881	AS2	1	7653		WROGE, DAVID	202508	0	0.00	115.00
B	01	101	000				F			62882	AS2	1	7697		MARISELA V NELSON IN	202508	0	0.00	100.00
B	01	101	000				F			62883	AS2	1	7738		GRANITE TELECOMMUN	202508	0	0.00	928.43

Payment Distributions

Period: 202508-202508 JE Code: 0-999999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62885	AS2	1	7981		AT&T MOBILITY	202508	0	0.00	38.23
B	01	101	000				F			62887	AS2	1	8381		LEVASSEUR, MARK	202508	0	0.00	210.00
B	01	101	000				F			62888	AS2	1	8391		US OMNI & TSACG COM	202508	0	0.00	294.92
B	01	101	000				F			62889	AS2	1	8402		REPUBLIC SERVICES, IN	202508	0	0.00	4,882.17
B	01	101	000				F			62890	AS2	1	8406		GREENROCK DELI	202508	0	0.00	106.25
B	01	101	000				F			62891	AS2	1	8574		RADYSYUK, RUSLANA	202508	0	0.00	70.00
B	01	101	000				F			62892	AS2	1	8689		O'LEARY, NINA	202508	0	0.00	1,000.00
B	01	101	000				F			62893	AS2	1	8721		CHANHASSEN HIGH SCI	202508	0	0.00	81.00
B	01	101	000				F			62894	AS2	1	8731		CAMPBELL, ALEXANDEI	202508	0	0.00	100.00
B	01	101	000				F			62895	AS2	1	8746		PRIOR LAKE HIGH SCHC	202508	0	0.00	191.00
B	01	101	000				F			62897	AS2	1	8859		BARASA, ALEX	202508	0	0.00	60.00
B	01	101	000				F			62897	AS2	1	8859		BARASA, ALEX	202508	0	0.00	45.00
B	01	101	000				F			62898	AS2	1	8868		MOUNDS PARK ACADEI	202508	0	0.00	21.00
B	01	101	000				F			62899	AS2	1	8883		DISCOVER YOURSELF, I	202508	0	0.00	3,528.35
B	01	101	000				F			62900	AS2	1	8884		CAMPBELL, AMANDA	202508	0	0.00	100.00
B	01	101	000				F			62901	AS2	1	8885		CARLEN, AMANDA	202508	0	0.00	240.00
B	01	101	000				F			62902	AS2	1	1644		ISD #883 EDUCATION FC	202508	0	0.00	308.50
B	01	101	000				F			62902	AS2	1	1644		ISD #883 EDUCATION FC	202508	0	0.00	308.50
B	01	101	000				F			62903	AS2	1	1969		SCHOOL SERVICE EMPL	202508	0	0.00	980.09
B	01	101	000				F			62903	AS2	1	1969		SCHOOL SERVICE EMPL	202508	0	0.00	884.27
B	01	101	000				F			62904	AS2	1	8849		MESSERLI & KRAMER, F	202508	0	0.00	229.90
B	01	101	000				F			62904	AS2	1	8849		MESSERLI & KRAMER, F	202508	0	9.03	0.00
B	01	101	000				F			62919	AS2	1	1215		XCEL ENERGY	202508	0	0.00	24,711.50
B	01	101	000				F			62921	AS2	1	1037	remit	STAR TRIBUNE	202508	0	0.00	5,850.00
B	01	101	000				F			62922	AS2	1	1057		HILLYARD	202508	0	0.00	241.66
B	01	101	000				F			62922	AS2	1	1057		HILLYARD	202508	0	0.00	77.92
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	41.98
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	98.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	54.57
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	59.64
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	236.71
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	301.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	60.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	368.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	143.94
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	76.12
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	3,735.00

Payment Distributions

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L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	179.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	75.87
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	283.87
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	262.41
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	67.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	55.70
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	755.32
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	113.09
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	201.88
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	264.81
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	58.62
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	29.19
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	55.70
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	139.99
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	39.97
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	59.98
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	32.99
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	73.16
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	128.80
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	210.00
B	01	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	241.86
B	01	101	000				F			62924	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	297.41
B	01	101	000				F			62925	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	136.05
B	01	101	000				F			62928	AS2	1	2208		TECH/CHECK	202508	0	0.00	92.50
B	01	101	000				F			62929	AS2	1	2237		BERGMANN, TROY	202508	0	0.00	90.00
B	01	101	000				F			62930	AS2	1	3187		ACME TOOLS	202508	0	0.00	1,399.00
B	01	101	000				F			62931	AS2	1	4811		KUPHAL BRENT	202508	0	0.00	90.00
B	01	101	000				F			62932	AS2	1	4937		RUSSELL SECURITY RE	202508	0	0.00	170.00
B	01	101	000				F			62935	AS2	1	5327		VIDMAR, GERALD	202508	0	0.00	90.00
B	01	101	000				F			62938	AS2	1	7136		GREATER MINNESOTA C	202508	0	0.00	84.00
B	01	101	000				F			62938	AS2	1	7136		GREATER MINNESOTA C	202508	0	0.00	210.00
B	01	101	000				F			62938	AS2	1	7136		GREATER MINNESOTA C	202508	0	0.00	84.00
B	01	101	000				F			62941	AS2	1	7638		JACOBSON, WAYNE	202508	0	0.00	90.00
B	01	101	000				F			62942	AS2	1	7697		MARISELA V NELSON IN	202508	0	0.00	60.00
B	01	101	000				F			62943	AS2	1	7771	remit	MRI SOFTWARE, LLC	202508	0	0.00	140.00
B	01	101	000				F			62944	24AS2	1	7786	REMI	TERRAFORM PHOENIX I	202508	0	0.00	147.82
B	01	101	000				F			62945	AS2	1	8010		LANGUAGE LINE SERVI	202508	0	0.00	83.90

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L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62946	AS2	1	8125		REEVES, CAITLYN	202508	0	0.00	135.00
B	01	101	000				F			62947	AS2	1	8279		CADY BUSINESS TECHN	202508	0	0.00	2,717.85
B	01	101	000				F			62948	AS2	1	8351		MILLER, RHONDI	202508	0	0.00	135.00
B	01	101	000				F			62949	AS2	1	8361		KAMIDA CONCRETE COI	202508	0	0.00	3,125.00
B	01	101	000				F			62951	AS2	1	8399		AMPION PBC	202508	0	0.00	69.91
B	01	101	000				F			62952	AS2	1	8534		MALO, AMANDA	202508	0	0.00	135.00
B	01	101	000				F			62953	AS2	1	8678	remit	EDFINMN LLC	202508	0	0.00	9,000.00
B	01	101	000				F			62954	AS2	1	8684		YALE MECHANICAL, LL	202508	0	0.00	1,657.00
B	01	101	000				F			62956	AS2	1	8852		CYBER ADVISORS LLC	202508	0	0.00	217.50
B	01	101	000				F			62957	AS2	1	8854		LARSON, BELINDA	202508	0	0.00	150.00
B	01	101	000				F			62958	AS2	1	8859		BARASA, ALEX	202508	0	0.00	60.00
B	01	101	000				F			62961	AS2	1	8887	CTIC	MONTICELLO HIGH SCH	202508	0	0.00	40.00
B	01	101	000				F			62966	AS2	1	1044		MAWSECO #938	202508	0	0.00	2,436.31
B	01	101	000				F			62967	AS2	1	1045		CLIMATE MAKERS INC	202508	0	0.00	625.00
B	01	101	000				F			62968	AS2	1	1057		HILLYARD	202508	0	0.00	1,845.78
B	01	101	000				F			62968	AS2	1	1057		HILLYARD	202508	0	0.00	1,699.18
B	01	101	000				F			62968	AS2	1	1057		HILLYARD	202508	0	0.00	1,937.51
B	01	101	000				F			62969	AS2	1	1098		MACGILL & CO	202508	0	0.00	410.31
B	01	101	000				F			62970	AS2	1	1102		JW PEPPER	202508	0	0.00	7.50
B	01	101	000				F			62971	AS2	1	1154		MSBA	202508	0	0.00	280.00
B	01	101	000				F			62972	AS2	1	1203		BEAUDRY OIL COMPAN	202508	0	0.00	599.80
B	01	101	000				F			62973	AS2	1	1230		RATWIK, ROSZAK & M/	202508	0	0.00	123.00
B	01	101	000				F			62975	AS2	1	1416		WRIGHT COUNTY JOUR	202508	0	0.00	65.88
B	01	101	000				F			62975	AS2	1	1416		WRIGHT COUNTY JOUR	202508	0	0.00	36.81
B	01	101	000				F			62975	AS2	1	1416		WRIGHT COUNTY JOUR	202508	0	0.00	34.88
B	01	101	000				F			62975	AS2	1	1416		WRIGHT COUNTY JOUR	202508	0	0.00	62.00
B	01	101	000				F			62977	AS2	1	2211		CROWN COLLEGE	202508	0	0.00	2,171.97
B	01	101	000				F			62978	AS2	1	2885		AMERICAN TIME & SIGN	202508	0	0.00	1,633.05
B	01	101	000				F			62980	AS2	1	4111	REMI	JOSTENS INC	202508	0	0.00	618.03
B	01	101	000				F			62981	AS2	1	4335		4 POINT 0 SCHOOL SER	202508	0	0.00	16,086.65
B	01	101	000				F			62981	AS2	1	4335		4 POINT 0 SCHOOL SER	202508	0	0.00	95,182.56
B	01	101	000				F			62982	AS2	1	4387		TAHER INC - BIN# 1350	202508	0	0.00	130.90
B	01	101	000				F			62983	AS2	1	4937		RUSSELL SECURITY RE	202508	0	0.00	160.00
B	01	101	000				F			62984	AS2	1	5252		PROFESSIONAL WIRELE	202508	0	0.00	734.50
B	01	101	000				F			62985	AS2	1	6279		SHI INTERNATIONAL CO	202508	0	0.00	13,449.00
B	01	101	000				F			62986	AS2	1	6670		A+ DRIVING SCHOOL NC	202508	0	0.00	399.00
B	01	101	000				F			62987	AS2	1	6913		NEE INVESTMENT 9, LLC	202508	0	0.00	214.67

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L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62987	AS2	1	6913		NEE INVESTMENT 9, LLC	202508	0	0.00	144.43
B	01	101	000				F			62988	AS2	1	7480		CORPORATE MECHANIC	202508	0	0.00	3,400.00
B	01	101	000				F			62989	AS2	1	7545		TEACHERS ON CALL	202508	0	0.00	5,645.73
B	01	101	000				F			62989	AS2	1	7545		TEACHERS ON CALL	202508	0	0.00	5,580.64
B	01	101	000				F			62990	AS2	1	7697		MARISELA V NELSON IN'	202508	0	0.00	30.00
B	01	101	000				F			62992	AS2	1	8247		SPEEDPRO IMAGING	202508	0	0.00	1,280.37
B	01	101	000				F			62993	AS2	1	8489		LAURSEN PIANO SERVI	202508	0	0.00	700.00
B	01	101	000				F			62994	AS2	1	8498		SCHMITT MUSIC ANOKA	202508	0	0.00	30.00
B	01	101	000				F			62994	AS2	1	8498		SCHMITT MUSIC ANOKA	202508	0	0.00	125.00
B	01	101	000				F			62994	AS2	1	8498		SCHMITT MUSIC ANOKA	202508	0	0.00	79.00
B	01	101	000				F			62994	AS2	1	8498		SCHMITT MUSIC ANOKA	202508	0	0.00	65.00
B	01	101	000				F			62994	AS2	1	8498		SCHMITT MUSIC ANOKA	202508	0	0.00	95.00
B	01	101	000				F			62995	AS2	1	8595	remit	GILBERT MECHANICAL	202508	0	0.00	374.00
B	01	101	000				F			62995	AS2	1	8595	remit	GILBERT MECHANICAL	202508	0	0.00	374.00
B	01	101	000				F			62995	AS2	1	8595	remit	GILBERT MECHANICAL	202508	0	0.00	997.00
B	01	101	000				F			62995	AS2	1	8595	remit	GILBERT MECHANICAL	202508	0	0.00	2,364.53
B	01	101	000				F			62996	AS2	1	8621		CESO TRANSPORTATIO	202508	0	0.00	139,766.27
B	01	101	000				F			62997	AS2	1	8718	remit	SENR WOOLY	202508	0	0.00	199.00
B	01	101	000				F			62998	AS2	1	8755		THE ACCIDENTAL ADUL	202508	0	0.00	900.00
B	01	101	000				F			62999	AS2	1	8805		RIDGEWATER COLLEGE	202508	0	0.00	3,000.00
B	01	101	000				F			63001	AS2	1	8888		GREEN ROCK BURGER /	202508	0	0.00	119.41
B	01	101	000				F			63002	AS2	1	8849		MESSERLI & KRAMER, F	202508	0	0.00	234.68
B	01	101	000				F			63004	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	4,941.01
B	01	101	000				F			63004	AS2	1	1180		CENTERPOINT ENERGY	202508	0	0.00	7,772.88
B	01	101	000				F			63005	AS2	1	1285		BURG, JOHN	202508	0	0.00	120.00
B	01	101	000				F			63006	AS2	1	1826		ANDERSON, BRIAN	202508	0	0.00	155.00
B	01	101	000				F			63007	AS2	1	2237		BERGMANN, TROY	202508	0	0.00	145.00
B	01	101	000				F			63008	AS2	1	2939		BURAU, CHAD	202508	0	0.00	155.00
B	01	101	000				F			63009	AS2	1	4472		BOLLANT JOE	202508	0	0.00	155.00
B	01	101	000				F			63010	AS2	1	5735		STRUMBEL, JENNIFER	202508	0	0.00	120.00
B	01	101	000				F			63011	AS2	1	5995	spee	CENTRAL PUBLIC SCHO	202508	0	0.00	188.00
B	01	101	000				F			63012	AS2	1	6517		MYLES, JOHN	202508	0	0.00	120.00
B	01	101	000				F			63013	AS2	1	6826		DAY, ROGER	202508	0	0.00	155.00
B	01	101	000				F			63016	AS2	1	8172		DRENNAN, CHRISTOPHE	202508	0	0.00	155.00
B	01	101	000				F			63018	AS2	1	8715		PRATT, ELIZABETH	202508	0	0.00	120.00
B	01	101	000				F			63019	AS2	1	8856		DUNN, ALIJAH	202508	0	0.00	60.00
B	01	101	000				F			63020	AS2	1	8859		BARASA, ALEX	202508	0	0.00	60.00

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L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		63021	AS2	1	8889		PIERSON, BRADLEY	202508	0	0.00	155.00
B	01	101	000				F			63022	AS2	1	8890		BRATSCH, BRODY	202508	0	0.00	145.00
B	01	101	000				F			63023	AS2	1	1644		ISD #883 EDUCATION FC	202508	0	0.00	308.50
B	01	101	000				F			63023	AS2	1	1644		ISD #883 EDUCATION FC	202508	0	0.00	308.50
B	01	101	000				F			63024	AS2	1	1969		SCHOOL SERVICE EMPL	202508	0	0.00	1,015.76
B	01	101	000				F			63024	AS2	1	1969		SCHOOL SERVICE EMPL	202508	0	0.00	1,059.68
B	01	101	000				F			63025	AS2	1	1181		CITY OF ROCKFORD	202508	0	0.00	89.01
B	01	101	000				F			63025	AS2	1	1181		CITY OF ROCKFORD	202508	0	0.00	1,231.41
B	01	101	000				F			63025	AS2	1	1181		CITY OF ROCKFORD	202508	0	0.00	21.81
B	01	101	000				F			63025	AS2	1	1181		CITY OF ROCKFORD	202508	0	0.00	1.62
B	01	101	000				F			63025	AS2	1	1181		CITY OF ROCKFORD	202508	0	0.00	465.33
B	01	101	000				F			63026	AS2	1	1192		VERIZON WIRELESS	202508	0	0.00	216.66
B	01	101	000				F			63028	AS2	1	1285		BURG, JOHN	202508	0	0.00	160.00
B	01	101	000				F			63028	AS2	1	1285		BURG, JOHN	202508	0	0.00	120.00
B	01	101	000				F			63031	AS2	1	2081		MAPLE LAKE PUBLIC SC	202508	0	0.00	91.00
B	01	101	000				F			63032	AS2	1	2237		BERGMANN, TROY	202508	0	0.00	402.00
B	01	101	000				F			63033	AS2	1	3400		ORDWAY CENTER-EDUC	202508	0	0.00	880.00
B	01	101	000				F			63034	AS2	1	4111	REMI	JOSTENS INC	202508	0	0.00	33.83
B	01	101	000				F			63035	AS2	1	4366	NLS	REGION 5A SECRETAR\	202508	0	0.00	100.00
B	01	101	000				F			63036	AS2	1	4366	remit	REGION 5A	202508	0	0.00	100.00
B	01	101	000				F			63037	AS2	1	5277	remit	MINNEAPOLIS ATHENA	202508	0	0.00	450.00
B	01	101	000				F			63038	AS2	1	5306		BORAAS, ROB	202508	0	0.00	155.00
B	01	101	000				F			63038	AS2	1	5306		BORAAS, ROB	202508	0	0.00	155.00
B	01	101	000				F			63039	AS2	1	5327		VIDMAR, GERALD	202508	0	0.00	402.00
B	01	101	000				F			63039	AS2	1	5327		VIDMAR, GERALD	202508	0	0.00	90.00
B	01	101	000				F			63040	AS2	1	5507		CITY OF GREENFIELD W	202508	0	0.00	1,368.64
B	01	101	000				F			63040	AS2	1	5507		CITY OF GREENFIELD W	202508	0	0.00	36.30
B	01	101	000				F			63041	AS2	1	5709		WAWRZYNIAK, SCOTT	202508	0	0.00	155.00
B	01	101	000				F			63042	AS2	1	5735		STRUMBEL, JENNIFER	202508	0	0.00	80.00
B	01	101	000				F			63043	AS2	1	5795	remit	MEDCO SURGICAL SUP	202508	0	0.00	174.88
B	01	101	000				F			63044	AS2	1	6103		SCHEFF, GREG	202508	0	0.00	155.00
B	01	101	000				F			63044	AS2	1	6103		SCHEFF, GREG	202508	0	0.00	155.00
B	01	101	000				F			63045	AS2	1	6517		MYLES, JOHN	202508	0	0.00	120.00
B	01	101	000				F			63046	AS2	1	6623		ADVANCED IMAGING SC	202508	0	0.00	11,438.16
B	01	101	000				F			63049	AS2	1	7166		PARPART, NATHAN	202508	0	0.00	140.00
B	01	101	000				F			63051	AS2	1	7414		HAAS, CASEY	202508	0	0.00	155.00
B	01	101	000				F			63052	AS2	1	7628		KOPPI, WILLIAM	202508	0	0.00	155.00

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L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	003				F	Cash & Cash Equiv -		62851	PAY	1	5459		LEGAL SHIELD	202508	0	0.00	55.81
B	01	101	003				F			62851	PAY	1	5459		LEGAL SHIELD	202508	0	0.00	55.81
B	01	101	003				F			62852	PAY	1	2470		MSRS	202508	0	0.00	7,901.29
B	01	101	003				F			62852	PAY	1	2470		MSRS	202508	0	0.00	7,901.29
B	01	101	003				F			62853	PAY	1	4050		AFLAC	202508	0	0.00	147.50
B	01	101	003				F			62853	PAY	1	4050		AFLAC	202508	0	0.00	147.50
B	01	101	003				F			62962	PAY	1	1962		MINNESOTA DEPT OF RE	202508	0	0.00	19,503.89
B	01	101	003				F			62963	PAY	1	2006		US GOVERNMENT	202508	0	0.00	115,404.02
B	01	101	003				F			62964	PAY	1	1938		TRA	202508	0	0.00	60,460.15
B	01	101	003				F			62965	PAY	1	1937		PUBLIC EMPLOYEES RE	202508	0	0.00	23,418.87
Account Total:																			
\$0.00 \$513,956.01																			
B	02	101	000				F	Cash & Cash Equiv		62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	118.28
B	02	101	000				F			62926	AS2	1	1901		VERGIN SALES	202508	0	0.00	1,429.00
B	02	101	000				F			62955	AS2	1	8846	remit	THE BOELTER COMPANI	202508	0	0.00	89.03
B	02	101	000				F			62976	AS2	1	1437		KOIVISTO ELECTRICAL	202508	0	0.00	1,200.00
B	02	101	000				F			62982	AS2	1	4387		TAHER INC - BIN# 13509	202508	0	0.00	118,345.01
B	02	101	000				F			62988	AS2	1	7480		CORPORATE MECHANIC	202508	0	0.00	5,130.00
B	02	101	000				F			63066	AS2	1	8832	REMI	HOBART SERVICE	202508	0	0.00	599.57
Account Total:																			
\$0.00 \$126,910.89																			
B	04	101	000				F	Cash & Cash Equiv		62861	AS2	1	2162		MUSIC THEATRE INTERI	202508	0	0.00	880.00
B	04	101	000				F			62871	AS2	1	6377		DISH	202508	0	0.00	132.09
B	04	101	000				F			62877	AS2	1	7615		HASTY AWARDS	202508	0	0.00	387.37
B	04	101	000				F			62882	AS2	1	7697		MARISELA V NELSON IN'	202508	0	0.00	30.00
B	04	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	134.54
B	04	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	323.82
B	04	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	1,400.00
B	04	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	23.99	0.00
B	04	101	000				F			62923	AS2	1	1394		MBNA/BUSINESS CARD	202508	0	0.00	57.42
B	04	101	000				F			62927	AS2	1	1946		SCHMIDT, AMY	202508	0	0.00	139.05
B	04	101	000				F			62934	AS2	1	5318		SANDENO, RANDY	202508	0	0.00	139.05
B	04	101	000				F			62934	AS2	1	5318		SANDENO, RANDY	202508	0	0.00	35.00
B	04	101	000				F			62936	AS2	1	6029		KIDZART	202508	0	0.00	600.00
B	04	101	000				F			62939	AS2	1	7333		WEISSMAN	202508	0	80.00	0.00
B	04	101	000				F			62939	AS2	1	7333		WEISSMAN	202508	0	275.19	0.00
B	04	101	000				F			62939	AS2	1	7333		WEISSMAN	202508	0	0.00	47.66
B	04	101	000				F			62939	AS2	1	7333		WEISSMAN	202508	0	0.00	3,466.88

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L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	04	101	000				F	Cash & Cash Equiv		62940	AS2	1	7367		DUSSL, DANIEL	202508	0	0.00	139.05
B	04	101	000				F			62942	AS2	1	7697		MARISELA V NELSON IN'	202508	0	0.00	100.00
B	04	101	000				F			62950	AS2	1	8365		ALLEY, NICOLE	202508	0	0.00	28.00
B	04	101	000				F			62950	AS2	1	8365		ALLEY, NICOLE	202508	0	0.00	139.05
B	04	101	000				F			62959	AS2	1	8864		AMORE ART LLC	202508	0	0.00	288.00
B	04	101	000				F			62960	AS2	1	8886		WITTE, BETTY	202508	0	0.00	67.20
B	04	101	000				F			62960	AS2	1	8886		WITTE, BETTY	202508	0	0.00	139.05
B	04	101	000				F			62974	AS2	1	1369		ABC LETTERING	202508	0	0.00	498.40
B	04	101	000				F			62979	AS2	1	3856		TECH ACADEMY/COMPL	202508	0	0.00	135.00
B	04	101	000				F			62981	AS2	1	4335		4 POINT 0 SCHOOL SER'	202508	0	0.00	3,114.14
B	04	101	000				F			62981	AS2	1	4335		4 POINT 0 SCHOOL SER'	202508	0	0.00	2,172.70
B	04	101	000				F			62982	AS2	1	4387		TAHER INC - BIN# 13509	202508	0	0.00	445.54
B	04	101	000				F			62989	AS2	1	7545		TEACHERS ON CALL	202508	0	0.00	220.32
B	04	101	000				F			62989	AS2	1	7545		TEACHERS ON CALL	202508	0	0.00	264.95
B	04	101	000				F			62990	AS2	1	7697		MARISELA V NELSON IN'	202508	0	0.00	30.00
B	04	101	000				F			62991	AS2	1	8049		RAAA BASKETBALL	202508	0	0.00	201.00
B	04	101	000				F			63014	AS2	1	7333		WEISSMAN	202508	0	0.00	53.29
B	04	101	000				F			63026	AS2	1	1192		VERIZON WIRELESS	202508	0	0.00	100.42
B	04	101	000				F			63027	AS2	1	1266		SAFE COMMUNITIES OF	202508	0	0.00	30.00
B	04	101	000				F			63029	AS2	1	1471	remit	MCEA	202508	0	0.00	279.00
B	04	101	000				F			63030	AS2	1	1901		VERGIN SALES	202508	0	0.00	5,018.00
B	04	101	000				F			63048	AS2	1	6855		K&G GYMNASTICS	202508	0	0.00	500.00
B	04	101	000				F			63050	AS2	1	7201		DOORWAY TO COLLEGE	202508	0	0.00	850.00
Account Total:																			
\$379.18																			
\$22,585.99																			
B	06	101	000				F	Cash & Cash Equiv		62884	AS2	1	7786	REMI'	TERRAFORM PHOENIX I	202508	0	0.00	40,758.00
B	06	101	000				F			62896	AS2	1	8803		JACKSON & ASSOCIATE	202508	0	0.00	63,162.25
B	06	101	000				F			62933	AS2	1	5165	remit	ICS CONSULTING, LLC -	202508	0	0.00	1,000.00
Account Total:																			
\$0.00																			
\$104,920.25																			
B	21	101	000				F	Cash & Cash Equiv		62886	AS2	1	8265		DOMINO'S PIZZA	202508	0	0.00	69.79
B	21	101	000				F			62937	AS2	1	6847		MN DECA	202508	0	0.00	1,590.00
B	21	101	000				F			63000	AS2	1	8873		BEFOUR, INC.	202508	0	0.00	1,045.00
B	21	101	000				F			63003	AS2	1	1159		BANKWEST-CASH	202508	0	0.00	500.00
B	21	101	000				F			63015	AS2	1	7776		HUQ, PREENON	202508	0	0.00	1,000.00
B	21	101	000				F			63017	AS2	1	8265		DOMINO'S PIZZA	202508	0	0.00	76.36

Payment Distributions

Period: 202508-202508 JE Code: 0-999999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount		
B	21	101	000				F	Cash & Cash Equiv		63047	AS2	1	6836		DISTRICT 5 DECA	202508	0	0.00	420.00		
																		Account Total:		\$0.00	\$4,701.15
																		Report Total:		\$668.21	\$1,234,753.47



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Open Enrollments

Meeting Date: March 12, 2025

Prepared by: Business Office

Date Prepared: March 4, 2025

Information
 Briefing
 Action
 Enclosure Item(s)

Resident Students Attending Other Schools

Grade	Non-Resident District	Number	Date Effective	Address Change/New Enrollment
8	Fergus Falls	544	12/9/2024	online school

Non-Resident Students Attending Rockford

Grade	Resident District	Number	Date Effective	Address Change/New Enrollment
EC	Buffalo	877	1/28/2025	NEW ENROLLMENT--older sibling attends Rockford
9	Buffalo	877	1/10/2025	family move--wants to stay enrolled in Rockford
9	Anoka Hennepin	11	1/27/2025	NEW ENROLLMENT; looking for smaller school
6	Osseo	279	2/10/2025	NEW ENROLLMENT
7	Osseo	279	2/10/2025	NEW ENROLLMENT
K	Osseo	279	2/10/2025	NEW ENROLLMENT
11	Wayzata	284	12/16/2024	family move--wants to stay enrolled in Rockford
5	Wayzata	284	12/16/2024	family move--wants to stay enrolled in Rockford
4	Wayzata	284	12/16/2024	family move--wants to stay enrolled in Rockford

Note : Non-resident agreements will not be signed for families requesting a release from our school district. The students listed above are covered under MN Statute 124D.03, thus meeting the legal requirements for open enrollment.



ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION

Subject: MOU Continuance of Agreement for 2025-26 SY

Meeting Date: March 12, 2025

Prepared by: Mike McNulty

Date Prepared: March 3, 2025

Information Briefing Action Enclosure Item(s)

MOU - return to work agreement between Diane VanOrsdol and the Rockford Area School for the 2025-26 school year. This is a continuation of the MOU we entered into with Diane VanOrsdol and EdMN for the school year of 2024-25.

This agreement must be entered into and signed by April 1 as the MOU states.

MEMORANDUM OF UNDERSTANDING

This Return to Work Agreement is entered into by and between Diane Van Orsdol, Education Minnesota Rockford ("Union"), and Independent School District No. 883, Rockford District

WHEREAS, the District currently employs Diane Van Orsdol as a full-time teacher;

WHEREAS, the District and the Union are parties to a Master Agreement (CBA) that governs the employment of the District's teachers;

WHEREAS, Diane Van Orsdol has met the requirements to be eligible to receive a pension from the Teachers Retirement Association ("TRA");

WHEREAS, Diane Van Orsdol has filed the appropriate paperwork with the TRA;

WHEREAS, Diane Van Orsdol has submitted and the District has accepted a letter of retirement having her last day of work as a full-time teacher as June 5, 2024 and


WHEREAS, the parties mutually desire to enter into an agreement regarding Diane Van Orsdol's post retirement work as a TRA recipient;


NOW, THEREFORE, IN CONSIDERATION OF the mutual promises and covenants contained in this Agreement, the parties agree as follows:

1. Diane Van Orsdol will be re-hired for the 2024-25 on the Master's lane step 13. If the parties renew this Agreement for the 2025-2026 school year, then Diane Van Orsdol will advance steps pursuant to the terms of the Master Agreement. Diane Van Orsdol will be entitled to any improvements to the salary schedule that are negotiated and ratified in future collective bargaining agreements and all other applicable terms. Diane Van Orsdol will be responsible for all staff expectations during these school years. Diane Van Orsdol will continue to participate in Qcomp and be qualified for compensation in this program if sheet meets expectations.
2. The District will continue to provide Diane Van Orsdol with health insurance on the same terms as a regular, full-time teacher until August 31st, 2025 according to the terms of the CBA. If the parties renew this Agreement for the 2025-2026 school year, then the District will continue to provide Diane Van Orsdol with health insurance on the same terms as a regular, full-time teacher until August 31st, 2026 according to the terms of the CBA.
3. Diane Van Orsdol will receive all benefits for the 2024-25 school year according to the terms of the CBA. In addition, any accumulated benefits from previous years will be included in the new agreement for those school years. If the parties renew this Agreement for another year, then Diane Van Orsdol will receive all benefits for the 2025-2026 school year according to the terms of the CBA.


4. Neither the District nor Diane Van Orsdol will contribute to TRA during this time.
5. Even though Diane Van Orsdol is not a continuing contract teacher, she will still receive the contribution to the post-retirement health care savings account pursuant to Article VII, Section 9 of the 2023-2025 Master Agreement. The parties will comply with all applicable HCSP rules and applicable laws during the term of this Agreement.
6. In order to continue this Agreement for the 2025-2026 school year, Diane Van Orsdol and the District must mutually agree to do so in writing by April 1, 2025.
7. The Union may file a grievance pursuant to the Grievance Procedure in the CBA to enforce the terms of this Agreement. Diane Van Orsdol, the Union, and the District all agree that Diane Van Orsdol will not attain continuing contract status with the District during the term of this agreement and Diane Van Orsdol knowingly and voluntarily waives any and all rights under Minnesota Statute 122A.40 regarding her continued employment with the school District.
8. This Agreement constitutes the entire agreement between the parties relating to Diane Van Orsdol's employment with the District. This Agreement supersedes any inconsistent provisions in any other document, including, but not limited to, the collective bargaining agreement, any applicable District policies, and any handbook provisions covering Diane Van Orsdol's employment. This agreement does not set a precedent for the future.


IN WITNESS WHEREOF, the parties have entered into this Return to Work Agreement on the dates recorded next to their signatures. By signing below, each party specifically acknowledges that it has read this Agreement; that it has been advised to review the terms of this Agreement with legal counsel; and that it understands and voluntarily agrees to be legally bound by all terms of this Agreement.

Date: 8-16-24 by 
Education Minnesota Rockford

Date: 8-15-24 by 
Diane Van Orsdol

Independent School District No. 883, Rockford

Date: 08/15/2024 by 
School Board Chair

Date: August 15, 2024 by 
Director of Business Operations



EXTENDED FIELD TRIP APPLICATION – FINAL APPROVAL

Final approval must be granted prior to engaging in securing contracts and collecting fees from students. Approval of this final application authorizes the teacher/advisor to proceed with trip planning, including expending the appropriate funds.

School: Rockford High School

Group/Class: DECA

Teacher(s)/Advisor(s) submitting request: Westgaard

of students: 6 # of school personnel: 1 # of chaperones: 0

Destination: DECA ICDC - Orlando Address: _____

Have students received teachers' approval to miss class? Yes X No _____

Departure Date: 4-25-25 Departure Time: After school Return Date: 4-29-25 Return Time: 10pm

Days absent: When school is in session: 3 Non-school days/vacation time: 3

Have reasonable accommodations been made for students with disabilities? Yes X No _____

For trips that contract a tour service, has the contract been reviewed and approved by the Business Manager? Yes _____ No N/A

For trips outside the Continental US and those using a travel services, provide the name of the travel service: N/A

For trips outside of the Continental US, please attach your emergency procedures.

Who has signed off on discussing school discipline policies with students? N/A

Who has signed off on discussing school discipline policies with staff and chaperones? N/A

TRANSPORTATION: Attach request if using district transportation.

School buses and/or 7 or 8 person vans: X N/A: _____

Public Transportation _____ Contracted Transportation: _____

(Name of Service; attach contract)

Place of lodging: Endless Summer Dockside Inn Dates: 4-25 to 4-29

COSTS: (Estimate per student)

Transportation	\$ <u>2100</u>	Expenses to be paid by the district	\$ <u>720</u>
Meals	\$ <u>0</u>	Expenses to be paid by special funds	\$ <u>9300</u>
Substitute Teachers	\$ <u>720</u>	Explain special funding and/or procedures for handling instances of economic need: <u>Fundraising by DECA students / parent contributions</u>	
Lodging	\$ <u>7200 (Includes)</u>		
Other (fees, ins)	\$ <u>Includes</u>		
Total	\$ <u>10,020 programs</u>		

The following documentation must be attached:

- Emergency procedures
- Tentative itinerary
- Signed memo of contract/insurance approval from Business Manager

APPROVAL: Final approval requires the following signatures.

School Principal: [Signature] Date: 3/5/25

Superintendent (or Designee): [Signature] Date: 3.6.25

Board Approval: Yes _____ No _____ Date: _____

Comments _____ 36 _____



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: March 2025 Superintendent's Report

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

Dr. Jeff Ridlehoover to give updates on the district.



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: RHS Rocket Spotlight

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

Paul Stariha
RHS Special Education



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Winter Activities Celebration

Meeting Date: March 12, 2025

Prepared by: Dan Pratt

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

Representatives from the following Athletic and Activities programs will be sharing the highlights for their 2024-25 season.

- DANCE
- B & G BASKETBALL
- BAND
- GYMNASTICS
- B & G HOCKEY
- CHOIR
- SPEECH
- ONE ACT
- WRESTLING



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject:RHS Principal Update

Meeting Date: March 12, 2025

Prepared by: Paul Menard

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

RHS Principal Update on Strategic Directions (Principal Goals), SIP Goals, and IB Programs

Presentation Link: [Board Report 3.12.25](#)



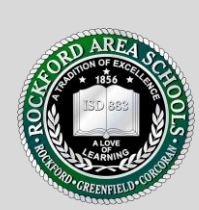
Rockford Area Schools

*presented by,
Paul Menard, Rockford High School Principal*

March 12, 2025

#ROCKETS883





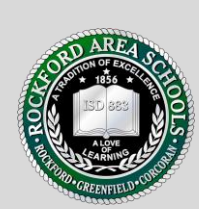
Rockford High School General Updates



General Updates

- 90 day plans
 - Semester 1 Intervention & Incomplete follow-ups
 - Supporting Students
 - NEXT: Defining and Demanding Rigor
- Note-Taking for formative feedback
- Curriculum Mapping, Curricular & Instructional Framework
- Intervention work at Tier 1 & 2 (push in/pull out), AVID work
- Events
 - Theater students to “Come From Away”
 - SLT planning Academic recognition events or activities, “Roscars”
 - AVID Leadership Conference through NWSISD
 - Large Group & Solo Ensemble Contest

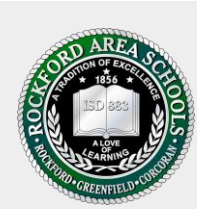




Rockford High School

2023-2024

Goal Setting



Student Achievement & Growth

- **A common syllabus will be created, published, and followed.**
- We will abide by the RHS formative (30% or lower) vs. summative balance (70% or higher), IB policies, and other categories.
- Gradebooks will be set up to reflect this practice. This alignment will assist with the district instructional roadmap to map out standards, learning targets and assessments.

Progress:

- It's so much more than syllabus and grading
- 90 day plans (adaptation of AVID model)
- Real to Ideal roadmap for AVID CCR
- Intense intervention discussions
- [Comprehensive interventions as Tier 1 student support](#)
- Student reflections on FAST, interventions, and successful plans (or adjustments and creation of summer plan)
- Student Achievement Plans implemented

Up Next:

- Define Rigor
- Develop strategic framing of gradual release and insisting on rigor
- Map 'Level 2' work on assessment, learning targets, and standards (alignment, support, audibles)
- Grading practices form and discussion (PLC)



Student Achievement, Engagement Evidence

FAST Testing		Class Grades			
aMath	aReading	S1 Final	S2 In Progress		
Fall - 220! Some Risk Winter - 220! Some Risk Spring	Fall - 530! Some Risk Winter - 518!! High Risk Spring -	English C+	English	F	
		World Hist F	World Hist	F	
		Geometry D-	Geometry	A	
		Chem Conc. C-	Chem Conc.	F	
		Intro to Bus F	Phy Ed	F	
		Read+/Math+ P	Read+/Math+		
		AVID B+	AVID		
Concern Context <input type="checkbox"/> Assessment Results		Concern Context <input checked="" type="checkbox"/> Class Grades			
Identify the Barrier <input checked="" type="checkbox"/> Academic skills <input checked="" type="checkbox"/> Behavior (engagement, effort, motivation)		Identify the Barrier <input checked="" type="checkbox"/> Academic skills <input type="checkbox"/> Attendance <input checked="" type="checkbox"/> Behavior (engagement, effort, motivation)			

Responsive Action (Systems Level)—completed by Counseling Office

Context	Evidence	Responsive Action
Test Scores	FAST	Math & Reading ADSIS Supports via Math+/Read+
Counselor	N/A	Weekly check-ins to discuss missing work and understanding of what he needs to do.

Responsive Action (Classroom Level)—completed by Classroom Teachers

Using the information from the student data landing page as a starting point, begin a responsive action plan to support the student in achievement/growth.

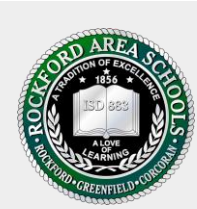
Context	Evidence	Responsive Action (Instructional Level) What does this look like in your class? Tier 1 Guidance
Teacher A	Assignments turned in but needs to take the test.	Check in and see if he knows how to get started, any questions, and in the right spot to achieve success? Have him pull up the note packet key to make sure he sees.
Teacher B	8% Missing a LOT	How are you going to get started, what questions do you have, are you in a good space for achieving Skeleton notes
Teacher C	Often off task and disengaged	Check his skeleton notes and all notes in general for completion,
Teacher D	Getting caught up after absences	How are you going to get started, what questions do you have, are you in a good space for achieving Skeleton notes
Teacher E	Missing a lot, often off-task (socializing)	Skeleton notes, video resources for reteaching (absence), preview assessment (practice quiz)

Formative/Summative Work Specifics

Classroom work time	Struggles to complete coursework	Desk touch check ins for pretty much everything - BUT be careful of overwhelm, give space
Assignments and projects	Struggles to complete assignments	Benefits from intentional and deliberate scaffolds - sentence starters and slide skeletons
exams	Overwhelmed by unit assessments	Chunk, extended time

Team Collaboration in Implementation

1. Communication
 - Student
 - Counselors
 - Family
2. Progress Monitoring
3. Plan Adjustments



Healthy & Supportive Environment

- **Through student-created (SLT) and adult supported (me) Josten's Renaissance challenges, creation and monitoring of expectations, and the student connectedness survey 95% of students will identify a trusted adult in the school.**

Current Data (from November):

Yes - 292 (89%)

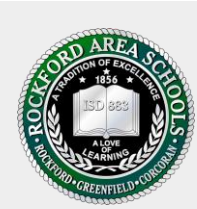
No - 35 (10%)

Progress:

- MySAEBRS
- RAS Student Connectedness Survey
- Monthly Renaissance Challenges
- Cross-reference involvement in SLT, activities, clubs, community, average daily attendance
- Explored more community-building events, including an academic pep fest (potentially this spring)
- Student study through SLT, Renaissance Leadership Video series

Up Next

- Begin Identity Study (via Renaissance experts)
- Begin student training videos→create student surveys for Renaissance events and course evaluations
- Conduct spring RAS Student Connectedness Survey



Community, School, & Family Partnerships

- **Establish Community Partnerships to enhance and expand CP offerings, real-world connections**
- Continue to provide certification, articulated and college credit options and IB performance-credit options.
- Provide at least six career pathways for students (or as many as budget allows) by 25-26 school year

Current Data:

6 CP Candidates

MN Grant calls for 2 additional pathways by 26-27 school year

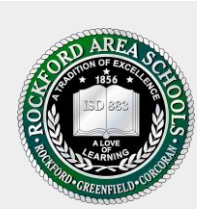
Progress:

- Career Fair - expanded vendors
- Curricular connections with local businesses (Tuffy's/The Spot, interest forms at Career Fair)
- Data study on DP scores - summer '24 and ongoing in Curricular Framework/Magnet Meetings
- Data study on CIS credits - summer '24 and ongoing each spring
- Explore articulated credit/concurrent enrollment opportunities - provides college credit opportunities for students and certification requirements for CP program -Working on a partnership with UMD to offer additional math credit and a new Intro to education course to offer college credit
- Curriculum Fair presentations for families (December) and ongoing meetings with Full Diploma and Career pathway students after registration

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Up Next:

- Package college credit options into a clear presentation
- Create CP Diploma pathways (new IB CP structure, PPS 11 & 12, MN Ethnic Studies guideline)
- Ensure sustainability through careful planning and attentiveness to student interest and registration numbers



Community, School and Family Partnerships

Craftsmanship Pathway- Construction

CTE grant - \$15,000)

Through the grant we have been able to purchase:

- Bandsaw
- Vertical Panel saw
- Wood lathe
- Router
- Assortment of tools

This has allowed us to create a safe space for our students to create different projects

Craftsmanship Pathway - Welding

(CTE grant - \$15,000)

Future purchase:

3 - Lincoln Electric Multi Process Welder

*We are working on a long term plan to create more work stations in the welding area.

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Landscape Design and Food Science Courses

Through sale of expired equipment and ED foundation donation

- 6 new ovens and stainless steel lab table to create workstations in Food Science room
- 8 stainless steel tables for lab work area
- New materials for each workstation (mixers, utensils, mixing bows, etc)

Continued work with the AG/Tech department on future planning for adding career pathways to this area



Community, School and Family Partnerships

Spring International Baccalaureate Magnet Programs Updates

Middle Years Program (MYP)

- 144 10th grade students completed Personal Projects
- Personal Project will showcase their products at our March Parent/Teacher Conferences
- Students explored DP and CP options for next year

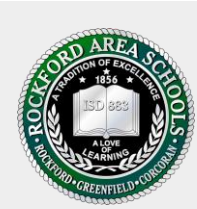


Diploma Program (DP)

- 2 Full Diploma candidates for 2025
- 65 students signed up for take 175 IB external exams
- 125 DP External Exams begin April 29 and last through May 21.
- 7 Junior Full Diploma Candidates have begun planning for their extended essay.
- All 10th and 11th grade Full DP candidates have had individual meetings with IB Coordinator

Career Pathway Program (CP)

- 6 CP candidates for 2025
- New IB Career Pathway Curriculum for Fall 2025 school year
- Continuation of the State IB grant through 2026.
- **6 career pathways for the 2025-2026 school year**
 - Business
 - CNA
 - Craftsman (Construction/Welding)
 - Education
 - Theater
 - Vet Assistant



Culture of Collective Purpose

- **Incorporate AVID strategies. (Fall: Focused Note-Taking; Spring: Support and Rigor)**
- When teachers purposefully frame and instruct note taking strategies, and students can demonstrate strong note taking, revision, and review skills, the student success rate will rise.
- This will be measured by comparing the student failure rate at each grade check (semesters) in the 24-25 school year vs. the rate in the same time frame as 23-24.

Current Data:

Fall 23:

of F's - 281

of F's - 104 (63% dec)

of students with F - 90

Fall 24:

#

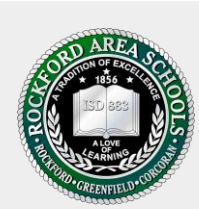
of students

Progress:

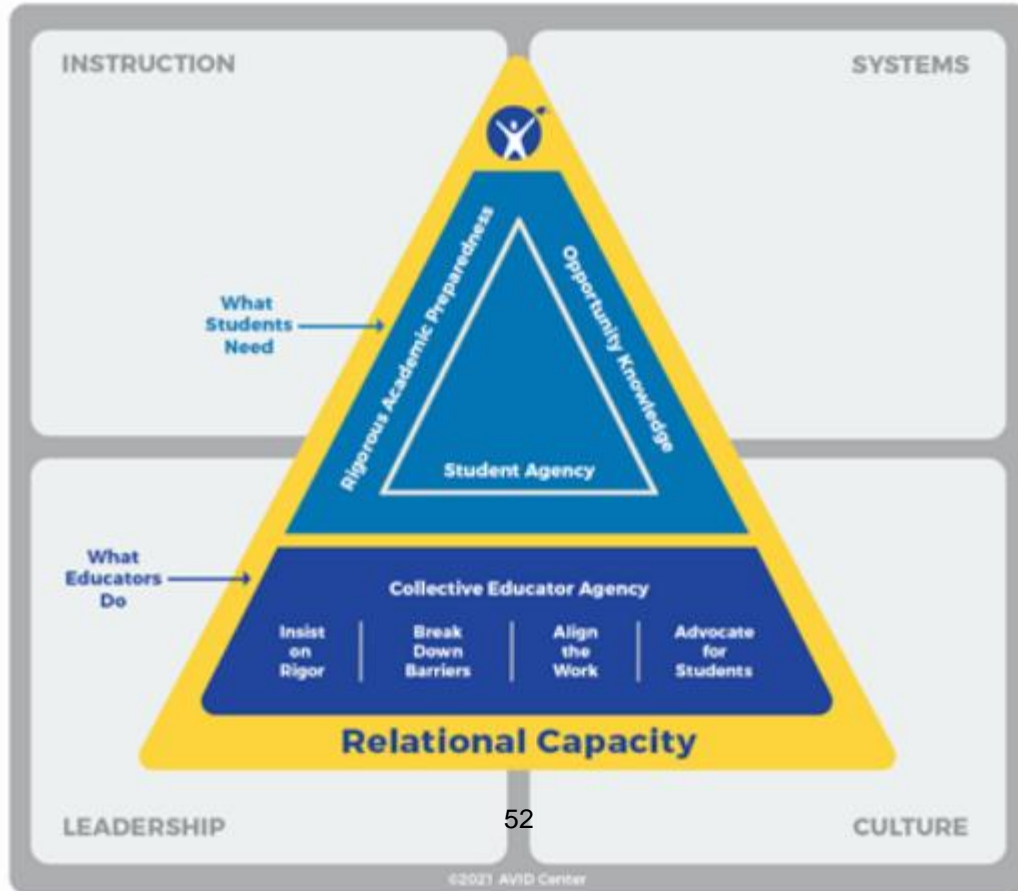
- Plan at BILT, Purpose at Staff Meetings (Wednesdays), Product shown at PLC (Thursdays); Product shared with staff (following Wednesdays)
- Meet with new teachers on select Wednesdays
- Student FNT Survey
- Exemplars of student notes
- Teacher testimonials surrounding note taking strategies implemented and correlation with student engagement
- Sept-Nov: Focused Note Taking
- Nov-Jan: Grading interventions for S1

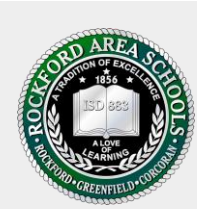
Up Next:

- Jan-March: Relational Capacity & Advocate for Students
- March-June: Insist on Rigor
- Additional 90 day plans will be implemented in the 25-26 school year as time and competing initiatives allow in order to further operationalize the AVID CCR at Rockford High School



AVID College & Career Readiness Framework





Stewardship of Resources

- **Closely monitor spending, staffing allocations, and budgets to remain within total budget projection outlook for RHS in FY25.**

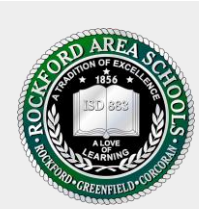
Progress:

- Monthly budget review with Olivia
- Department meetings to determine CADR offset by IB course offerings
- Pathway planning for CP
- Section projection meetings and staffing plans
- Budget transfers and careful review of orders
- Access to SMART Systems; eliminated old tracking system
- Elective prioritization process, rotation, and budget impact proposal development
- Prioritize potential elective staffing based upon student registration
- Working with CFO and Superintendent to strategically staff according to student need
- Working with CFO and Superintendent to monitor and adjust future building budget lines
- Coordinating with district directors regarding building, program, and equipment needs to support curriculum (Perkins & Equipment Grant)

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Up Next:

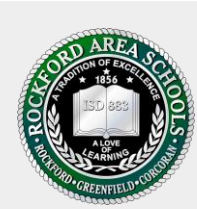
- Finalizing FY25 orders, reconciling balances, FTE for FY 26



RHS School Improvement Plan (SIP)

- **Standards, Learning Targets, & Assessments**
 - Each team and individual will increase by a minimum of one level on the standards [learning scale](#) as measured in October, January, and May.
 - Overall increase across all levels at RHS (October to January):
 - Standards: from 1.40 to 2.38
 - Learning Targets: from 1.36 to 2.43
 - Assessments: from 1.52 to 2.57

	No Evidence	Beginning	Progressing	Mastering	Excelling
	0	1	2	3	4
Standards	are not linked to the class , documented, or used/referenced.	are linked to the class and teachers are aware of what they are.	are aligned to class instruction, and documented in the RAS curricular map.	are aligned, documented and include power/essential standards along with standards bundles.	regularly referenced in monitoring, adjusting instruction both within teams and across teams (vertically). Documents are go-to for new staff .
Learning Targets	are not linked to the class , documented, or used/referenced.	are linked to the class and teachers are aware of what they are.	are aligned to standards, constructed in the RAS format, and documented in the RAS curricular map.	are aligned, constructed effectively, documented and communicated to students reliably in a predictable structure.	are referenced throughout the lesson such that student achievement and growth is impacted.
Assessments	are not aligned to the standards.	are aligned to the standards.	are aligned to the standards, documented clearly, and implemented as common assessments where applicable.	are aligned, documented, and implemented effectively as a way to monitor student achievement and growth on an ongoing basis.	are aligned, documented, and implemented effectively as a way to monitor student achievement and growth on an ongoing basis. Assessments are also varied to support student achievement with different assessment structures.



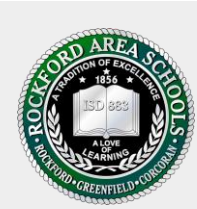
RHS School Improvement Plan (SIP)

- **Student Connectedness**

- Through student-created (SLT) and adult supported (me) Jostens Renaissance challenges, creation and monitoring of expectations, and the student connectedness survey 95% of students will identify a trusted adult in the school.
 - Events reinforcing community, Say Something implementation, informal data collection (hallways, lunchroom, classroom visits)
 - Spring Student Connectedness Survey later this semester

- **Q-Comp Site Goal**

- 30 students will show growth by decreasing their risk level (or showing significant growth within the high risk category) from Fall 2024 to Spring 2025 on the aReading test.
- 20 students will show growth by decreasing their risk level (or showing significant growth within the high risk category) from Fall 2024 to Spring 2025 on the aMath test.



QComp Progress Update

FAST Reading

30	35	Moved UP
	28	Moved DOWN
	186	Stayed the SAME

FAST Math

57

20	50	Moved UP
	40	Moved DOWN
	207	Stayed the SAME



Thank You.



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: NWSISD

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

Dr. Jeff Ridlehoover to introduce Heather Lyke from NWSISD to present.



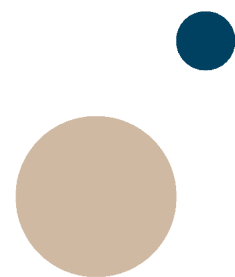
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NWSISD OVERVIEW

From 2001 - Today



BASICS





NORTHWEST SUBURBAN INTEGRATION SCHOOL DISTRICT

A Global Community Learning and Growing Together



Just the facts.

NWSISD by the Numbers

We are
school
district

#6078

2001

the year
NWSISD
was formed

8% of each member
district's A&I dollars
are allocated to fund
NWSISD programming

124D.861 & 124D.862

the 2 Achievement and Integration (A&I)
MN State Statutes that anchor our work

7 member
districts

1 consortium

- Anoka-Hennepin
- Brooklyn Center
- Buffalo-Hanover-Montrose
- Fridley
- ISD 728 (Elk River, Otsego, Rogers, Zimmerman)
- Osseo
- Rockford



STUDENT OPPORTUNITIES & STAFF SUPPORTS





All Our Magnet Sites



SYSTEM SUPPORTS

Magnet Programs

Transportation
for out-of-district magnet students & in-district transfers

Prioritized Lottery Enrollment





MSAP Grant Management
Magnets Schools of American Program

Reflection & Review Cycles
at sites not receiving MSAP grant funds

Curriculum Integration Support
for Site/District Coordinators

Our Magnet Themes



-  Science
-  Technology
-  Environmental studies/
Engineering
-  [Arts]
-  Mathematics

3 Pillars of Services

The Arts Experience

Arts magnet schools provide students with a strong academic core that is anchored in opportunities of creative expression. Students develop skills of critical thinking, communication, self-confidence, and multicultural appreciation through visual arts, music, theater, dance, and media art. Learning through the arts allows students hands-on experiences that embrace self expression.



A 2022 study shows that integrated arts programs bolster academic achievement—they improve focus and engagement, build strong social-emotional and interpersonal skills, and reduce the stress levels of students (U.S. News & World Report).

The IB Experience

International Baccalaureate (IB) magnet schools infuse a core curriculum with a world focus designed to help young people become responsible global citizens.



The IB Programme, practiced around the world, began in Europe in 1968 as a way to meet the academic needs of children in international communities. IB aims to blend the best educational practices from around the world, emphasizing rigorous study across all academic areas including responsible citizenship, critical and compassionate thinking, lifelong learning, an international lens, and respect for others' perspectives.



The STEM / STEAM Experience

STEM and **STEAM** magnet programs/schools envelop students in world inquiry, creative exploration, and project based learning as means to fosters critical thinking, innovation, and real-world problem solving skills in the areas of **STEM**: science, technology, engineering, and mathematics.

STEAM sites add in an Arts focus as well: developing students' skills and enhancing their school experiences through visual arts, music, theater, dance, and digital media.

According to the National College Board, STE(A)M programming serves as an equalizer for student achievement by fostering innovation and creativity, and opening the door to a wide array of career pathways and higher educational opportunities (National Math + Science Institute, 2024).



NWSISD Magnet Themes

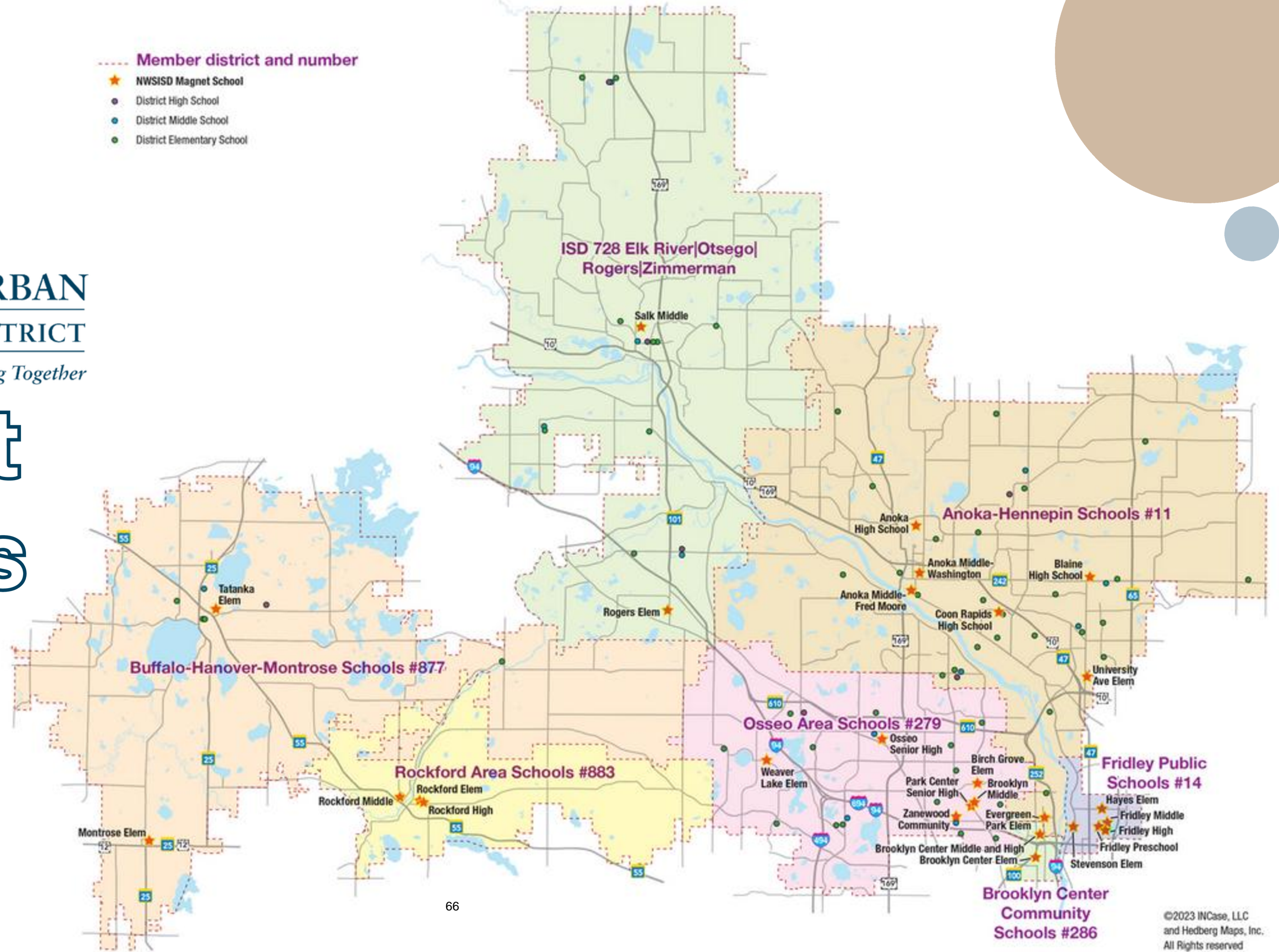


NORTHWEST SUBURBAN INTEGRATION SCHOOL DISTRICT

A Global Community Learning and Growing Together

Magnet Schools

- Member district and number
- NWSISD Magnet School
- District High School
- District Middle School
- District Elementary School



ALL Sites Across Our 7 Member Districts

available to
← →

All Our Magnet Sites



STUDENT SUPPORTS

College & Career

- Student Mentorships
- Essence
 - Step-Up
- Post-Secondary Experiences
- College Visits
 - Career Fairs
 - Volunteer Activities
 - Conferences
 - Field Experiences
 - Educator's Rising

transportation costs often reimbursable



STAFF SUPPORTS

Educators

- Professional Development
- Interdistrict Partnerships (IDPs)
 - Leadership Series
 - Customized Sessions
 - Consulting, Coaching, and Thought Partnerships
- Cultural Enrichments
- Multicultural Resource Center (MRC), our artifact archive
 - Global Table Experiences
 - Heritage Celebrations

Facilitation/Small Event Spaces



SYSTEM SUPPORTS

Magnet Programs

- Transportation
for out-of-district magnet students & in-district transfers
- Prioritized Lottery Enrollment
- MSAP Grant Management
Magnets Schools of American Program
- Reflection & Review Cycles
at sites not receiving MSAP grant funds
- Curriculum Integration Support
for Site/District Coordinators

Our Magnet Themes



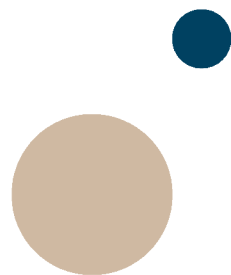
- Science
- Technology
- Environmental studies/Engineering
- [Arts]
- Mathematics



3 Pillars of Services



ACHIEVEMENT & INTEGRATION



BACKGROUND

- NWSISD was created in response to Minnesota's Desegregation Rule, addressing Statutes 124D.861 & 124D.862
- **Brooklyn Center** and **Osseo Area** school districts were the first of our 7 to be identified by MDE as RI
- In recent years, **Fridley** and **Anoka-Hennepin** have also become RI

This rule requires 'Racially Isolated' school districts to have an MDE-approved plan that:

- increases racial and economic integration;
- reduces achievement disparities; and
- increases access to effective and diverse teachers



BACKGROUND

- NNWSISD was created in response to Minnesota's Desegregation Rule, addressing Statutes 124D.861 & 124D.862
- **Brooklyn Center** and **Osseo Area** school districts were the first of our 7 to be identified by MDE as RI
- In recent years, **Fridley** and **Anoka-Hennepin** have also become RI
- **Buffalo-Hanover-Montrose, ISD 728**, and the **Rockford** school districts qualify for Achievement & Integration funding because they:
 - partner with adjacent districts that are RI
 - have an A&I plan that is approved by MDE

Because NWSISD's 7 member districts collaborate on A&I, **each of our member districts receives the maximum A&I funding allocation possible**



ACHIEVEMENT & Integration

MN State STATUTES



subdivision 2

124D.861

(c) Eligible districts must use the revenue under section 124D.862 to pursue academic achievement and racial and economic integration through:

(1) integrated learning environments that give students improved and equitable access to effective and more diverse teachers, prepare all students to be effective citizens, and enhance social cohesion;

(2) policies and curricula and trained instructors, administrators, school counselors, and other advocates to support and enhance integrated learning environments under this section, including through magnet schools, innovative, research-based instruction, differentiated instruction, improved and equitable access to effective and diverse teachers, and targeted interventions to improve achievement; and

(3) rigorous career and college readiness programs and effective and more diverse instructors for underserved student populations, consistent with section 120B.307; integrated learning environments to increase student academic achievement; cultural fluency, competency, and interaction; graduation and educational attainment rates; and parent involvement.

ACHIEVEMENT & Integration

MN State STATUTES



124D.861

(d) School districts must use local data, to the extent practicable, to develop plan components and strategies. Plans may include:

(1) innovative and integrated prekindergarten through grade 12 learning environments that offer students school enrollment choices;

(3) opportunities for students, families, staff, and community members who are of color or American Indian to share their experiences in the school setting with school staff and administration and to inform the development of specific proposals for making school environments more validating, affirming, embracing, and integrating of their cultural and community strengths;

(4) professional development opportunities for teachers and administrators focused on improving the academic achievement of all students, including knowledge, skills, and dispositions needed to be antiracist and culturally sustaining as defined in section 120B.11, subdivision 1, for serving students who are from racially and ethnically diverse backgrounds;



NWSISD OVERVIEW

QUESTIONS / TAKEAWAYS





**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Winter Policy Review Final Read

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

The following policies have been reviewed by the policy committee and are up for a final read.

Policy Number	Policy Name
201	Legal Status of the School Board
202	School Board Officers
203	Operation of School Board - Governing Rules
203.1	School Board Procedures; Rules of Order
203.2	Order of the Regular School Board Meeting
203.5	School Board Meeting Agenda
203.6	Consent Agenda
204	School Board Meeting Minutes
205	Open Meetings and Closed Meetings
206	Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings



Adopted: 03/20/00

Reviewed: 2009, 3/12/25

Revised: 08/22/11

Orig. 1995

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management and control of the schools are vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

"School board" means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. The membership of the school board consists of six elected directors. The term of office is four years.
- B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.
- C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES



- A. The school board has powers and duties specified by statute. The school board's authority includes implied powers in addition to specific powers granted by the legislature.
- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; ~~and~~ prescribe textbooks and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.
- E. The school board, among other duties, shall perform the following in accordance with applicable law:
 - 1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;
 - 2. conduct the business of the schools and pay indebtedness and proper expenses;
 - 3. employ and contract with necessary qualified teachers and discharge the same for cause;
 - 4. provide services to promote the health of its pupils;
 - 5. provide school buildings and erect needed buildings;
 - 6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;
 - 7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;
 - 8. employ and discharge necessary employees and contract for other services;
 - 9. provide for transportation of pupils to and from school, as governed by statute; and
 - 10. procure insurance against liability of the school district, its officers, and employees.
- F. The school board, at its discretion, may perform the following:



1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs and intersession classes of flexible school year programs;
2. furnish school lunches for pupils and teachers on such terms as the school board determines;
3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;
4. lease rooms or buildings for school purposes;
5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize co-curricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. § 123A.22 (Cooperative Centers for Vocational Education)
Minn. Stat. § 123B.02 (general powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts ~~school board powers~~)
Minn. Stat. § 123B.14 (~~school district~~ officers of Independent School Districts)
Minn. Stat. § 123B.23 (Liability Insurance; Officers and Employees)
Minn. Stat. § 123B.49 (~~Co-curricular and~~ Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; ~~Uses for School and Nonschool Purposes; Closings~~ Access for Non-curricular Purposes)
Minn. Stat. § 123B.85 (definitions)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: MSBA Model Policy 101 (Legal Status of the School District)
MSBA Model Policy 202 (School Board Officers)
MSBA Model Policy 203 (Operation of the School Board-Governing Rules)
MSBA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 3, School Board and its Powers



Adopted: 3/20/00
Reviewed: 2011, 2025
Revised: 05/21/12

Orig. 1995

202 SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually and organize by selecting a chair, a clerk, a treasurer and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually on the first Monday in January, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. The persons who perform the duties of clerk and treasurer need not be members of the school board.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.

IV. OFFICER'S RESPONSIBILITIES

- A. Chair.
 - 1. The chair when present shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions and perform all duties a chair usually performs.
 - 2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.



B. Treasurer.

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minn. Stat. § 123B.12.

C. Clerk.

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
 - a. file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
 - b. make and transmit to the commissioner certified reports, showing:
 - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the commissioner;
 - (2) length of school term and enrollment and attendance by grades; and
 - (3) other items of information as called for by the commissioner.
4. The clerk shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
5. The clerk shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.



8. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

D. Vice-Chair

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

E. Superintendent.

1. The superintendent shall be an ex-officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;
 - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
 - d. superintend school grading practices and examinations for promotions;
 - e. make reports required by the commissioner; and
 - f. perform other duties prescribed by the school board.

Legal References: Minn. Stat. § 123B.12 (Finance)
Minn. Stat. § 123B.14 (Officers)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 126C.17 (Referendum Revenue)
Minn. Stat. Ch. 205A (School District Elections)

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School District)
MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 203 (Operation of the School Board-Governing Rules)
MSBA/MASA Service Manual, Chapter 3, The School Board and its Powers



Reviewed: 1999, 2025
Orig. 1997
Adopted: 3/20/00
Revised: _____

203.1 SCHOOL BOARD PROCEDURES; RULES OF ORDER

I. PURPOSE

The purpose of this policy is to provide specific rules of order to conduct meetings of the school board.

II. GENERAL STATEMENT OF POLICY

To ensure that school board meetings are conducted in an orderly fashion, the school board will follow rules of order, which will allow the school board:

- A. To establish guidelines by which the business of the school board can be conducted in a regular and internally consistent manner;
- B. To organize the meetings so all necessary matters can be brought to the school board and decisions of the school board can be made in an orderly and reasonable manner;
- C. To insure that members of the school board have the necessary information to make decisions on substantive issues and to insure adequate discussion of decisions to be made; and
- D. To ensure that meetings and actions of the school board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

III. RULES OF ORDER

- A. School board members need not rise to gain the recognition of the chair.
- B. A motion will be adopted or carried if it receives the affirmative votes of a majority of those actually voting on the matter. Abstentions are considered to be acquiescence to the vote of the majority. It should be noted that some motions by statute or Robert's Rules of Order require larger numbers of affirmative votes.
- C. All motions that require a second shall receive a second prior to opening the issue for discussion of the school board. If a motion that requires a second does not receive a second, the chair may declare that the motion fails for lack of a second or may provide the second. The names of the members making and seconding a motion shall be recorded in the minutes.



- D. The chair shall decide the order in which school board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions if appropriate to the discussion. A member shall only speak to an issue after the member is recognized by the chair.
- E. The chair shall rule on all questions relating to motions and points of order brought before the school board.
- F. A ruling by the chair is subject to appeal to the full school board pursuant to Robert's Rules of Order.
- G. The school board shall have authority to recognize any member of the audience regarding a request to be heard at the school board meeting. Members of the public who wish to be heard shall follow school board procedures.
- H. The chair has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting or for any other necessary purpose.
- I. The chair shall repeat a motion or the substance of a motion prior to the vote. The chair shall call for an affirmative and a negative vote on all motions.
- J. The order in which names will be called for roll call votes will be determined by the school board.

[Note: The school board may choose to include in the policy a method of calling the roll.]

- K. The chair has the same right and responsibility as each school board member to vote on all issues.
- L. The chair shall announce the result of each vote. The vote of each member, including abstentions, shall be recorded in the minutes. If the vote is unanimous, it may be reflected as unanimous in the minutes if the minutes also reflect the members present.
- M. A majority of the voting members of the school board constitute a quorum. The absence of a quorum may be raised by the chair or any member. Generally any action taken in the absence of a quorum is null and void. The only legal actions the school board may take in the absence of a quorum are to fix the time to which to adjourn, to adjourn, to recess or to take measures to obtain a quorum.

[Note: In addition, school boards may have other rules or local customs they wish to incorporate to reflect their normal processes and procedures.]

Legal References: Minn. Stat. §123B.09, Subds. 6 and 7 (School Board Powers)
Minn. Stat. §126C.53 (Enabling Resolution; Form of Certificates of Indebtedness)
Minn. Stat. § 122A.40 (Employment Contracts, Termination)
Minn Stat. § 331A.01, Subd. 6 (Newspapers; Definitions)



Rockford Area School District #883 -- Policy 203.1

Minn. Stat. § 471.705, Subd. 1 (Open Meeting Law)
Minn. Stat. § 471.88 (Exceptions)

Cross Reference: MSBA/MASA Model Policy 203 (Operation of the School Board - Governing Rules)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model 207 (Public Hearings)



Adopted: 3/20/00

Orig. 1997

Reviewed: 2007, 2025

Revised: 6/16/08, 1/22/24

203.2R ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

- A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:
 - 1. Call to order.
 - 2. Approval of agenda.
 - 3. Public Comments
 - 4. Consent agenda.
 - 5. Superintendent Report
 - 6. Student Achievement and Growth
 - 7. Healthy and Supportive Environment
 - 8. Community, School and Family Partnerships
 - 9. Culture of Collective Purpose
 - 10. Stewardship of Resources
 - 11. Announcements and Future Meetings
 - 12. Adjournment.
- B. Items in this order may be considered as part of a consent agenda.
- C. The school board may depart from the order of business with the consent of the majority of members present.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board powers)



Cross Reference: MSBA/MASA Model Policy 203 (Operation of the School Board - Governing Rules)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 203.6 (Consent Agendas)



Adopted: 3/20/00

Reviewed: 2012, 2022, 2025

Revised: 08/19/13

Orig. 1997

203.5 SCHOOL BOARD MEETING AGENDA

I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF POLICY

The policy of the school board is that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

III. PROCEDURES

- A. While all school board members may provide input, it shall be the responsibility of the school board chair and superintendent to develop, prepare, and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired, and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.

[Note: The Commissioner of Administration has issued an opinion that a government entity is limited to acting only on those matters specifically included in the notice of a special meeting.]

- C. The tentative agenda and supporting documents shall be sent and/or delivered to the school board members two (2) days prior to the scheduled school board meeting.
- D. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
- E. At least one copy of any printed material, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials



classified by law as other than public or to materials relating to the agenda items of a closed meeting.

Legal References: Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 7 (~~Boards of Independent School Districts~~ ~~School Board Powers~~)
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. 13-015 (December 23, 2013)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
MSBA/MASA Model Policy 203.6 (Consent Agendas)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 207 (Public Hearings)



Adopted: 3/20/00
Reviewed: 1999, 2025
Revised: _____

Orig. 1997

203.6 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of non-controversial items or items of a similar nature.

III. CONSENT AGENDAS

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to school board action, are non-controversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. §123B.09, Subd. 7 (School Board powers)

Cross Reference: MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)



Adopted: 03/20/00
Reviewed: 2009, 2025
Revised: 08/22/11

Orig. 1995

203 OPERATION OF THE SCHOOL BOARD – GOVERNING RULES

I. PURPOSE

The purpose of this policy is to provide governing rules for the conduct of meetings of the school board.

II. GENERAL STATEMENT OF POLICY

An orderly school board meeting allows school board members to participate in discussion and decision of school district issues. Rules of order allow school board members the opportunity to review school-related topics, discuss school business items, and bring matters to conclusion in a timely and consistent manner.

III. RULES OF ORDER

Rules of order for school board meetings shall be as follows:

- A. Minnesota statutes where specified;
- B. Specific rules of order as provided by the school board consistent with Minnesota statutes; and
- C. Robert's Rules of Order, Revised (latest edition) where not inconsistent with A. and B., above.

Legal References: Minn. Stat. § 123B.09, Subds. 6, 7, and 10 (School Board Matters)
Minn. Stat. § 123B.14 (Officers)
Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References:



Adopted: 3/20/00
Reviewed: 2008, 2022
Revised: 2/9/09

Orig. 1995

204 SCHOOL BOARD MEETING MINUTES

I. PURPOSE

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

III. MAINTENANCE OF MINUTES AND RECORDS

A. The clerk shall keep and maintain permanent records of the school board, including records of the minutes of school board meetings and other required records of the school board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law must be recorded in a journal or minutes kept for that purpose. Public records maintained by the school district must be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared. Minutes of a school board meeting shall be approved or modified by the school board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

B. Recordings of Closed Meetings

1. All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the school's district expense. Recordings of closed meetings shall be made separately from the recordings of an open meeting, to the extent such meetings are recorded. If a meeting is closed to discuss more than one (1) matter, each matter shall be separately recorded.
2. Recordings of closed meetings shall be preserved by the school district for the following time periods:
 - a. Meetings closed to discuss labor negotiations strategy shall be preserved for two (2) years after the contract is signed.
 - b. Meetings closed to discuss security matters shall be preserved for at least four (4) years.



- c. Meetings closed to discuss the purchase or sale of property shall be preserved for at least eight (8) years after the date of the meeting.
 - d. All other closed meetings shall be preserved by the school district for at least three (3) years after the date of the meeting.
 - e. Following the expiration of the above time periods, recordings of closed meetings shall be maintained as set forth in the school district's Records Retention Schedule.
3. Recordings of closed meetings shall be classified by the school district as protected non-public data that is not accessible by the public or any subject of the data, with the following exceptions:
 - a. Recordings of labor negotiations strategy meetings shall be classified as public data and made available to the public after all labor contracts are signed by the school district for the current budget period.
 - b. Recordings of meetings related to the purchase or sale of property shall be classified as public data and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school district has abandoned the purchase or sale.
 - c. Recordings of any other closed meetings shall be classified and/or released as required by court order.
4. Recordings of closed meetings shall be maintained separately from recordings of open meetings, to the extent recordings of open meetings are maintained by the school district, with the exception of recordings that have been classified as public data as set forth in Section III.B.3. above. Recordings of closed meetings classified as non-public data also shall be maintained in a secure location, separate from recordings classified as public data.
5. Recordings of closed meetings shall be maintained in a manner to easily identify the data classification of the recording. The recordings shall be identified with at least the following information:
 - a. The date of the closed meeting;
 - b. The basis upon which the meeting was closed (i.e.: labor negotiations strategy, purchase or sale of real property, educational data, etc.); and
 - c. The classification of the data.
6. Recordings of closed meetings related to labor negotiations strategy and the purchase or sale of property shall be maintained and monitored in a manner that reclassifies the recording as public upon the occurrence of an event



reclassifying that data as set forth in Section III.B.3. above.

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The school board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the school board conducts regular meetings not more than once every thirty (30) days, the school board need not publish the minutes until ten (10) days after they have been approved by the school board.¶¶

[NOTE: In 2024, the Minnesota legislature enacted two laws regarding publication of school board minutes. Under Chapter 109 (2024), five school districts are authorized to publish their minutes on their websites; this section expires on August 1, 2026.

Under Chapter 115 (2024), the Minnesota legislature enacted the following:

(a) Notwithstanding any law to the contrary, when a qualified newspaper designated by a school district ceases to exist for any reason except consolidation with another newspaper, the school district may publish its proceedings on the school district's website instead of publishing the proceedings in a newspaper. The school district must also request that the same information be posted at each public library located within the school district for the notice's publication period. This section expires August 1, 2026.

(b) If, before August 1, 2026, there is a newspaper located within a school district's boundaries that is qualified to be designated as the school district's official newspaper pursuant to Minnesota Statutes, section 331A.04, then the exemption provided in this section shall not apply, provided that the qualified newspaper's legal rate is not more than ten percent above the rate charged by the school district's previous official newspaper and the qualified newspaper provides some coverage of the activities of the school district that is publishing the notice.

[NOTE: MSBA has not inserted paragraph (a) into this model policy because its application is limited to specific circumstances and for a defined period. School districts that meet the conditions in paragraph (a) may choose to publish on the school district's website.]

- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the school board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the school board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the school board, the proceedings to be published may reflect that fact.
- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the school board. Such a



summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at the administrative offices of the school district and that a copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the school district or by means of standard or electronic mail.

Legal References: Minn. Stat. § 13D.01, Subds. 4-6 (~~Meetings Must be Open to the Public; Exceptions~~ ~~Open Meeting Law~~)
Minn. Stat. § 123B.09, Subd. 10 (Publishing Proceedings)
Minn. Stat. § 123B.14, Subd. 7 (Record of Meetings)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (Notice Regarding Published Summaries)
Minn. Stat. § 331A.08, Subd. 3 (Publication of Proceedings)
Op. Atty. Gen. 161-a-20, December 17, 1970
Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W.2d 428 (1956)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties



Adopted: 2000
Reviewed: 2017, 2022, 2025
Revised: 2-19-20

Orig. 1995

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces accountability and transparency in the conduct of its business, in the belief that openness produces better programs, more efficient administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum of school board members or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include e-mail.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at the school district office. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting



schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.
- c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of all meetings and require refiling once each calendar year. Not more than sixty (60) days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the school's board judgment, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any



other method used to notify the members of the school board.

- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least twenty-four (24) hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Meetings during Pandemic or Chapter 12 Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or interactive technology in compliance with Minn. Stat. § 13D.021.

8. Meetings by Interactive Technology

A meeting may be conducted by interactive technology, Zoom, Skype, or other similar electronic means in compliance with Minn. Stat. § 13D.02.

B. Votes

The votes of school board members shall be recorded in a journal or minutes kept for that purpose. The journal or any minutes used to record votes of a meeting must be open to the



public during all normal business hours at the school district's administrative offices.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

1. Meetings may not be closed to discuss data that are not public data, except as provided under Minnesota law.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting must retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy
 - a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA).
 - b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.



2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation meetings, and hearings between the school board and its employees or their respective representatives are public meetings. Mediation meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods are prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Allegations or Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Privilege Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, for example, regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.



6. Dismissal Hearing

- a. A hearing on dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within (fourteen) (14) days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach its reasons in writing within ten (10) days of receiving the request. The existence of parent complaints must not be the sole reason for the school board not to renew a coaching contract.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A meeting closed for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

- a. Any portion of a meeting must be closed if the following types of data are discussed:
 - (1). data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;



- (2). active investigative data collected or created by a law enforcement agency;
 - (3). educational data, health data, medical data, welfare data, or mental health data that are not public data; or
 - (4). an individual's personal medical records.
- b. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.
9. Purchase and Sale of Property
- a. The school board may close a meeting:
 - (1) to determine the asking price for real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
 - b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
 - c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
 - d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and



reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.

- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be electronically recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References:

- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
- Minn. Stat. Ch. 13D (Open Meeting Law)
- Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures)
- Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
- Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
- Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
- Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
- Brown v. Cannon Falls Township*, 723 N.W.2d 31 (Minn. App. 2006)
- Brainerd Daily Dispatch v. Dehen*, 693 N.W.2d 435 (Minn. App. 2005)
- The Free Press v. County of Blue Earth*, 677 N.W.2d 471 (Minn. App. 2004)
- Prior Lake American v. Mader*, 642 N.W.2d 729 (Minn. 2002)
- Star Tribune v. Board of Education, Special School District No. 1*, 507 N.W.2d 869 (Minn. App. 1993)
- Minnesota Daily v. University of Minnesota*, 432 N.W.2d 189 (Minn. App. 1988)
- Moberg v. Independent School District No. 281*, 336 N.W.2d 510 (Minn. 1983)
- Sovereign v. Dunn*, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)



Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)
Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)
Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)
Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)
Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)
Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)
Dept. of Admin. Advisory Op. No. 17-005 (June 22, 2017)
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References:

MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Law Bulletin "C" (Minnesota's Open Meeting Law)



Adopted: 3/20/00

Reviewed: 2017, 2022, 2025

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Orig. 1995

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school board is to encourage discussion by persons of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minn. Stat. § 13.43, Subd. 2(b) together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the complete terms of any



agreement settling any dispute arising out of the employment relationship, including a buyout agreement as defined in Minn. Stat. § 123B.143, Subd. 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training, and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- D. "Educational data" means data maintained by the school district which relates to a student.

- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

- F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address, either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:

1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd.



- 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);
 4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
 3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The school board will strive to give all persons an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

A. Agenda Items

1. Persons who wish to have a subject discussed at a public school board meeting are encouraged to notify the superintendent's office in advance of the school board meeting. The persons should provide his or her name, the name of group represented (if any), and the subject to be covered or the issue to be addressed.
2. Persons who wish to address the school board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.
3. The school board chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.



4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.
3. Unresolved complaints from Paragraph 1 of this section or problems concerning the school district should be directed to the superintendent's office.
4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

C. Open Forum

The school board shall normally provide a specified period of time where persons may address the school board on any topic, subject to the limitations of this policy. The school board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.



The school board may decide to hold certain types of public meetings where the public will not be invited to address the school board. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.

D. No Board Action at Same Meeting

Except as determined by the school board to be necessary or in an emergency, the school board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References:

- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
- Minn. Stat. § 13.43 (Personnel Data)
- Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
- Minn. Stat. § 13D.05 (Meetings having Data Classified as Public)
- Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures; Closed or Open Meeting)
- Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach; Notice of Nonrenewal; Opportunity to Respond)
- Minn. Stat. § 122A.40, Subd. 14 (Employment; Contracts; Termination; Hearing Procedures)
- Minn. Stat. § 122A.44 (Contracting with Teachers; Substitute Teachers)
- Minn. Stat. § 123B.02, Subd. 14 (General Powers of Independent School Districts; Employees; Contracts for Services)
- Minn. Stat. § 123B.143, Subd. 2 (Superintendents; Disclose Past Buyouts or Contract is Void)
- Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
- Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
- 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
- Minn. Op. Atty. Gen. No. 852 (July 14, 2006)

Cross References:

- MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
- MSBA/MASA Model Policy 207 (Public Hearings)
- MSBA/MASA Model Policy 406 (Public and Private Personnel Data)



MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA School Law Bulletin "C" (Minnesota's Open Meeting Law)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Policy 613R Final Read

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

The following policies have been updated by the policy committee and are up for a final read.

Policy Number	Policy Name
613R	Graduation Requirements



Adopted: 03/20/00

Reviewed: 2019, 2022

Revised: 04/20/20, 11/21/2022, 2/19/25

Orig. 1997

613R GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students, the school district's policy is that students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

III. DEFINITIONS

- A. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, career and technical education, or world languages
- B. "Credit" is equivalent to a student's successful completion of one semester of study or a student's mastery of the applicable subject matter, as determined by the school district.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

IV. DISTRICT ASSESSMENT COORDINATOR

A designee from the Department of Learning and Innovations chosen by the superintendent ~~Director of Teaching and Learning~~ shall be named the District Assessment Coordinator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

V. GRADUATION ~~ASSESSMENT~~ REQUIREMENTS



Students' state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following:

- A. Achievement and career and college readiness in mathematics, reading, and writing, as measured against a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation—and which facilitates the monitoring of students' continuous development of and growth in requisite knowledge and skills; analysis of students' progress and performance levels identification of students' academic strengths and diagnosis of areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and determination of students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student based on analysis of students' progress and performance data; and
- B. Consistent with this paragraph and Minnesota Statutes section 120B.125 (*see Policy 604, Section II.H.*), age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.
- C. Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.
- D. Students meeting the state graduation requirements under this section must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary remediation.
- E. Students meeting the state graduation requirements under this section and who are students in grade 11 or 12 and who are identified as academically ready for a career or college are actively encouraged by the school district to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment to graduate from high school.
- F. A student's progress toward career and college readiness must be recorded on the student's high school transcript.



VI. GRADUATION CREDIT REQUIREMENTS

- A. ~~Class of 2022-2026 Students~~ Students beginning 8th grade in the 2023-24 school year and beyond, must successfully complete, as determined by the school district, the following high school level course credits for graduation (*one (1) course credit = 1 semester*): ~~(one (1) course credit = 1 trimester through the 2017-18 school year, one (1) course credit = 1 semester starting 2018-19 school year).~~¶
1. ~~Eleven~~ *Eight* credits (*4 years*) of language arts sufficient to satisfy all academic standards in English language arts;
 2. ~~Eight~~ *Six* credits (*3 years*) of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics;
 3. ~~An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;~~¶
 - 4.3. ~~Eight~~ *Six* credits (*3 years*) of science, including one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry and physics standards for grades 9 through 12; including at least (a) one credit of biology, (b) one credit of chemistry or physics; and (c) one elective credit of science. ~~The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;~~¶
 - 5.4. ~~Ten~~ *Seven* credits (*3.5 years*) including credit for a course in government and citizenship in either grade 11 or 12 for students beginning grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under section 120B.021, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies; ~~of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.~~¶
 - 6.5. Two credits in the arts sufficient to satisfy all of the state or local academic standards in the arts;
 - 7.6. *One* credit sufficient to satisfy the state standards in physical education; ~~One credit of health and one credit of physical education;~~¶
 - 8.7. *One* credit sufficient to satisfy the state standards in health;
 8. One credit of career and technical education, and



9. *One credit of Personal Finance*
10. A minimum of *twenty* elective course credits.
- ~~10.~~ Credit equivalencies
 - a. A *one* credit of economics taught in a school's agriculture, *food, and natural resources* education or business department may fulfill a *one* credit in social studies under *VI.A.4., VI. B.5.*, above, if the credit is sufficient to satisfy all of the academic standards in economics.
 - b. An agriculture science or career and technical education credit may fulfill the elective science credit required under *VI.A.3-VI. B.4.*, above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district.
 - c. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under *VI.A.3. VI. B.4.*, above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation.
 - d. An agriculture science or career and technical education credit may not fulfill the required biology credit under *VI. A.3.VI. B.4.*, above.
 - ~~e.e.~~ A career and technical education course may fulfill a mathematics credit or arts requirement under Section *VI.A.2. or VI.A.5., VI. B.2 or VI. B.6.*, above.
 - ~~d.f.~~ A computer science credit may fulfill a mathematics credit requirement under *VI.A.2.VI. B.2.*, above, if the credit meets state academic standards in mathematics.
 - e. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under *VI.A.2. or VI.B.3.,VI. B.2. or VI. B.4.*, above, if the credit meets the state academic standards in science or mathematics.

B. ~~Class of 2027 Students~~ beginning 8th grade in the ~~2022-23 2015-16~~ school year, *Students beginning 8th grade in the 2022-23 school year*, must successfully complete, as determined by the school district, the following high school level course credits for graduation (*one (1) course credit = 1 semester*): ~~(one (1) course credit = 1 trimester through the 2017-18 school year, one (1) course credit = 1 semester starting 2018-19 school year).~~

1. *Eight Ten* credits (*4 years*) of language arts sufficient to satisfy all academic standards in English language arts;



2. ~~Six~~ **Eight** credits (**3 years**) of mathematics, an advanced algebra credit or its equivalent ~~including an algebra II credit or its equivalent~~, sufficient to satisfy all of the academic standards in mathematics;
3. ~~An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;~~
- 4.3. ~~Six~~ **Eight** credits (**3 years**) of science, including one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry and physics standards for grades 9 through 12; ~~at least (a) one credit of biology, (b) one credit of chemistry or physics, and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;~~
- 5.4. ~~Seven~~ **Nine** credits (**3.5 years**) of social studies, including credit for a course in government and citizenship in either grade 11 or 12 for students beginning grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under section 120B.021, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies; ~~encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.~~
- 6.5. ~~Two~~ credits in the arts sufficient to satisfy all of the state or local academic standards in the arts;
- 7.6. ~~One~~ Credit sufficient to satisfy the state standards in physical education; ~~One credit of health and one credit of physical education;~~
- 8.7. ~~One~~ Credits sufficient to satisfy the state standards in health; ~~One credit of career and technical education~~
- 9.8. **One credit of career and technical education, and**
9. A minimum of *eighteen* elective course credits.
10. ~~—~~ Credit equivalencies
 - a. A *one* credit of economics taught in a school's agriculture, food, and natural resources education or business department may fulfill a *one* credit in social studies under ~~VI.B.4.VI. EC.5.~~, above, if the credit is sufficient to satisfy all of the academic standards in economics.



- b. An agriculture science or career and technical education credit may fulfill the elective science credit required under VI.B.3. ~~VI. EC.4.~~, above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district.
 - c. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under VI.B.3. ~~EC.4.~~, above, if the credit meets the state chemistry or physics academic standards as approved by the school district.
 - d. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI.B.3. ~~EC.4.~~, above.
 - e.e. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI.B.2. or VI.B.5. ~~VI. EC.2 or VI. EC.6~~, above.
 - d.f. A computer science credit may fulfill a mathematics credit requirement under VI.B.2. ~~EC.2.~~, above, if the credit meets state academic standards in mathematics.
 - e.g. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI.B.2. or VI.B.3. ~~VI. EC.2. or VI. EC.4.~~, above, if the credit meets the state academic standards in science or mathematics.
 - a.h. An ethnic studies course may fulfill a social studies, language arts, arts, math, or science credit if the course meets the applicable state academic standards. An ethnic studies course may fulfill an elective credit if the course meets applicable local standards or other requirements.
- C. ~~Class of 2028~~ ~~Students beginning 8th grade in the 2023-24~~ ~~16-17 school year,~~ ~~Students beginning 8th grade in the 2017-18 school year,~~ must successfully complete, as determined by the school district, the following high school level course credits for graduation (~~one (1) course credit = 1 semester~~): ~~(one (1) course credit = 1 trimester through the 2017-18 school year, one (1) course credit = 1 semester starting 2018-19 school year).~~¶
- 1. ~~Eight~~ ~~Nine~~ credits (4 years) of language arts sufficient to satisfy all academic standards in English language arts;
 - 2. ~~Six~~ ~~Seven~~ credits (3 years) of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics.



3. ~~An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;~~
- 4.3. ~~Six ~~Seven~~ credits (3 years) of science, including one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry and physics standards for grades 9 through 12; at least (a) one credit of biology, (b) one credit of chemistry or physics; and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;~~
- 5.4. ~~Seven ~~Eight~~ credits (3.5 years) of social studies, including credit for a course in government and citizenship in either grade 11 or 12 for students beginning grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under section 120B.021, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies; encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.~~
- 6.5. ~~Two credits in the arts sufficient to satisfy all of the state or local academic standards in the arts;~~
- 7.6. ~~One Credit sufficient to satisfy the state standards in physical education; One credit of health and one credit of physical education;~~
8. ~~One Credits sufficient to satisfy the state standards in health~~
- 9.7. ~~One credit of career and technical education, and~~
10. ~~One credit of Personal Finance~~
- 119.8. ~~A minimum of ~~seventeen~~ ~~eighteen~~ elective course credits.~~
1210. ~~Credit equivalencies~~
 - a. ~~A one credit of economics taught in a school's agriculture, food, and natural resources education or business department may fulfill a one credit in social studies under VI.C.4.VI. ED.5, above, if the credit is sufficient to satisfy all of the academic standards in economics.~~
 - b. ~~An agriculture science or career and technical education credit may fulfill the elective science credit required under VI.C.3. VI. ED.4., above, if the credit meets the state physical science, life science, earth and~~



space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district.

- c. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under VI.C.3. ~~ED.4.~~, above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation.
- d. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI.C.3. ~~ED.4.~~, above.
- ee. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI.C.2. or C.5. ~~VI.ED.2 or VI.ED.6~~, above.
- fel. A computer science credit may fulfill a mathematics credit requirement under VI.C.2. ~~ED.2.~~, above, if the credit meets state academic standards in mathematics.
- ge. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI.C.2. or VI.C.3. ~~VI.ED.2. or VI.ED.4.~~, above, if the credit meets the state academic standards in science or mathematics.

~~D. Students beginning 8th grade in the 2017-18 school year and beyond, must successfully complete, as determined by the school district, the following high school level course credits for graduation (one (1) course credit = 1 semester):¶¶~~

~~¶¶~~

~~1. Eight credits of language arts sufficient to satisfy all academic standards in English language arts;¶¶~~

~~¶¶~~

~~2. Six credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics. ¶¶~~

~~¶¶~~

~~3. An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;¶¶~~

~~¶¶~~

~~4. Six credits of science, including at least (a) one credit of biology, (b) one credit of chemistry or physics, and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;¶¶~~

~~¶¶~~

~~5. Seven credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.¶¶~~

~~¶¶~~



~~6. Two credits in the arts sufficient to satisfy all of the state or local academic standards in the arts,¶¶~~

~~¶¶~~

~~7. One credit of health and one credit of physical education,¶¶~~

~~¶¶~~

~~8. One credit of career and technical education ¶¶~~

~~¶¶~~

~~9. A minimum of *eighteen* elective course credits.¶¶~~

~~¶¶~~

~~10. Credit equivalencies¶¶~~

~~¶¶~~

~~a. A one credit of economics taught in a school's agriculture education or business department may fulfill a one credit in social studies under VI.E.5., above, if the credit is sufficient to satisfy all of the academic standards in economics.¶¶~~

~~¶¶~~

~~b. An agriculture science or career and technical education credit may fulfill the elective science credit required under VI.E.4., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under VI.E.4., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI.E.4., above.¶¶~~

~~¶¶~~

~~c. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI.E.2 or VI.E.6, above.¶¶~~

~~¶¶~~

~~d. A computer science credit may fulfill a mathematics credit requirement under VI.E.2., above, if the credit meets state academic standards in mathematics.¶¶~~

~~¶¶~~

~~e. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI.E.2. or VI.E.4., above, if the credit meets the state academic standards in science or mathematics.¶¶~~

VII. GRADUATION STANDARDS REQUIREMENTS

A. All students must satisfactorily complete the following required and elective standards, in accordance with the standards adopted by the school district:

1. School District Standards, Health (K-12);



B. Academic standards in health, world languages, and career and technical education will be reviewed on an annual basis.* A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages.

* Reviews are required to be conducted on a periodic basis. Therefore, this time period may be changed to accommodate individual school district needs.

C. All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):

1. Minnesota Academic Standards, English Language Arts K-12;
2. Minnesota Academic Standards, Mathematics K-12 ;
3. Minnesota Academic Standards, Science K-12;
4. Minnesota Academic Standards, Social Studies K-12; and
5. Minnesota Academic Standards, Physical Education K-12.

D. State standards in the Arts K-12 are available, or school districts may choose to develop their own standards.

E. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VIII. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minnesota Statutes section 120B.07 upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)



Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World’s Best Workforce)
Minn. Stat. § 120B.125 (Planning for Students’ Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References:

MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEP, Section 504 Plan, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Fund Balance Policies 1st Read

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

The following policies have been updated and are up for a 1st read.

Policy Number	Policy Name
701.2R	Fund Balance Policy
714	Fund Balances



Rockford Area School District #883 -- Policy 701.2R

Adopted: 4-17-06

Revised: _____

701.2R FUND BALANCE POLICY

I. PURPOSE

The purpose of this policy is to insure the financial stability for the District, to provide a sound basis to justify continuation of the strong financial rating, and to provide a reserve enabling the district to deal with unforeseen budget expenditures.

II. GENERAL STATEMENT OF POLICY

To ensure the financial strength and stability of the District, the Board will endeavor to maintain an unappropriated fund balance of at least 12-15 % of the District's Unobligated General Fund Operating Expenditure Budget.

III. DEFINITIONS

A. Unappropriated Fund Balance- Fund Balance in the District's General Fund, which is not earmarked for spending or reserved as required by state law.

IV. REQUIREMENT

When the General Fund unappropriated balance is projected to decrease below 15.10 % of the General Fund budget, the District shall initiate one or more of the following measures:

- A. Reduce expenditures through implementation of cost containment measures.
- B. Seek opportunities to increase revenue. Consider fee increases where appropriate. Examine options to increase enrollment.
- C. If permitted by state law, request from voters additional revenue through an increase in the operating referendum or other financial options.
- D. A combination of the above options.



Adopted: 06/21/11

Reviewed: _____

Revised: 01/23/2023

Orig. 2011

714 FUND BALANCES

I. PURPOSE

The purpose of this policy is to create new fund balance classifications to allow for more useful fund balance reporting and for compliance with the reporting guidelines specified in Statement No. 54 of the Governmental Accounting Standards Board (GASB).

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement shall prevail.

III. DEFINITIONS

- A. "Assigned" fund balance amounts are comprised of unrestricted funds constrained by the school district's intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district's intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.
- B. "Committed" fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.
- C. "Enabling legislation" means legislation that authorizes a school district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.
- D. "Fund balance" means the arithmetic difference between the assets and liabilities reported in a school district fund.
- E. "Nonspendable" fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be



maintained intact. They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.

- F. "Restricted" fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.
- G. "Unassigned" fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.
- H. "Unrestricted" fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

IV. CLASSIFICATION OF FUND BALANCES

The school district shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

V. MINIMUM FUND BALANCE

The school district will strive to maintain a minimum unassigned general fund balance of 12-15% percent of the annual budget.

VI. ORDER OF RESOURCE USE

If resources from more than one fund balance classification could be spent, the school district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

VII. COMMITTING FUND BALANCE

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

VIII. ASSIGNING FUND BALANCE

The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the following: Superintendent and Business Manager. Assignments so made shall be reported to the school



board on a monthly basis, either separately or as part of ongoing reporting by the assigning party if other than the school board.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

IX. REVIEW

The school board will conduct an annual review of the sufficiency of the minimum unassigned general fund balance level.

Legal References: Statement No. 54 of the Governmental Accounting Standards Board

Cross References:



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Staff Recognition Program

Meeting Date: March 12, 2025

Prepared by: Superintendent’s Office

Date Prepared: March 6, 2025

Information
 Briefing
 Action
 Enclosure Item(s)

**Rockford Area Schools
Independent School District 883
Staff Recognition Program**

It is the intent of the Rockford Area Schools, ISD 883 to recognize district employees in the following manner:

RETIREMENTS: (Employees who have retired in the past school year)

- Teachers/Support Staff engraved clock
- Administration crystal globe
- Board Members Plaque
- Superintendent Bell

(all at a nominal cost per state statute)

YEARS OF SERVICE:

(Actual Years Worked-hire date less any unpaid leaves)

- 5 years certificate
- 10 years certificate
- 15 years certificate
- 20 years framed certificate
- 25 years framed certificate
- 30 years framed certificate

If approved annually by the Rockford Education Foundation or alternate donor,

- 20 years gift certificate for \$40
- 25 years gift certificate for \$45
- 30 years gift certificate for \$50



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

SCHOOL BOARD STAR AWARDS:

For those who went above and beyond to benefit the students in our school district. Nominations are completed by staff and are due at a date determined annually by the Board with a Board committee finalizing the award winners. Plaques are given to individual finalists or group.

RECOGNITION THROUGH RESOURCE TRAINING AND SOLUTIONS

Leaders in Educational Excellence Award—Annual. The District will cover the cost, provided by Resource, of the following:

Banquet and Plaque	Up to 3 honorees
Banquet	Each Honoree’s guest and supervisor (up to 3 total supervisors)

Educational Support Staff Award—Annual. The District will cover the cost, provided through Resource, of the following:

Banquet and Plaque	Up to 4 honorees
Banquet	Each Honoree’s guest and supervisor (up to 4 total supervisors)

Timeline:

- Presentation to the DAT team - 3/19 (Pending Board Approval)
- Nominations forms going out- Superintendent Memo on 4/4
- Deadline to submit nominations – 5/4 at 11:59 pm
- Selection Committee meeting – Week of May 5th
- Recognition - 6/5 during the end of the year celebration



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Post Levy Survey results

Meeting Date: March 12, 2025

Prepared by: Superintendent's Office

Date Prepared: March 5, 2025

Information Briefing Action Enclosure Item(s)

Dr. Jeff Ridlehoover to review Post Levy Survey results with the board.



Post-Capital Projects (Technology) Levy Survey Presentation

March 12, 2025

Dr. Jeff Ridlehoover - Superintendent of Schools



In partnership with our communities and families, Rockford Area Schools provides challenging opportunities to engage, inspire, and educate globally minded citizens





With additional revenue,
Rockford Area Schools can improve security
and advance student achievement.

Addressing the technology recommendations exceeds the district's current budget.

Here's why:

- 💰 Schools are funded based on enrollment, and enrollment has been decreasing.
- 💰 Inflation has significantly increased existing expenses.
- 💰 Cyber-risk management, mandates and insurance bring rising costs.
- 💰 Budget reductions have reduced the funds previously allocated for technology.
- 💰 Pandemic grants and one-time bonding funds for technology purchases are no longer available.

Integrating technology for student safety and academic success requires an intentional investment. That's why the School Board has proposed a capital projects levy on the ballot this fall.

If successful, the levy would provide \$900,000 annually for 10 years. This would represent a monthly tax increase of about \$13 for owners of 131 median-valued home in the district.

Source = PMA Financial Network

Safety and security



- Additional security cameras and door controls covering more locations would ensure all visitors are properly screened prior to entering a building.
- An enhanced 911 system equipped with geofencing would alert law enforcement to the exact location of a call, allowing an improved response to an emergency.
- Maintaining required compliance with improved cybersecurity programs and equipment would better deter cyber attacks and prevent data loss.

Classroom learning

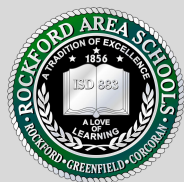


- Sustaining the 1:1 technology device program with replacements is critical to advancing student learning and ensuring equitable access to technology for all students.
- Access to the same instructional technology brand, software and devices like interactive boards would streamline instruction, improve students' learning experiences and save maintenance and support costs.
- Functioning voice amplification systems and standard equipment in classrooms and common spaces will support all students, especially those with disabilities.

Essential support



- Additional network capabilities would improve the reliability of the public address system, wireless connectivity, streaming of athletic games and point-of-sale operations for concessions.
- The installation of an updated phone system would improve communication in classrooms and offices through the district.
- Improved notification systems for email, text messaging and portals for students and parents would enhance school-to-home communication.



NOTICE OF SPECIAL ELECTION

INDEPENDENT SCHOOL DISTRICT NO. 883 (ROCKFORD AREA SCHOOLS) WRIGHT AND HENNEPIN COUNTIES, MINNESOTA

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 883 (Rockford Area Schools), Wright and Hennepin Counties, Minnesota, in conjunction with the statewide general election on November 5, 2024, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

SCHOOL DISTRICT BALLOT QUESTION 1

APPROVAL OF CAPITAL PROJECT LEVY AUTHORIZATION FOR TECHNOLOGY

The board of Independent School District No. 883 (Rockford Area Schools) has proposed a capital project levy authorization in the amount of 4.2289% times the net tax capacity of the School District. The proposed authorization would raise approximately \$900,000 for taxes payable in 2025, the first year it would be levied, and would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law. The estimated cost of the projects to be funded over that time period is approximately \$9,000,000. The proposed authorization will provide funds for the acquisition and maintenance of technology and technology systems, and the payment of technology-related personnel and training.

Shall the capital project levy proposed by the board of Independent School District No. 883 (Rockford Area Schools) be approved?

YES

NO

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

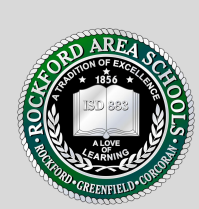


SCHOOL DISTRICT QUESTION 1 (ISD #883) [Show Question](#) [Results By Precinct](#)

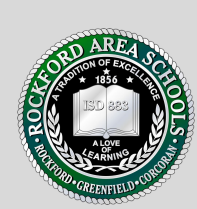
13 precir

Party	Candidate	Totals	Percent
Nonpartisan YES		2,848	45.84%
Nonpartisan NO		3,365	54.16%

517 Vote Difference



COMMUNITY SURVEY



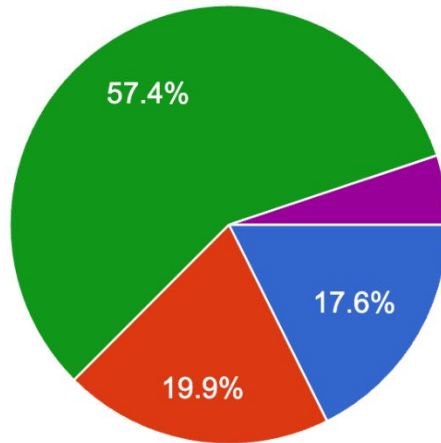
- **281 Responses (slightly less than 5% of voter turnout)**
 - 269 indicated they cast a vote on November 5, 2024 - 95.7%
 - 176 indicated they voted Yes - 62.6%
 - 93 indicated they voted No - 33.1%
 - 12 indicated they did not cast a vote - 4.3%



“Yes” Voters

My residence in which city/municipality

176 responses



- Corcoran
- Greenfield
- Independence
- Rockford
- Rockford Township

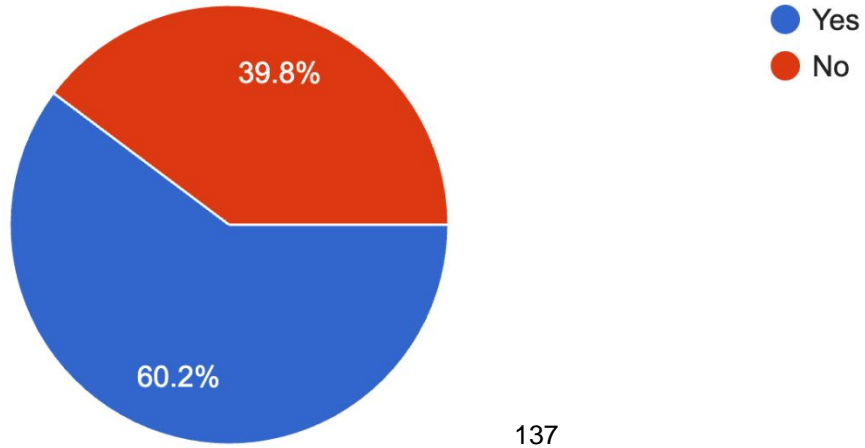
136



“Yes” Voters

I have school age children attending Rockford Area Schools

176 responses



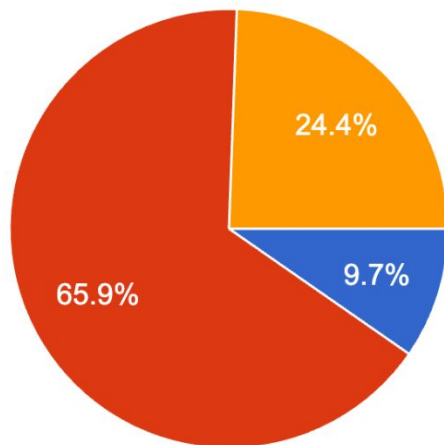
137



“Yes” Voters

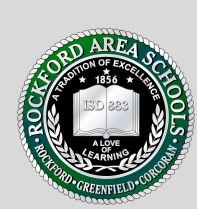
I have school age children attending school(s) outside of Rockford Area Schools

176 responses



- Yes
- No
- Currently, I do not have school age children attending Rockford Area Schools or any other Pre-K to Grade 12 Schools

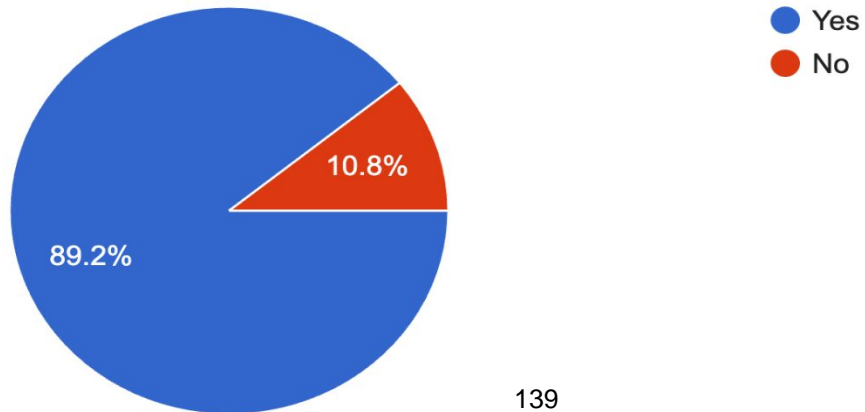
138



“Yes” Voters

I felt well informed regarding the tax impact of \$13/month (\$156/year) for an average homeowner in our school district.

176 responses

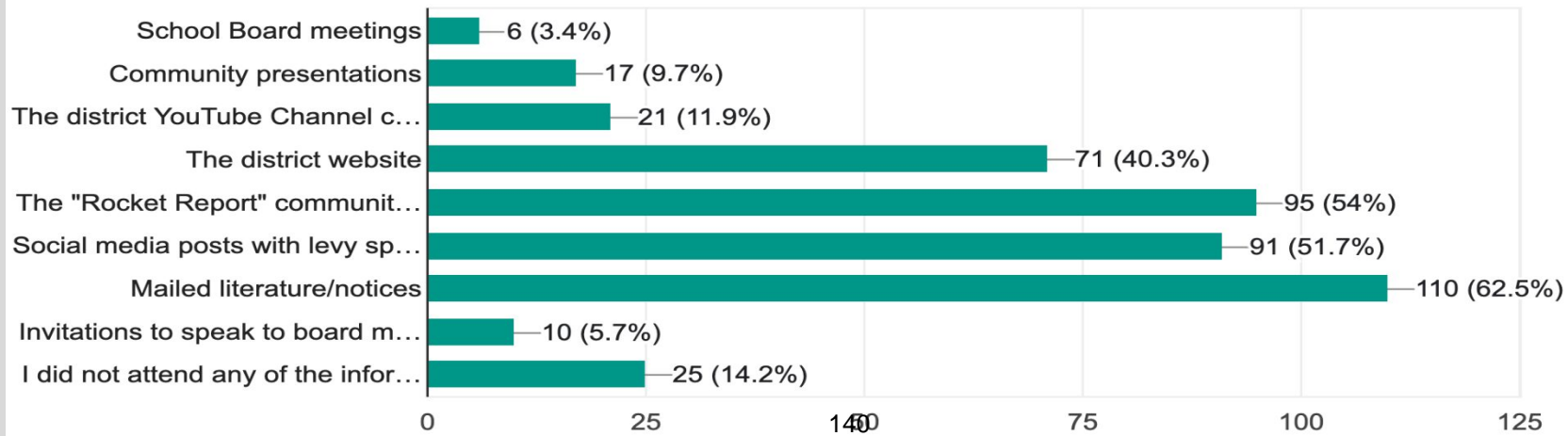




“Yes” Voters

I attended the following events and/or utilized the following items that provided detailed information related to the levy (please check all that apply).

176 responses

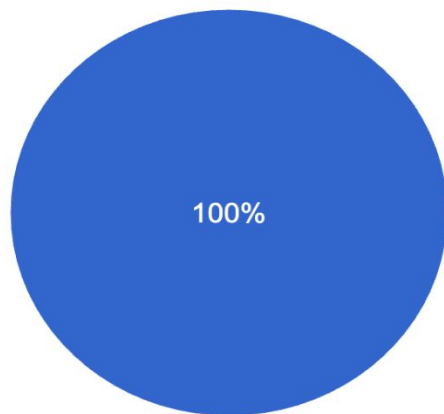




“Yes” Voters

If the District were to return to voters and ask this question again, I would vote "Yes" again if the same financial parameters of \$13/month (\$156/yea...r the average resident homeowner were in place.

176 responses



● Yes
● No

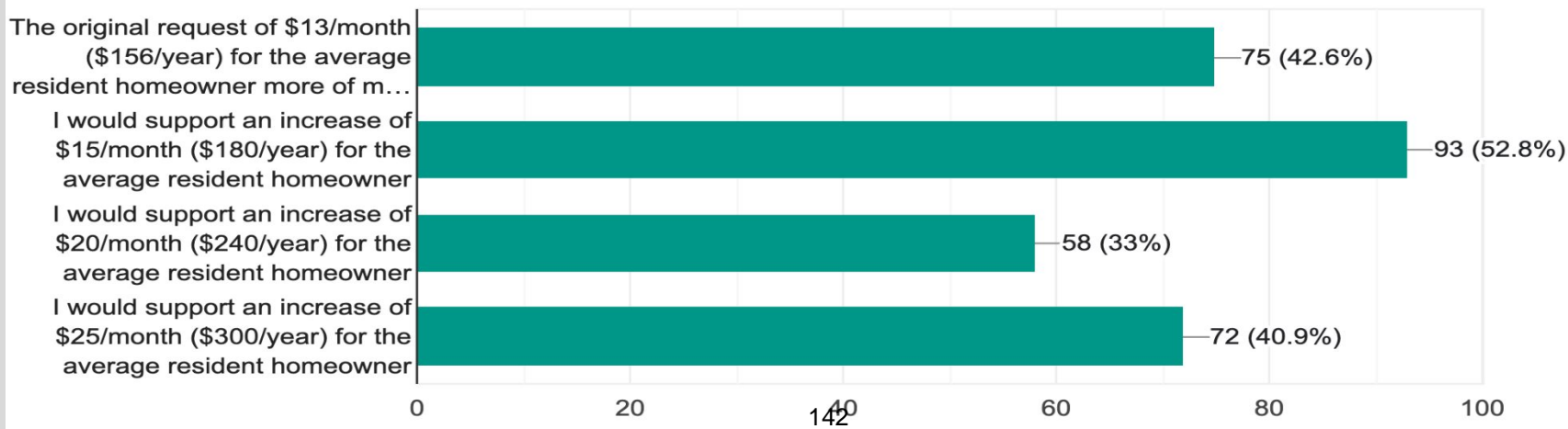
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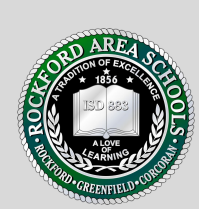


“Yes” Voters

Assessing the tax tolerance of residents is important. Knowing you voted "Yes" to the levy question in November, how likely would you be to support the...est was increased? (Please check all that apply).

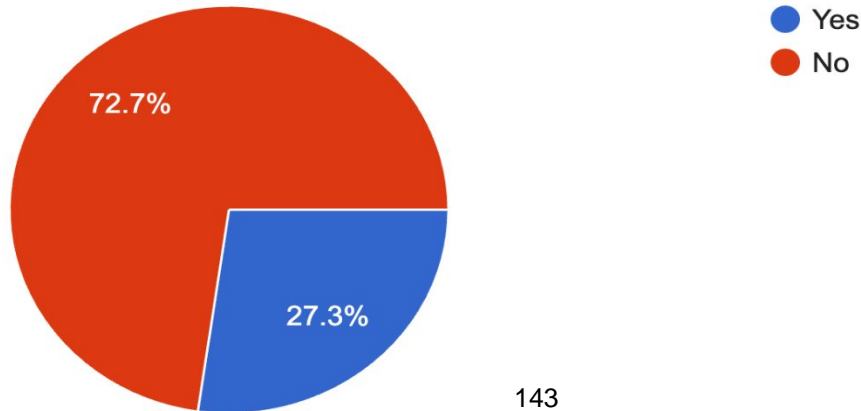
176 responses

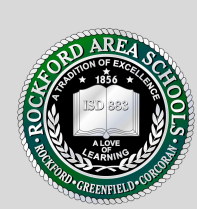




“Yes” Voters

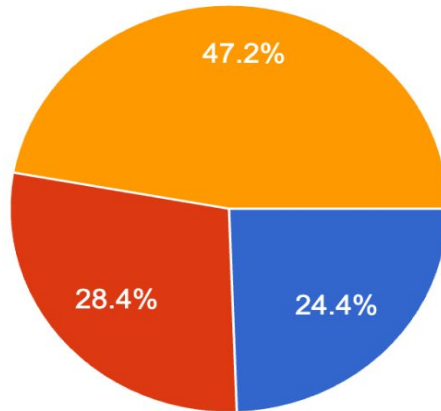
Are you aware that at the end of 2028, the tax impact for all district residents will decrease by an average of \$63/month (\$756/year) as the voter appr... below represents residents tax impact over time.
176 responses





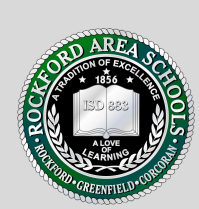
“Yes” Voters

Knowing the tax impact to all district residents will be substantially reduced (\$63/month - \$756/year) at the end of 2028, would you be more ...56/year if we were to ask again in November 2025?
176 responses



144

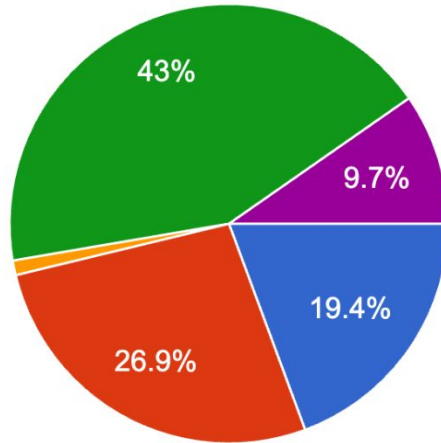
- I would be more likely to support the Capital Projects Levy knowing my overall tax impact will be substantially reduced in 3 years.
- Knowing my overall tax impact will be substantially reduced in three years, I would be inclined to vote "Yes" for a higher amount on a Capital Projects L...
- Knowing this has no bearing on my desire to vote "Yes" for a capital projects levy in 2025.



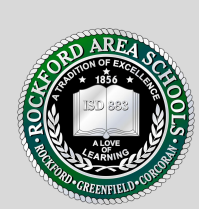
“No” Voters

My residence in which city/municipality

93 responses



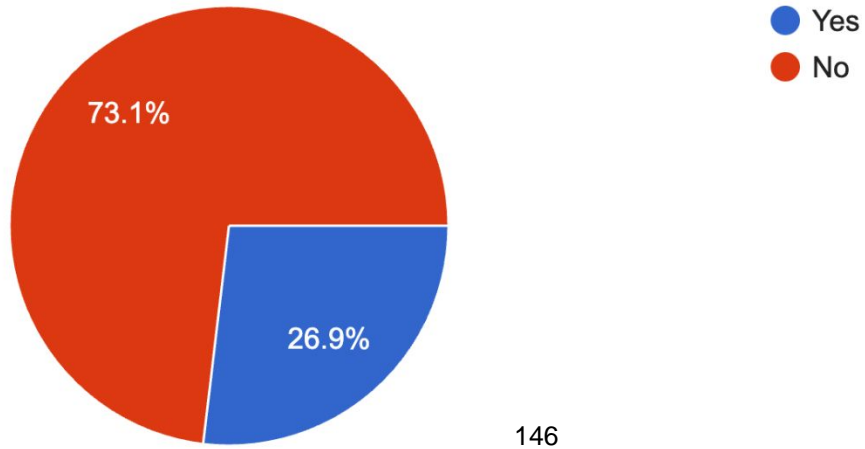
- Corcoran
- Greenfield
- Independence
- Rockford
- Rockford Township



“No” Voters

I have school age children attending Rockford Area Schools

93 responses



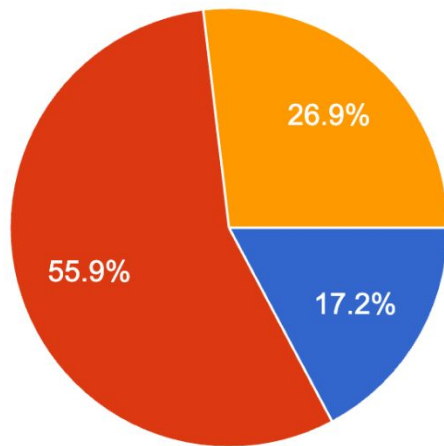
146



"No" Voters

I have school age children attending school(s) outside of Rockford Area Schools

93 responses



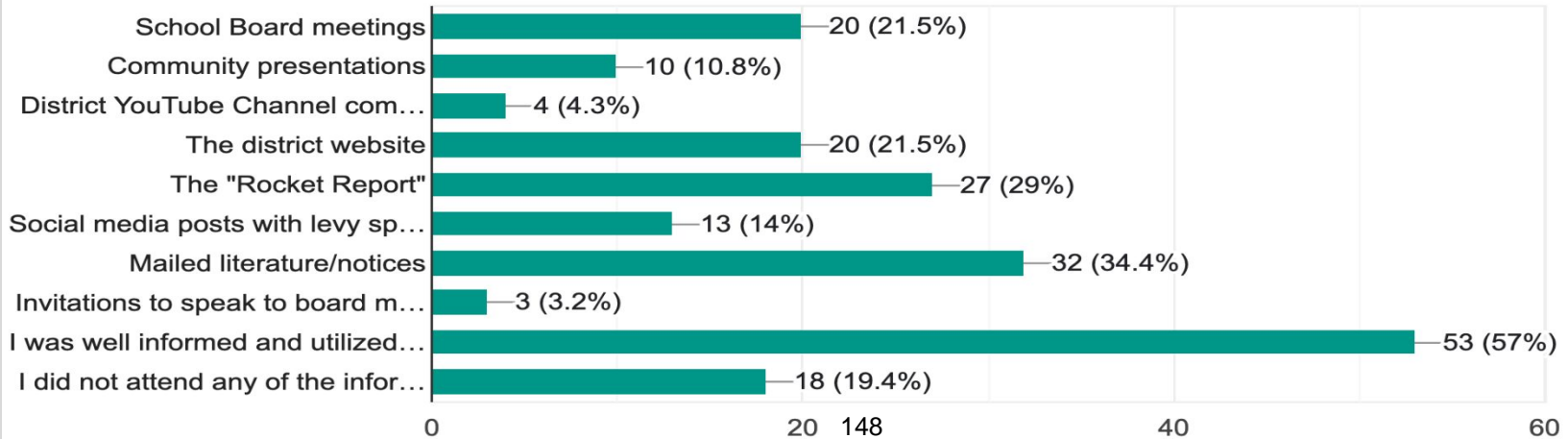
- Yes
- No
- Currently, I do not have school age children attending Rockford Area Schools or any other Pre-K to Grade 12 Schools



“No” Voters

If you did not feel well informed regarding the question posed, were you aware of the following informational items (please check all that apply).

93 responses

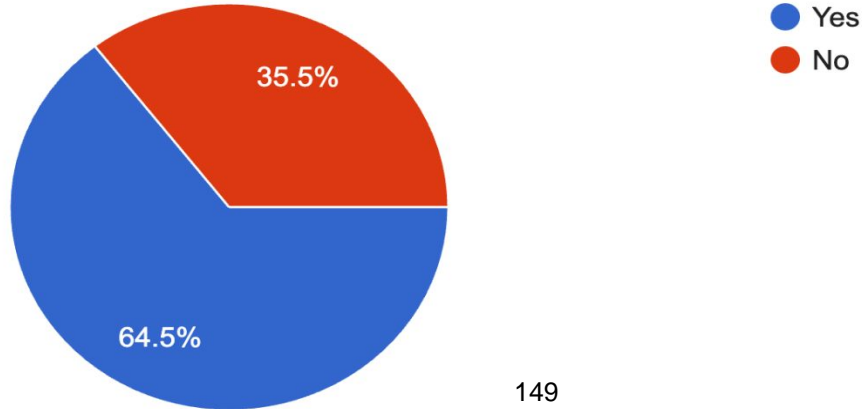




“No” Voters

Are you aware that at the end of 2028, the tax impact for all district residents will decrease by an average of \$63/month (\$756/year) as the voter appr... below represents residents tax impact over time.

93 responses

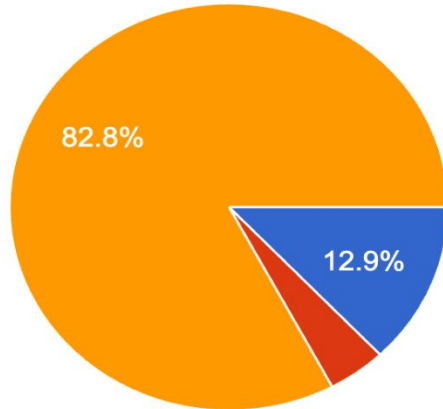




“No” Voters

Knowing the tax impact to all district residents will be substantially reduced (\$63/month - \$756/year) at the end of 2028, would you be more ...56/year if we were to ask again in November 2025?

93 responses



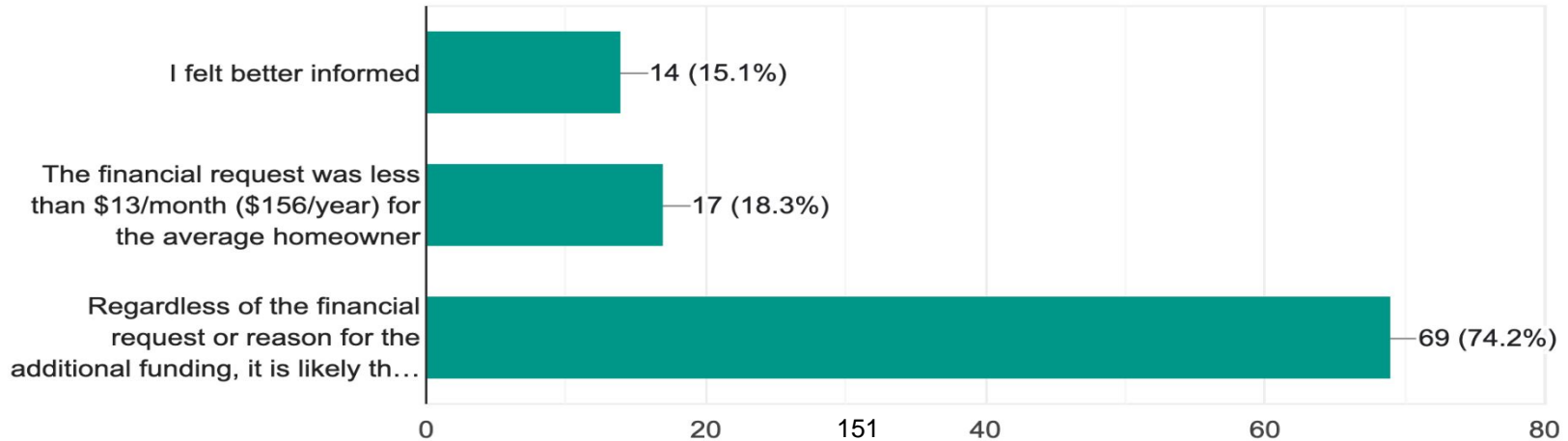
- I would be more likely to support the Capital Projects Levy knowing my overall tax impact will be substantially reduced in 3 years.
- Knowing my overall tax impact will be substantially reduced in three years, I would be inclined to vote "Yes" for a slightly higher amount on a Capital Pr...
- Knowing this has no bearing on my desire support a capital projects levy in 2025.

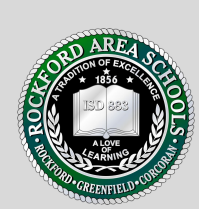


“No” Voters

If the Capital Projects (Technology) Levy was brought to a vote again in November 2025, I would support it if... (please answer all that apply).

93 responses

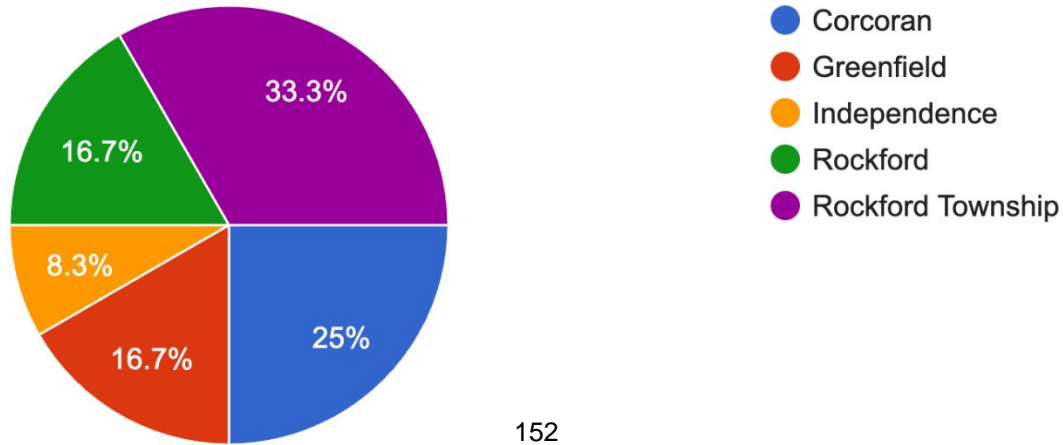




Did Not Cast a Vote

My residence in which city/municipality

12 responses



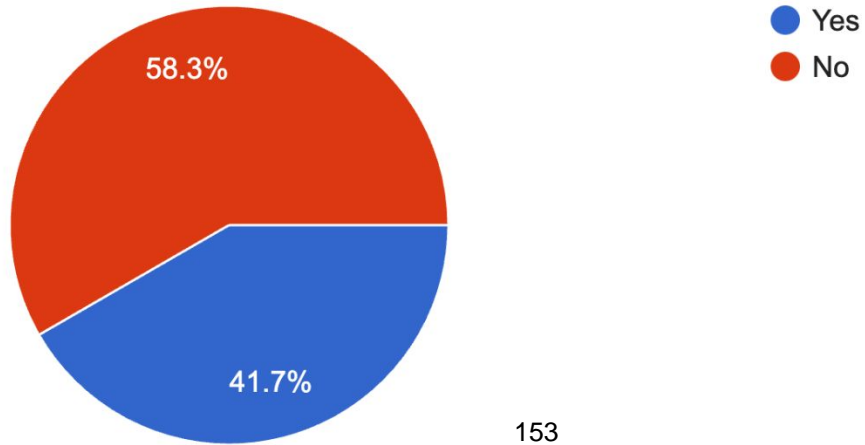
152



Did Not Cast a Vote

I have school age children attending Rockford Area Schools

12 responses



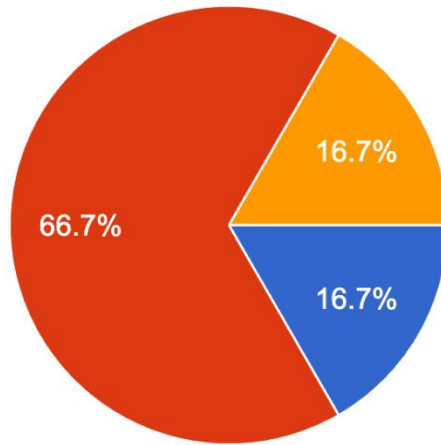
153



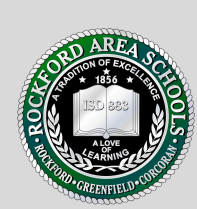
Did Not Cast a Vote

I have school age children attending schools outside of Rockford Area Schools

12 responses



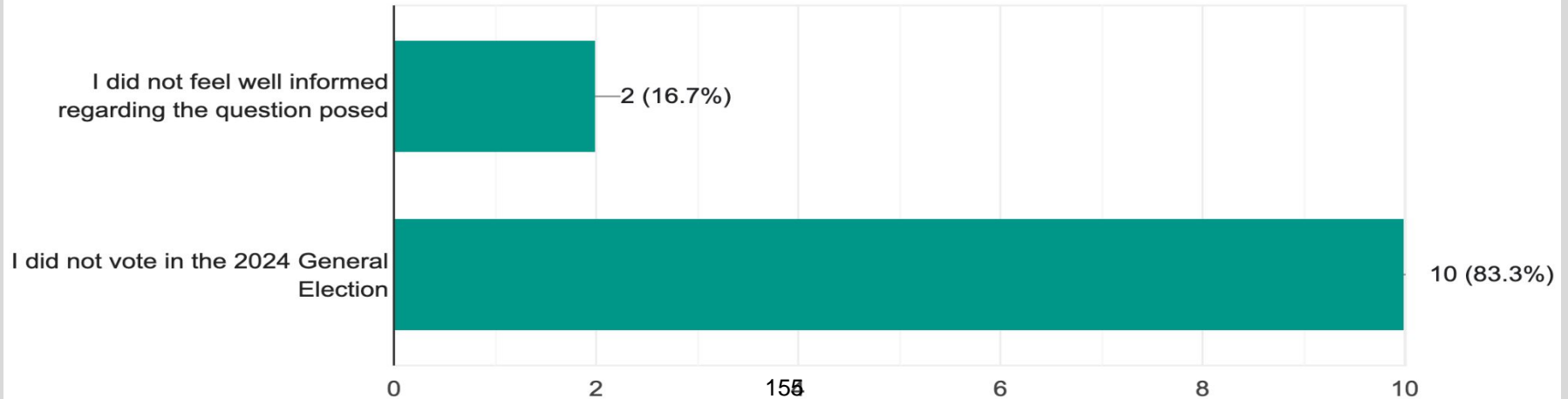
- Yes
- No
- Currently, I do not have school age children attending Rockford Area Schools or any other Pre-K to Grade 12 Schools

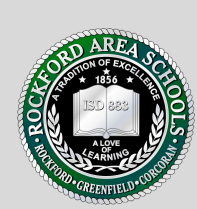


Did Not Cast a Vote

I did not vote for or against the Rockford Area Schools Capital Projects (Technology) Levy for the following reason(s) (please check all that apply).

12 responses

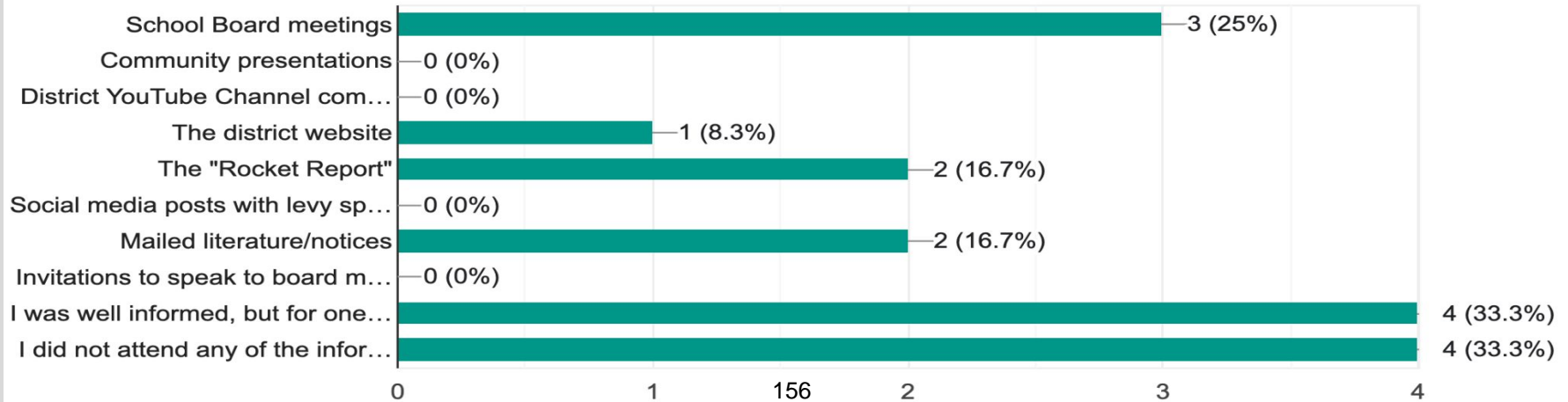


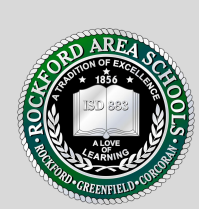


Did Not Cast a Vote

If you did not feel well informed regarding the question posed, were you aware of the following informational items (please check all that apply).

12 responses

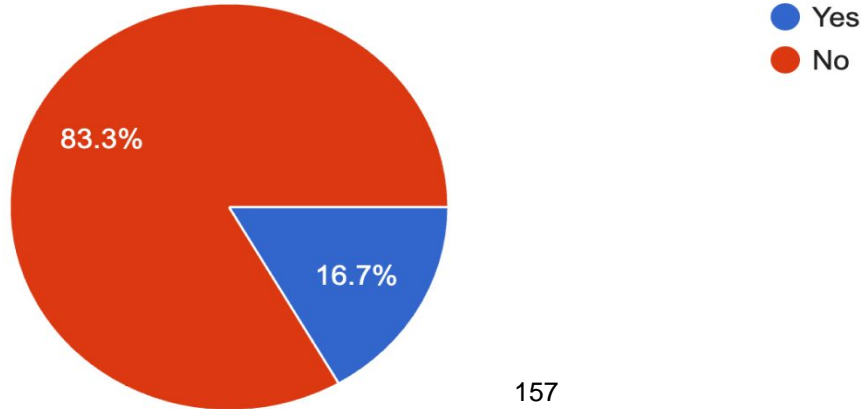




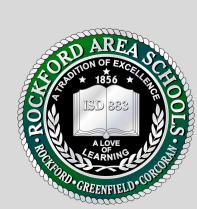
Did Not Cast a Vote

Are you aware that at the end of 2028, the tax impact for all district residents will decrease by an average of \$63/month (\$756/year) as the voter appr... below represents residents tax impact over time.

12 responses



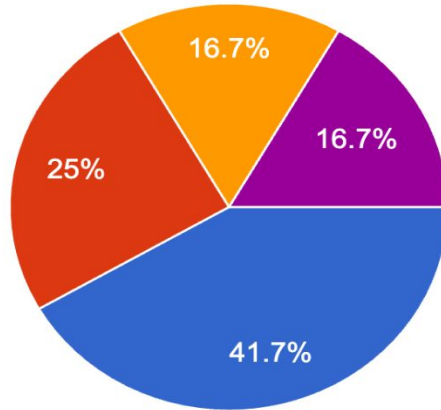
157



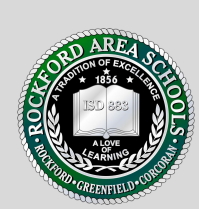
Did Not Cast a Vote

Knowing the tax impact to all district residents will be substantially reduced (\$63/month - \$756/year) at the end of 2028, would you be more ...56/year if we were to ask again in November 2025?

12 responses



- I would be more likely to support the Capital Projects Levy knowing my overall tax impact will be substantially reduced in three years, I...
- Knowing my overall tax impact will be substantially reduced in three years, I...
- Knowing this has no bearing on my desire support a capital projects levy i...
- Knowing this, I would vote support the capital projects levy, but at an amount...
- I generally do not vote and would likely not cast a vote for or against the capit...





Thank You.



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

Subject: Technology Report

Meeting Date: March 12, 2025

Prepared by: Jeff Kienitz, Director of Technology

Date Prepared: March 7, 2025

Information Briefing Action Enclosure Item(s)*

School Board Presentation – March 12, 2025
Presenter: Jeff Kienitz, Director of Technology
Length: No more than 20 minutes

Welcome - Introduction and Framework of Discussion

Presentation of 1:1 Device Handbook –
Revised Handbook for 2025-2026
Device Protection Plan and Billing discussion

Outline of Technology Strategies and Goals

1. **Security and Safety**
 - a. FCC Analog conversion – Fire Panels, Fax, Elevators – starting at Transportation
 - b. Crisis Management
 - i. Sandy Hook Promise rollout
 - ii. Safety Committee update
 - iii. Classroom emergency communications (instructional boards)
 - iv. I Love You Guy’s integration with Alice protocols
 - v. Relocation and Reunification activities
 - c. Staffing update
2. **Classroom Learning**
 - a. Infinite Campus
 - i. Working on student workflow processes
 1. Applications
 2. Device management
 3. Infinite Campus/Google onboarding
 - ii. Custom Forms for technology and 504 management
 - iii. Standards revisions
 - b. Perkins Grant



**ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION**

3. Essential Support Services

- a. Archive Scanning services rollout
 - i. Equipment
 - ii. Staffing
 - iii. Retention schedules protocol development
- b. POS stations – replaced (MDE grant)
- c. Office of Civil Rights data
- d. Capital Projects – E-rate (firewall, matching funding loss)
- e. Cyber-Security - Insurance (March) Audit (April)
- f. Technology budget update – update regarding the impact update of technology funding.

Inter-Agency support highlights

Educational Resources – Regional technology meetings
ECMECC – January Security Conference, Google Admin training, Telecommunication Access grant.
Wright County Emergency Services – in-person coordination
CISA – Overview of a recent meetings
BCA – MN Fusion Center acceptance.

Review and Comment –

*Enclosure items – 1:1 handbook, Protocol: Billing and Device Protection, Budgeting worksheets

2025-26

1:1 District Issued Device Handbook



Rockford Area Schools – District 883
A Tradition of Excellence, One Student at a Time.

4/1/2025

Rockford Area Schools

1:1 District Issued Device Handbook

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Rockford Area Schools

1:1 District Issued Device Handbook

Introduction

Welcome to the Rockford Area School District's Device Integration Handbook. As we embark on this journey together, we are excited to guide both parents and students through the seamless integration of digital technology into education. Our goal is to equip you with the skills and tools needed to thrive in an ever-changing world dominated by information and technology.

In the sections that follow, you will gain a deeper understanding of how technology plays a pivotal role in modern education. From exploring the vast realm of information to experiencing the personalized advantages of having your own device, this handbook will empower you to make the most of your educational journey.

As you explore each content area, you'll discover how your personalized device acts as a catalyst for critical thinking, problem-solving, and dynamic interactions. We will also delve into the transformative impact of technology on teaching and learning, revealing how it enhances both the curriculum and your engagement.

Guidelines and protocols are outlined to ensure a positive and responsible use of your devices. Our commitment to your growth and success is evident throughout, as we guide you in leveraging technology to navigate challenges, foster critical thinking skills, and actively participate in our vibrant educational community.

Remember, your personalized device is more than just a tool – it's a gateway to a world of knowledge, a catalyst for personal growth, and a bridge to your future success. Embrace it, explore it, and harness its potential to shape not only your educational journey but also your journey beyond these walls.

The policies, procedures, and information within this document apply to all technology used at the Rockford Area Schools - Independent School District 883 by students, staff, or guests, including any other device considered by the administration to fall under this handbook.

This handbook is a collection of selected policies and administrative guidelines, as well as rules and regulations of the Rockford Area Schools District 883. If there is a conflict between Board policy and this handbook, the Board policy shall take precedent.

Teachers may establish supplementary requisites for technological utilization within their respective classrooms.

Digital Learning Enhancement Plan Goals

Goal 1: Digital Empowerment for Enhanced Learning: Provide students with cutting-edge digital tools to enrich and expedite the learning process. By equipping students with these tools, we aim to foster a dynamic learning environment that encourages exploration, engagement, and deeper understanding of subjects.

Goal 2: Innovative and Blended Learning Approach: Employ innovative and blended learning strategies to revolutionize the delivery of our curriculum. By integrating technology into education, we seek to promote higher-order thinking skills, ensuring that students not only grasp foundational knowledge but also develop critical thinking abilities necessary for real-world problem-solving.

Goal 3: Tailored Learning for Individual Growth: Craft personalized content that caters to the unique learning needs of each student. Through customization, we aspire to provide an education that adapts to every student's pace, strengths, and areas of improvement, fostering a holistic and effective learning experience.

Goal 4: Optimized Classroom Instruction: Enhance the efficiency and effectiveness of classroom instruction through technology integration. By leveraging digital tools, we aim to create an interactive and dynamic learning atmosphere, where teachers can engage students more deeply, resulting in improved comprehension and retention of subject matter.

1.0 Receiving Your District Issued Device/Accessory

Student Technology will generally be distributed during the first week of school.

Parents/guardians and students should complete and sign the Technology Acceptable Use and Device Agreement forms prior to students being issued a device. These documents will need to be submitted at student registration. The forms should be made available through the district's parent portal programs (Infinite Campus).

1.1 Agreement for Financial Responsibility

The assigned devices covered in this plan belong to Rockford Area Schools and will be returned at the end of the academic school year. Students who transfer, withdraw, or are expelled will need to return the device and accessories at the time of withdrawal. Devices assigned to students that are not returned may be considered and treated as stolen property. If a payment request is rendered and is not received, the account may be turned over to a collection agency and/or law enforcement agency.

If damage occurs to the device or accessory, the student should immediately report the damage and turn the device or accessory in. The device or accessory will be repaired or replaced by the district. Incidents of gross negligence or repeated incidents may result in financial restitution

from the family, up to the cost of the entire device, if warranted. These costs are general costs and may fluctuate based on current market costs. Prices fluctuate with the market and inflation costs. Some of the costs are listed below:

- Chargers - \$20 to \$40.00 each
- Keyboards with trackpad - \$50.00 to \$65.00
- Screens vary in cost from \$49.73 to \$89.50
- Full replacements currently vary from \$250.00 for the Acers and \$275 for the HP 14 model. This cost doesn't include the licensing needed for Google and other services.

1.2 Device Check In

Student technology and accessories, including the charger, will be collected at the end of each school year for maintenance over summer vacation. The district will strive for each student to retain their original technology each year while enrolled at Rockford Area Schools in grades 6 to 12. When asked to do so, students must surrender/return the technology and accessories to Rockford School District. Any student who transfers out of the district will be required to return their technology and accessories. The average lifespan for a chrome book has been extended to about seven years allowing the device to be in compliance with state testing requirements.

2.0 Taking Care of Your Device

2.1 General Precautions

Your personal device is a valuable tool that enhances your learning experience and empowers you to explore new horizons. To ensure its optimal performance and longevity, it's important to take proper care of your device. Follow these guidelines to maintain the functionality and reliability of your device:

1. **Keep it Clean:** Regularly clean the screen, keyboard, and exterior of your device using a soft, lint-free cloth. Avoid using harsh chemicals or abrasive materials that could damage the surface.
2. **Handle with Care:** Carry your device carefully to prevent scratches and impact damage. When handling your device, be gentle and avoid dropping it or subjecting it to unnecessary force. Keep food and liquids away from the devices.
3. **Charging Protocol:** Charge your device using the provided charger and cable. Avoid using third-party chargers, as they may not be compatible and could potentially harm your device. Overcharging can also impact battery life, so disconnect the charger once your device is fully charged.
4. **Temperature Awareness:** Keep your device in a moderate temperature range. Extreme heat or cold can affect battery performance and the overall functionality of your device. Avoid leaving it in direct sunlight or in a cold environment for extended periods.

5. **Software Updates:** Regularly update your device's software to ensure it has the latest security patches and features. These updates help maintain the device's performance and protect it from potential security vulnerabilities. The district will periodically push updates out to the devices.
6. **Safe Transport:** When not in use, store your device in a safe and secure location. Avoid leaving it in areas prone to extreme temperatures, humidity, or the risk of theft.
7. **Internet Safety:** Use your device responsibly when accessing the internet. Be cautious of the websites you visit, and avoid clicking on suspicious links or downloading unfamiliar files that could potentially harm your device.
8. **Cords:** Carefully insert the headset cables, charging cable, and other cords into the device.
9. **Adjust Screen Brightness:** To conserve battery life and reduce eye strain, adjust the screen brightness to a comfortable level, especially when you're working in well-lit environments.
10. **Take Care of the Charger:** Keep your charger in a separate compartment of your bag to avoid tangling with other items. Avoid bending or stressing the charger cable excessively.

2.2 Carrying Devices

Here are some tips to help students carry and use Chromebooks efficiently:

1. **Position in Bag:** Place your Chromebook in the dedicated laptop compartment, if your bag has one. If not, choose a central location in your bag where it's less likely to experience impacts.
2. **Avoid Overloading:** While it's tempting to carry all your textbooks, notebooks, and other items in your bag, try to keep it relatively light to avoid putting excessive weight on your Chromebook. Do not place the device in a place where it may get stepped on.
3. **Avoid Rough Handling:** Be mindful when placing your bag on the ground or any surface. Avoid dropping your bag or placing heavy items on top of it.

2.3 The Basic Care of Your Device

Remember, taking good care of your device helps it last longer and work better, so you can get the most out of your learning. If you face any problems or have questions about how to keep your device in good shape, don't hesitate to ask the school's tech support for help. Your device is a strong tool – treat it well so it keeps being useful to you.

Keeping your Chromebook screen clean is important for maintaining good visibility and a pleasant user experience. Here are some screen cleaning tips for Chromebooks:

1. **Turn Off Your Chromebook:** Before cleaning the screen, turn off your Chromebook or put it in sleep mode to avoid accidentally triggering actions while cleaning.
2. **Use a Microfiber Cloth:** A microfiber cloth is gentle on the screen and effectively removes dust, fingerprints, and smudges. Avoid using paper towels, tissues, or rough materials that could scratch the screen.
3. **Dampen the Cloth:** If there are stubborn smudges or dirt, lightly dampen the microfiber cloth with water. Make sure the cloth is not dripping wet; just slightly damp is sufficient.
4. **Avoid Harsh Chemicals:** Do not use harsh cleaning agents, ammonia-based products, or any abrasive substances on your Chromebook screen. These can damage the screen's protective coatings.
5. **Gently Wipe the Screen:** Starting from the top, gently wipe the screen in a circular or vertical motion. Apply minimal pressure to avoid damaging the screen.
6. **Focus on Problem Areas:** If there are specific areas that require more attention, gently rub in a circular motion with the dampened cloth until the smudges are gone.
7. **Dry the Screen:** After cleaning, use a dry portion of the microfiber cloth to wipe away any remaining moisture.
8. **Avoid Excess Moisture:** Make sure the cloth is only slightly damp. Excess moisture can seep into the device and cause damage.
9. **Don't Spray Liquids Directly:** Avoid spraying cleaning solution or water directly onto the screen. Moisture can seep into the edges and potentially damage the internal components.
10. **Clean the Keyboard and Body:** While you're at it, you can also gently wipe down the keyboard and the body of the Chromebook with the damp microfiber cloth. Just be careful not to let any moisture drip into the keys.
11. **Be Gentle with Touchscreens:** If your Chromebook has a touchscreen, be extra gentle when cleaning to avoid applying too much pressure on the screen.
12. **Regular Maintenance:** Make screen cleaning a part of your regular maintenance routine to prevent buildup of dirt and oils.
13. **Avoid Screen Protectors:** While screen protectors can provide an extra layer of protection, they can also affect touch sensitivity and display clarity. If you choose to use a screen protector, make sure it's specifically designed for your Chromebook model.
14. **Clean Hands:** Before using your Chromebook, ensure your hands are clean to prevent transferring oils and dirt to the screen.

15. **Use Compressed Air for Keyboard:** If dust or debris gets caught in your keyboard, use compressed air to gently blow them out. Hold the Chromebook at an angle to prevent the debris from falling back into the device.

Regular, gentle cleaning using the right techniques will help keep your Chromebook screen looking clear and vibrant while prolonging its lifespan.

3.0 Using Your Device at School

Devices are meant to be used at school every day. Besides following what teachers expect for using technology, you can also use the device to check your student portal, review assignments, read announcements, verify schedules, and more. It's important for students to bring their device to all classes, unless a teacher tells them not to.

3.1 Devices Left at Home

If a student forgets their district-provided device at home, they can borrow a temporary device from the Technology Office or the Media Center. The borrowed device must be given back by the end of the school day. They should also call home to let a parent or guardian know about their oversight. If a student keeps leaving their device at home, they might have to leave it at school for a week or more. Repeating this behavior could lead to further actions decided by the school principal or other administrator.

3.2 Device Undergoing Repair

The Media Center will offer temporary devices for students whose devices are being fixed because of regular use or warranty problems. However, if the repair is needed because the general precautions weren't followed or there was purposeful harm, the student might face disciplinary actions set by the school principal or other administrator.

3.3 Charging Your Device's Battery

Every day, students should bring their devices to school with a full battery. Students must charge their devices every evening. If a student's device isn't fully charged or runs out of battery during the day, it's their responsibility to charge it.

3.4 Device Settings

Here are some Chromebook setting guidelines:

1. **Privacy Settings:** Make sure your privacy settings are set to protect your personal information. Avoid sharing sensitive details online.
2. **Screen Brightness:** Adjust the screen brightness to a comfortable level for your eyes, especially in well-lit areas.
3. **Notifications:** Customize your notification settings to avoid distractions during classes. Mute or limit notifications when you're studying.

4. **Backgrounds:** If the device settings allow, choose appropriate wallpapers or backgrounds that are school-friendly. Avoid using distracting or inappropriate images. Using improper content as a screensaver or saving it on the device provided by the district is not allowed. Having pictures of guns, weapons, explicit content, inappropriate language, alcohol, drugs, symbols related to gangs, or any other content that's not suitable for school can lead to disciplinary measures.
5. **Passwords/Pin:** Set up a strong password or PIN to secure your Chromebook. Keep this information private and don't share it with anyone.
6. **Auto-Lock:** Configure your Chromebook to automatically lock after a period of inactivity. This adds an extra layer of security.
7. **Chrome Extensions:** If allowed, install educational Chrome extensions that can assist with your learning. Avoid adding unnecessary or distracting extensions.
8. **Bookmarking:** Organize your bookmarks for easy access to educational resources, online textbooks, and helpful websites.
9. **Storage Management:** Regularly clean up and organize your files. Delete any unnecessary files to free up storage space.
10. **Backup:** Use Google Drive to back up important files to prevent data loss in case of device issues.
11. **Accessibility Settings:** If needed, adjust accessibility settings to cater to your specific needs. Chromebooks offer features for better readability and navigation.
12. **Language and Input:** Set your preferred language and keyboard input for ease of use.
13. **Time Management:** Use the calendar app to schedule tasks, assignments, and events. Set reminders to stay on top of your responsibilities.
14. **Google Classroom:** Your school uses Google Classroom, familiarize yourself with its features to efficiently manage assignments and class materials.
15. **Safe Browsing:** Enable safe browsing settings to protect yourself from potentially harmful websites or content.
16. **Charging Reminder:** Keep an eye on your battery level and charge your Chromebook regularly to avoid running out of power during class.
17. **Sharing and Collaboration:** Learn how to share documents and collaborate on Google Drive. This is useful for group projects.
18. **Help and Support:** If you're unsure about any settings or features, don't hesitate to ask your teacher or tech support for assistance.

Remember that Chromebooks are tools for learning, so setting them up properly can help you focus on your studies while staying safe and productive online.

3.5 Sound

Keep the sound turned off unless you get permission from your teacher for learning reasons. You can bring your own headphones or earbuds to use with your device. The school generally doesn't provide headphones, except for school testing.

3.6 Home Internet Access

Students can connect their district-provided devices to WiFi for internet access. This helps them use the device at home or outside school. If you have trouble with the internet at home, get in touch with your parents or the Internet Service Provider (ISP) for help. You can also contact technology support during the school day for assistance.

If necessary, many students can access free internet services to support their learning needs. These services help students stay connected and engaged in their studies, even when they're outside of school. Several organizations and programs offer free WiFi access in public spaces, libraries, and community centers. Additionally, some Internet Service Providers (ISPs) offer discounted or even free internet plans specifically for students and low-income families. Please contact your local ISP for details. These initiatives aim to bridge the digital divide and ensure that every student has the opportunity to access educational resources and online learning platforms without limitations.

The Federal Communications Commission (FCC) in the United States has various programs and initiatives aimed at promoting internet access and bridging the digital divide. One of the well-known programs is the Lifeline program, (<https://www.fcc.gov/general/lifeline-program-low-income-consumers>) which offers discounted phone and internet services to eligible low-income individuals and families. The exact details and availability of these programs may change over time, so it's recommended to visit the FCC's official website or contact them directly for the most up-to-date information on programs related to free or discounted internet services for students and low-income households.

4.0 Managing Your Files and Saving Your Work

4.1 Saving Documents with the Device

Each student has a school managed Google account which includes Google Email, Drive and Classroom. The access levels within the programs are determined by regulation, age, policy, and parents. Students should regularly save their work to Google Drive from their devices. It's important to back up essential files as a precaution against data loss in case of malfunctions, system resets, or re-imaging. Google Drive offers ample storage and the convenience of accessing documents from various devices. For instance, a student can write a document on

Chromebook, save it to Google Drive, and retrieve it on their device. Alternatively, documents can be saved by emailing them to oneself.

It's the student's responsibility to ensure work isn't lost due to technical issues or accidental deletion. Device problems are not a valid excuse for not submitting assignments.

4.2 Network Connectivity

The Rockford Area School District cannot assure that its network will be operational at all times. If the network experiences occasional downtime, the District will not take responsibility for any lost or unavailable data. It's important to note that using applications that evade established Rockford School District policies, proxies and filtering violates the Acceptable Use Policies. Repeated violations may lead to disciplinary measures.

5.0 Applications Installed into the Devices

5.1 Installed Applications

The pre-installed applications provided by the Rockford School District must be kept functional and readily accessible on the device at all times. It's required for students to utilize their school email or other computer logins. Moreover, it's explicitly prohibited to use proxy or torrent sites to bypass the firewall or filtering mechanisms. This policy is in place to maintain a secure and productive digital environment.

5.2 Additional Applications

Occasionally, the school might introduce applications intended for specific courses. These applications will be accessible through the District's self-service programs like Google Work Space, Chrome Extensions, Apple ID, Adobe Console, or the Microsoft Console.

5.3 Personal Applications and Inspection

Students are permitted to download applications for personal use, but these applications must align with the district's Acceptable Use Policy and the MN Student Data Privacy Act. Students should discuss additional applications needed for instructional purposes with their teacher and follow the procedures established for vetting and posting the applications. Keep in mind that non-school applications can be removed by school personnel whenever necessary. The school reserves the right to randomly monitor devices to ensure appropriate application usage and regulatory compliance. It's important to remember that these devices belong to the school, and school Administration or staff may request inspections at any time, requiring passcodes or passwords to unlock the device.

If any games or applications are found to be inappropriate, they will be removed, and there could be disciplinary consequences. During class time, personal application usage is allowed based on the teacher's discretion. Failing to follow classroom rules regarding application usage may result in disciplinary action.

You can use personal applications at home, provided that:

1. **Applications:** The applications' content (games, music, etc.) is suitable for a district/school-owned device and aligns with the district's Acceptable Use Policy.
2. **Consent:** You have permission from your parent/guardian.
3. **Assignments:** All school-related tasks are complete.

5.4 Procedure for changing or re-loading software

If unlawful software or malware is found, the applications and files may be removed, and this might even require the device to be re-imaged. In situations of technical issues, re-imaging the device could be necessary for resolution. However, it's important to note that in these instances, the school cannot be held responsible for any software that gets deleted due to the re-imaging process.

5.5 Application upgrades

Occasionally, there are upgraded versions of licensed software offered. For students in PK-12, there might be instances where they need to update their district-approved applications using the various district self-service programs. The district's patch management program will also push many updates out to the devices automatically. This may sometimes cause the device or application to work slower for a short period of time as it updates.

6.0 Acceptable Use

The Rockford School District is delighted to offer access to devices (equipped with essential programs for classes), the district network (providing email and online classroom access), student data storage, and the Internet. To access these resources, students and parents need to sign and return the provided form to the school.

While these materials aim to enrich educational goals, students might find ways to access non-educational content or use the provided hardware and software beyond its intended purpose. Therefore, it's crucial to adhere to the rules. Not following these rules could lead to temporary or permanent loss of internet, email, or other technology privileges. Violations may result in disciplinary consequences, including suspension or expulsion. In some cases, law enforcement agencies might be involved.

Using these technologies in an educational setting comes with responsibilities.

6.1 Parent/Guardian Responsibilities

Parents and guardians play a crucial role in supporting students' effective and responsible use of devices like the districts' 1:1 Chromebooks. Here are some responsibilities they should consider:

1. **Understanding School Policies:** Familiarize themselves with the school's policies regarding Chromebook or other device use, including acceptable use, internet safety, and care and maintenance guidelines.
2. **Communication with School:** Stay informed about any updates, announcements, or workshops related to the Chromebook program by regularly checking school communications and attending parent-teacher meetings.
3. **Supervision:** Monitor your child's Chromebook or other device usage, especially for younger students, to ensure they are using it for educational purposes and following school and family guidelines.
4. **Setting Expectations:** Establish clear expectations for Chromebook or other device use at home, including designated study times and appropriate websites and applications.
5. **Internet Safety:** Educate your child about internet safety, responsible online behavior, and the importance of protecting personal information.
6. **Device Care:** Teach your child how to properly care for the Chromebook or other device, including carrying it safely, cleaning the screen, and charging it.
7. **Charging Routine:** Help your child develop a routine for charging the Chromebook or other device, so it's ready for use during school hours.
8. **Filtering and Monitoring:** Consider using parental control software or built-in filtering tools on your home network to ensure their child's online activities are appropriate and safe.
9. **Open Communication:** Encourage your child to communicate any issues, concerns, or experiences related to the Chromebook or other device, whether technical or social.
10. **Addressing Issues:** If their child faces technical problems or struggles with using the Chromebook, parents should support them by seeking assistance from the school's tech support team.
11. **Creating a Learning Environment:** Provide a quiet and comfortable space for their child to use the Chromebook for studying and completing assignments.
12. **Time Management:** Help their child manage screen time and strike a balance between online and offline activities.

By actively participating in the child's Chromebook or other device usage and promoting responsible digital citizenship, parents and guardians contribute to a positive and productive learning experience.

6.2 School Responsibilities

Rockford School District has several responsibilities when implementing a Chromebook or other device program. Here are some key ones:

1. **Policy Development:** Rockford School District has developed comprehensive policies and guidelines for device use, covering acceptable use, internet safety, data privacy, device care, and consequences for misuse.
2. **Technical Support:** Rockford School District is committed to provide technical support for students, teachers, and parents to address any issues related to device setup, software, connectivity, and troubleshooting ensuring that each student receives a functional device and necessary accessories, like chargers.
3. **Device Management:** Implement a Mobile Device Management (MDM) system to manage and monitor devices, including software updates, security patches, and remote device management.
4. **Internet Filtering:** Set up internet filtering and content blocking to protect students from accessing inappropriate or harmful content.
5. **Digital Citizenship Education:** Offer digital literacy and responsible technology use programs to educate students about online behavior, privacy, cyberbullying, and ethical use.
6. **Teacher Training:** Provide professional development to teachers on integrating technology effectively into the curriculum and managing a classroom using Chromebooks and other devices.
7. **Curriculum Integration:** Work with educators to align the use of devices with educational goals and incorporate digital resources into the curriculum. The Rockford School District strives to be ready for blended and E-Learning days, as needed.
8. **Security and Privacy:** Ensure that student data is stored securely, follow data privacy regulations, and obtain parental consent for any data collection or sharing.
9. **Network Infrastructure:** Maintain a reliable and robust network infrastructure to support a high number of devices and ensure consistent connectivity.
10. **Equity Considerations:** Address potential equity issues, such as providing devices to students who lack internet access at home or ensuring accessibility for students with disabilities.
11. **Regular Maintenance:** Establish a schedule for device maintenance, updates, and repairs to keep devices in good working condition.

12. **Parent Communication:** Keep parents informed about the program's objectives, guidelines, and any changes through regular communication channels.
13. **Content Filtering:** Regularly review and update content filtering to adapt to new online threats and ensure a safe online environment.
14. **Data Backup and Recovery:** Implement data backup systems to prevent data loss and have protocols in place for recovering lost or corrupted data.
15. **Evaluation and Improvement:** Continuously assess the effectiveness of the program, gather feedback from stakeholders, and make improvements based on the collected data.
16. **Community Partnerships:** Collaborate with community organizations and internet service providers to address connectivity issues for students who lack internet access at home.

By fulfilling these responsibilities, school districts can create a successful and well-managed 1:1 device program that enhances learning experiences while ensuring student safety and data privacy.

6.3 Student Responsibilities

Highlighted below are some acceptable use responsibilities for Rockford Area School's students when using Chromebooks or other devices on and off campus:

1. **Educational Purpose:** Use the device primarily for educational purposes, including assignments, research, and communication related to schoolwork. Students should read, understand and follow the Rockford School District Acceptable Use Policy for Technology. The policy can be reviewed by clicking [Policy 524 - Internet Acceptable Use and Safety Policy](#).
2. **Responsible Behavior:** Behave respectfully and responsibly online, treating others as you would in a face-to-face environment.
3. **Cyberbullying Prevention:** Do not engage in cyberbullying, harassment, or any harmful online behavior towards peers or others.
4. **Respect Copyright:** Adhere to copyright laws by only using and sharing content that you have the rights to, and giving proper credit when necessary.
5. **Privacy Awareness:** Respect the privacy of others by not sharing personal information or images without permission.
6. **Safe Browsing:** Use the internet for appropriate and safe content, refraining from accessing or sharing inappropriate or harmful material.

7. **Appropriate Communication:** Communicate online in a courteous and respectful manner, adhering to proper language and tone.
8. **Reporting Issues:** Report any inappropriate content, cyberbullying, or any issues you encounter online to a teacher or school authority.
9. **Device Care:** Handle the device responsibly, keeping it clean and protected from damage.
10. **Password Security:** Keep your login credentials private and secure, avoiding sharing them with anyone.
11. **Respect Classroom Rules:** Follow teachers' instructions regarding device use in the classroom, including when and how devices should be used.
12. **Digital Etiquette:** Maintain proper digital etiquette when communicating with teachers, classmates, and others.
13. **Report Misuse:** If you notice any fellow student misusing technology or violating acceptable use policies, report it to a teacher or appropriate school staff.
14. **Respectful Sharing:** If required to collaborate on projects or share files, ensure that shared content is respectful and relevant to the task.
15. **Internet Safety:** Be cautious while sharing personal information online, and avoid engaging with strangers.
16. **Online Etiquette:** Understand and follow netiquette guidelines when interacting with others on the internet.

By following these acceptable use responsibilities, K-12 students contribute to a safe and productive digital learning environment while developing essential skills in responsible technology use.

6.4 Student Activities Strictly Prohibited

Listed below are some activities that are strictly prohibited for Rockford School District students when using Chromebooks or other devices in an educational setting:

1. **Cyberbullying and Harassment:** Engaging in any form of cyberbullying, harassment, or online intimidation towards peers, teachers, or others is prohibited. Rockford Area Schools Policy 514 provides additional information. The policy can be reviewed by clicking [Policy 514 – Bullying Prohibition Policy](#). Inappropriate messaging, chatting, using social media's tools and applications is prohibited.
2. **Inappropriate Content:** Accessing, sharing, or creating explicit, offensive, or inappropriate content, including images, videos, or messages. Sending mass emails or spamming is included. Sending, accessing, uploading, downloading, or distributing,

offensive, profane, threatening, pornographic, obscene, or sexually explicit materials are additional examples of prohibited conduct.

3. **Hacking or Unauthorized Access:** Attempting to hack into school systems, other students' accounts, or unauthorized access to files or networks.
4. **Plagiarism and Copyright Violation:** Copying or using others' work without proper attribution or permission, and sharing copyrighted material without authorization. Use of sites selling term papers, book reports and other forms of student work is an additional example of prohibitive conduct.
5. **Malicious Software:** Downloading or installing malware, viruses, or other malicious software that can harm devices, networks, or data.
6. **Unauthorized Devices:** Connecting unauthorized hardware, such as USB drives or external devices, without explicit permission. Students swapping or sharing devices amongst each other for non-educational purposes is discouraged.
7. **Proxy or VPN Usage:** Using proxies or VPNs to bypass school filters or security measures, or to access blocked websites.
8. **Personal Social Media During Class:** Using personal social media accounts or messaging platforms during class time without teacher permission.
9. **Distraction During Class:** Using devices for non-educational purposes during class, causing distractions to oneself or others.
10. **Cyberstalking:** Engaging in cyberstalking or repeatedly harassing others online.
11. **Unauthorized System Changes:** Making unauthorized changes to device settings, configurations, or software. The changing of device security settings (exceptions include personal settings such as font size, brightness, etc.) are discouraged.
12. **Sharing Personal Information:** Sharing personal information, contact details, or addresses with strangers online. Students should refrain from giving out personal information except in an instructional context or in the performance of Rockford School District business and with permission of the school district.
13. **Unauthorized Streaming or Downloads:** Streaming or downloading content not related to school activities during class or study time.
14. **Impersonation:** Pretending to be someone else or being anonymous, whether a student, teacher, or anyone else, online is prohibited.
15. **Vandalism and Defacement:** Vandalizing or defacing websites, online documents, or any digital content. Vandalism (any malicious attempt to harm or destroy hardware, software or data, including, but not limited to, the uploading or creation of computer viruses or

computer programs that can infiltrate computer systems and/or damage software components) of school equipment will not be allowed.

16. **Sharing Passwords:** Sharing login credentials, passwords, or passcodes with others, compromising security.
17. **Online Gambling:** Engaging in online gambling or participating in any illegal online activities.
18. **Accessing Inappropriate Sites:** Accessing websites or content that is not suitable for an educational environment.
19. **Unauthorized Purchases:** Making online purchases using school devices or accounts without proper authorization.
20. **Violations of Privacy:** Violating others' privacy by sharing private messages, images, or information without consent. Gaining access to other student's accounts, files, and/or data is an example. Password sharing is another example of prohibitive conduct.
21. **Doxing:** Posting personal information or encouraging others to share personal information about individuals online.

Strictly adhering to these prohibited activities ensures a safe and productive digital learning environment, promotes responsible technology use, and prevents disruptions within the school community.

6.5 Legal Propriety

It is important to follow trademark and copyright laws as well as all license agreements. Not knowing the law doesn't exempt you as ignorance of the law is not immunity. If you're uncertain, seek guidance from a teacher or parent.

Plagiarism goes against district and school policies. Students should always attribute sources, whether you're quoting or summarizing. This includes all kinds of internet media like images, videos, music, and text.

The use or possession of hacking software is completely forbidden. Breaking state or federal laws can lead to legal action or school-related consequences.

6.6 Student Discipline

Devices provided by the Rockford School District are primarily intended for educational use. However, they can also be used at home for other purposes, with a focus on prioritizing school-related activities. If a student violates any part of this handbook, the District's Acceptable Use Policy or other established disciplinary policies/plans while using the device at home or school, appropriate consequences will apply as outlined in the policy.

- 1. Discipline in the School Environment:** Each school's discipline policies encompass the use of devices in a learning environment. Refer to school-specific materials or directly contact the school Principal for more information. Rockford Schools District Policy 506 contains additional information relating to student discipline. The policy can be reviewed by clicking [Policy 506 – Student Discipline Policy](#).

- 2. Gradual Discipline Approach:** Disciplinary measures follow a progressive approach. Initial, minor infractions might result in milder consequences compared to repeated or more severe offenses. The following examples are for illustration purposes, as appropriate steps will vary based on the student and situation. The following list are examples and may not be all inclusive.
 - Verbal warning
 - In-class repercussions
 - School-based consequences
 - Contact with parents
 - Referral to administration
 - Limited or loss of access to certain applications
 - Loss of device or mobile devices during class
 - Loss of device or network access for a longer duration
 - Suspension

- 3. Classroom Interventions:** For minor infractions, initial interventions will likely take place within the classroom. These could include verbal warnings, adjustments to seating arrangements, and communication with parents.

- 4. Consequences:** If a user engages in unauthorized activities, the student's school officials can revoke network access without prior notice. Additionally, access to the device itself can be withdrawn by school officials if unauthorized activities are detected.

6.7 Cyberbullying

As stated earlier in section 6.4, students using devices and other technology services are reminded of the district's policies regarding bullying and harassment, including cyberbullying. A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment.

The following policies provide additional guidance:

District Policy 413 (Harassment and Violence) - the policy can be reviewed by clicking [Policy 413 – Harassment and Violence](#).

District Policy 514 Bullying Prohibition Policy - the policy can be reviewed by clicking [Policy 514 – Bullying Prohibition Policy](#).

District Policy 524 (Acceptable Use Policy for Technology) - the policy can be reviewed by clicking [Policy 524 - Internet Acceptable Use and Safety Policy](#).

7.0 Protecting and Storing your Device

7.1 Device Identification

Students will receive devices with special labels attached by the Technology Services Department. These labels must remain on the devices at all times, regardless of what happens. If a label becomes detached, students should promptly return the device so that we can apply a new label. The school maintains a comprehensive inventory of all devices. When the labels are scanned into the inventory system, this procedure assigns responsibility for the devices to the respective users.

7.2 Passcode Protection

Student devices provided by the district must have passcode or password protection. In Elementary and Middle School, many of these passcodes are already set by the school district and given to the student. In High School, most students can set their passcodes themselves.

It's crucial for students to keep their passcodes secret. Passcodes should never be shared, published, or posted. If a student doesn't follow this agreement or any part of this standard, there might be unintended consequences, like a breach of data privacy.

If a student forgets their passcode or suspects it has been compromised, they should reach out for assistance to the Technology Services Department.

7.3 Storing Your Device

It is the student's responsibility to keep the devices assigned to them secure. Students are encouraged to take their district-issued devices home every day after school. Taking care of your Chromebook is important to ensure it stays in good condition and functions properly. Proper storage is a key part of keeping your device safe and ready for use. Here are some guidelines for storing your Chromebook:

1. **Safe Environment:** Store your Chromebook in a clean and dry place, away from direct sunlight, extreme temperatures, and moisture. Avoid placing it on surfaces where liquids could accidentally spill. Devices should not be stored in a student's vehicle when at school or at home.

2. **Charging:** Before storing your Chromebook, make sure it's charged to at least 50%. Long-term storage with a completely depleted battery could lead to battery damage.
3. **Closing the Lid:** When storing your Chromebook, close the lid gently. This helps protect the screen from potential damage.
4. **Disconnect External Devices:** If you've connected any external devices like USB drives or accessories, disconnect them before storing the Chromebook. This prevents accidental damage to ports and connectors.
5. **Secure Location:** Store your Chromebook in a secure location where it's less likely to be knocked over or stepped on. Avoid leaving it in places where it could fall, like the edge of a table or an unstable surface. Nothing should be placed on top of the device.
6. **Passcode Protection:** If your Chromebook has a passcode or password, make sure to engage this security feature before storing it. This adds an extra layer of protection against unauthorized access.
7. **Cleanliness:** Before storing, wipe the screen and keyboard with a soft, lint-free cloth to remove smudges and dirt. Avoid using abrasive materials or harsh chemicals.
8. **Avoid Weight:** Don't place heavy objects on top of your Chromebook, as this can damage the screen, keyboard, or internal components.
9. **Regular Use:** If you plan to store your Chromebook for an extended period, it's still a good idea to turn it on and let it update occasionally. This ensures that your device stays up-to-date with the latest software and security patches.

Remember that proper storage helps prolong the life of your Chromebook and ensures that it's ready for use whenever you need it. By following these guidelines, you can keep your device in excellent condition for a long time to come.

7.4 Devices Left Unattended

Ensuring the safety of the district-issued device is of utmost importance. It's crucial to never leave the device unattended, unless you are in the designated safe areas. Leaving the device unattended increases the chance of it being stolen. If the device is stolen due to being left unattended, the district may request the responsible person to cover the costs of a replacement device.

If an unattended device is found, it will be relocated either to the school office or the Technology Services office, where it can be safeguarded. Repeated occurrences of leaving the device unattended will result in disciplinary actions being implemented. Your cooperation in this matter contributes to the security and proper use of the devices provided by the district.

8.0 Repairing or Replacing your Device

8.1 Warranty

Rockford School District generally purchases devices with a standard warranty. This coverage assures protection against defects in materials and craftsmanship. The scope of this limited warranty encompasses standard usage, mechanical malfunctions, or defects in construction. In the event of such issues, replacement parts will be supplied for necessary repairs or device replacement.

It is important to note that this warranty does not cover damages arising from misuse, abuse, or negligence. We kindly request that all problems encountered with devices be promptly reported to the designated area for appropriate assistance. Your diligence in promptly addressing device concerns contributes to the smooth functioning of our equipment.

8.2 School/Student Responsibilities

In this section, we outline the responsibilities of both students and the school concerning the care, maintenance, and repair of school-issued devices. It's important that students understand their role in keeping devices functional and in good condition. Please refer to [Section 2.0 Taking Care of Your Device](#), for more details on device maintenance.

Device Malfunctions and Damages: Reporting and Repair

If a device malfunctions or sustains damage, it is the student's responsibility to promptly report the issue to the school office. Normal maintenance and repair issues are covered by the Technology Services Department of the Rockford School District. However, if damages are found to be a result of not following the safety procedures outlined in this handbook, the student may be held accountable for the associated repair charges. The district will consider a family's ability to reimburse the district for damages or repairs. One criterion used with the eligibility for free and or reduced meals.

School District's Repair Responsibility:

The school district is responsible for repairing the following:

- Devices that malfunction due to manufacturing or application defects.
- Devices that are damaged through regular use (excluding accessories like chargers, cords, cases, or other accessories).
- Any issue covered under warranty.
- First-time accidental damages may be covered and determined on a case by case basis.

Student/Family Responsibility:

Students and their families are responsible for the following:

- The District encourages the students to fully utilize the devices being issued to promote a successful learning environment. Ensuring that the devices are properly taken care, stored correctly, and transported in a protective manner is important.
- Replacing lost items and damaged accessories (cables, chargers, devices, cases, or other accessories). The school will replace the item and invoice the family.
- Fully covering repair costs for intentionally damaged devices.

Repair Costs:

The estimated replacement costs for some damages and repairs are found in [Section 1.1](#).

Repair Scenarios:

1. **1st accidental break:** Parents consulted with possible repair paid by school, loaner device provided, repaired device returned promptly. A decision would be made by the school and parent as to who pays the repair.
2. **2nd or further accidental breaks:** Repair paid by student, no loaner device provided (exceptions at administration's discretion), device returned after payment.
3. **1st intentional break:** Repair paid by student, no loaner device provided (exceptions at administration's discretion), device returned after payment.
4. **2nd or further intentional breaks:** Repair paid by student, no loaner device provided (exceptions at administration's discretion), device returned after payment.

Student Responsibilities During Repairs:

When a device requires repair, students are expected to:

- Notify parents/guardians about the repair and ensuing bill.
- Make payment to the school office promptly.
- If the break was intentional or a second break, students may work with pen and paper until repair and payment are completed (exceptions determined by administration).
- Inform teachers of any necessary adjustments to assignments.

Repair turnaround time is typically 1-2 days.

Examples:

- *Accidental breaks:* Device in a backpack, tripping, stepping on the device, dropping from a counter or desk.
- *Intentional breaks or damage:* Deep scratches inconsistent with normal wear, extreme bending, throwing the device, any damage admitted to being intentional by a student.

Understanding these responsibilities will help ensure the smooth functioning of devices and minimize disruptions in learning.

8.3 Claim

In the event that a district-issued device is stolen or damaged due to fire, students or parents are required to file a police or fire report. A copy of the report must be submitted to the Principal's office before a replacement device can be provided. To enhance awareness about district-owned equipment, the Rockford School District will collaborate with the schools' Resource Officers to notify the sheriff's department of the situation.

8.4 Device Protection Program

Starting in the 2025-2026 school year, Rockford School District will offer a voluntary Device Protection Program to help families mitigate financial responsibility in the event of accidental damage, theft, or loss of a school-issued device. The program is designed to provide peace of mind by covering common repair costs, including screen damage, keyboard malfunctions, and full device replacement due to theft (with a police report).

Families who choose to enroll will pay an annual fee of \$40 per student, with a family cap of \$80. Students who qualify for the Educational Benefits Program will receive a 50% discount. Enrollment must be completed within the first 30 days of the school year, or upon receipt of a device for mid-year enrollees. Families who do not opt into the program will be financially responsible for the full cost of any repairs or replacement due to damage or loss.

Claims are limited to one covered incident per year, with additional claims requiring partial payment for repairs. For more details, families can reference the full Device Protection Plan agreement online or contact the district's Technology Services Director at Jeff.Kienitz@rockford883.org.

9.0 Common Questions

Question: Does the school district encourage the use of BYOD (bring your own device)?

Answer: The Rockford School District is not endorsing a BYOD in lieu of receiving a district issued device for several reasons:

1. **Equity and Accessibility:** BYOD programs can exacerbate existing disparities in technology access among students. Not all students may have access to their own devices, leading to inequalities in learning experiences and potentially hindering those without devices.
2. **Consistency:** Using a variety of different devices can make it challenging for teachers to provide consistent learning experiences and technical support. Compatibility issues,

different software versions, and varying capabilities of devices can complicate lesson planning and troubleshooting.

3. **Security:** When students bring their own devices, there's a risk of introducing potentially harmful software, viruses, or security vulnerabilities into the school's network. Maintaining a secure digital environment becomes more complex when numerous devices are involved.
4. **Digital Divide:** A BYOD program can deepen the digital divide by allowing students with more advanced devices to access educational resources and applications that might not be available to those with older or less capable devices.
5. **Distractions:** BYOD programs can lead to increased distractions in the classroom, as students may use their personal devices for non-educational purposes during class time.
6. **Privacy Concerns:** Using personal devices can raise privacy concerns, as school staff may have limited control over the content accessed on students' devices. This can potentially lead to inappropriate content being displayed or shared within the school environment.
7. **Technical Support:** Managing a variety of different devices can strain the school's technical support resources. Troubleshooting issues on a wide range of devices can be time-consuming and complex.
8. **Policy and Regulation:** Schools need clear policies for device use, internet access, and data security. Implementing these policies consistently across various personal devices can be challenging.
9. **Teacher Training:** Teachers need training to effectively integrate technology into their teaching. Dealing with a variety of devices may require additional training and professional development.
10. **Liability:** Schools may be held liable for any damage, loss, or theft of personal devices brought to school premises. This could create legal complications.

It's important for a school district to carefully evaluate the benefits and challenges of a BYOD program and consider whether the potential educational gains outweigh the potential drawbacks. The 1:1 program at Rockford Area Schools is relatively new and the district is still learning the long-term viability and use of the 1:1 device and learning whether or not to implement a full or limited BYOD program.

Question: Does the school district have a device protection program for devices?

Answer: The school district intends to offer a device protection program for students and families. Please refer to [Section 8.4](#) in this manual. In addition, the district works to recycle and reuse the parts from the discarded chrome books and other devices to offset the cost of

purchasing parts. The district does this to reduce costs that may need to be recovered by invoicing students, parents or guardians assigned the devices.

Question: What if a student experiences a technical issue?

Answer: When technical issues arise, teachers are aware that such challenges are a natural aspect of using technology, and students should not face penalties due to these issues. Additionally, there are no restrictions preventing students from downloading assignments at school or home and printing them on paper. Teachers should not prevent students from choosing to complete assignments using paper.

Students will receive instruction in basic device troubleshooting to equip them with foundational skills. Students should have a grasp of these troubleshooting techniques. If a student encounters device problems beyond these basics, they should seek assistance from the Media Center or the Technology Services Department.

In certain cases, a student might need to temporarily exchange their device for a loaner during the day. However, given that all work should be saved to Google Drive, this switch should not disrupt the student's access to their work. It's crucial that students understand this, as it ensures their work remains accessible and uninterrupted.

Question: What if I forgot my password or username?

Answer: The student can talk with their teacher to resolve the issue. The student may be sent to the Technology Services Office for additional help in resetting user names or passwords.

Question: How should the camera and microphone be used on my device?

Answer: The use of microphones and cameras on Chromebooks or other devices is an integral aspect of modern learning. These features enable interactive and collaborative experiences, enhancing the educational process. To ensure a respectful and safe environment for all, the following guidelines are provided:

1. **Educational Use:** Microphones and cameras should be used for educational purposes only, as directed by teachers and in alignment with the curriculum.
2. **Privacy and Respect:** Students must be mindful of their surroundings when using microphones and cameras. Ensure that unintended or private content is not shared inadvertently.
3. **Consent:** When participating in live video sessions, students should be aware that their video and audio may be visible and audible to the entire class. By joining the session, students provide implied consent for their video and audio to be shared in the virtual classroom environment.

4. **Engagement:** During virtual classes, students are encouraged to engage actively by using cameras and microphones, as appropriate. This promotes a sense of connection and participation within the virtual classroom.
5. **Camera Etiquette:** Whenever possible, use appropriate backgrounds during video sessions. Ensure that the camera's focus is on the student and their learning environment.
6. **Muting:** When not actively participating, students are encouraged to mute their microphones to minimize background noise and distractions.
7. **Unauthorized Use:** Recording or capturing class sessions, including images, audio, or video, without explicit teacher permission is prohibited.
8. **Reporting Concerns:** If students encounter any inappropriate or concerning use of microphones or cameras, they should immediately report it to a teacher or school staff member.

By adhering to these guidelines, students contribute to a positive and effective online learning environment while respecting the privacy and rights of all participants.

Question: How will students save materials and projects?

Answer: Rockford School District utilizes Google for Education to help provide a framework of programs and support including Google Email and Drive. This is the primary source of storage for students. A couple other school-issued programs that contain storage are Adobe Creative Suites and Microsoft Office 365.

Question: Are programs used for curriculum vetted for use?

Answer: Yes, the program allowed for use in curriculum and instruction are listed on the school website. These are referred to as Digital Tools and can be located by clicking "[Digital Tools](#)."

Question: Can I use my personal and district assigned devices whenever I want in school?

Answer: The building principals may have an established best practice in place with regards to electronic devices during instructional time. The Principal may post this practice in the school's handbook or in other written form. In Rockford School District, teachers have the authority to decide whether electronic devices can be used during instructional periods. It's important to honor and comply with the instructions provided by each teacher. If a teacher permits the use of electronic devices, it's crucial to observe the following guidelines:

1. **Adherence to Policies:** Users must strictly follow district policies while using electronic devices.
2. **Educational Purposes:** Devices should be utilized solely for educational activities and purposes, as directed by the teacher.

3. **Minimized Distractions:** It's essential that device use does not create distractions or disruptions within the learning environment.
4. **In-Class Use:** Unless otherwise authorized by school personnel, electronic devices should only be used within the classroom during instructional time.

Teachers' decisions regarding the use of electronic devices are made to ensure effective learning and minimize disruptions. By adhering to their guidance and observing these guidelines, we contribute to a positive and focused educational environment.

Question: How do I connect to the internet off campus?

Answer: To connect a Chromebook to the internet at home, you can follow these steps:

1. **Power On:** Turn on your Chromebook if it's not already powered on.
2. **Wi-Fi Icon:** In the bottom-right corner of the screen, you'll see the network icon. It looks like a series of bars or a Wi-Fi symbol. Click on this icon.
3. **Networks Available:** A list of available Wi-Fi networks will appear. Locate your home Wi-Fi network from the list.
4. **Select Network:** Click on your home Wi-Fi network's name.
5. **Enter Password:** If your Wi-Fi network is secured (requires a password), a pop-up window will appear asking you to enter the network password. Type in the password accurately.
6. **Connect:** After entering the password, click the "Connect" button.
7. **Connected:** Once successfully connected, the network icon will change to show that you're connected to the internet.

Your Chromebook is now connected to your home Wi-Fi network, and you should be able to browse the internet and use online services. Remember that you'll need the correct Wi-Fi password to connect to a secured network.

If you have trouble connecting, make sure you're entering the correct password and that you're within range of your Wi-Fi router. If you continue to have issues, you might need to troubleshoot your Wi-Fi connection or contact your internet service provider for assistance.

Question: What if I don't have internet at home?

Answer: If you don't have internet access at home, there are still a few options to consider for using your Chromebook:

1. **Offline Mode:** Many Chromebook applications and tools can work in offline mode. You can work on documents, read e-books, and use certain applications without an active internet connection. Any changes you make will be synced once you're back online.
2. **Public Wi-Fi:** You might be able to find public Wi-Fi hotspots in your area, such as libraries, cafes, community centers, or even some public parks. Be cautious about using public Wi-Fi for sensitive activities and always prioritize your online safety.
3. **Mobile Hotspot:** If you have a smartphone with a data plan, you can enable mobile hotspot functionality. This turns your phone into a Wi-Fi hotspot, allowing your Chromebook to connect to the internet through your phone's data connection. Keep in mind that this could use a significant amount of data from your mobile plan.
4. **School or Community Resources:** Check with your school counselor, the district's Technology Services Office or local community organizations. They might have resources available to help students access the internet.
5. **Internet Service Assistance Programs:** Some internet service providers help provide programs for low-income households, providing affordable internet access to students and families. Check with local ISPs to see if you're eligible for such programs.

To find the most accurate and current information, you can visit the following websites:

FCC Lifeline Program: Visit the FCC's Lifeline Program page for detailed information about the program, eligibility criteria, and application process: [FCC Lifeline Program](#)

USAC Lifeline Program: The Universal Service Administrative Company (USAC) administers the Lifeline program. You can visit their website for application information and resources: [USAC Lifeline Program](#)

National Verifier: The National Verifier is a tool used to determine Lifeline eligibility. You can find more information about the National Verifier on the USAC website: [National Verifier](#)

It's important to communicate with your teachers and school if you don't have reliable internet access at home. They might be able to provide alternative assignments or offer solutions to support your learning.

10.0 Parents' Guide

Online Safety and Digital Citizenship Resources

Cyber Safety Guide for Parents

Ensuring the safety of our students in the digital world is a shared responsibility. As parents and guardians, you play a vital role in helping your child navigate the online landscape safely and

responsibly. This guide provides essential tips and strategies to promote cyber safety for your child:

1. Open Communication:

- Establish an open and ongoing dialogue with your child about their online activities.
- Encourage them to share their experiences, concerns, and any online interactions that make them uncomfortable.

2. Set Ground Rules:

- Establish clear guidelines for screen time, device usage, and online activities.
- Define appropriate online behavior, including treating others with respect and refraining from sharing personal information.

3. Educate About Privacy:

- Teach your child to safeguard their personal information, including full name, address, school, phone number, and passwords.
- Remind them that not everyone online may be who they claim to be.

4. Monitor Online Activities:

- Regularly review your child's online profiles, social media accounts, and friend lists.
- Keep an eye on the websites, applications, and games they use.

5. Use Parental Controls:

- Utilize device and app-specific parental controls to manage and limit your child's online experiences.
- Consider software that filters content, sets time limits, and monitors online activities.

6. Teach Critical Thinking:

- Help your child develop critical thinking skills to evaluate information and identify potential online threats.
- Discuss the importance of verifying information before sharing or believing it.

7. Encourage Reporting:

- Let your child know they can come to you with any concerns about online interactions or content.
- Teach them how to report inappropriate behavior or content on websites and applications.

8. Be a Role Model:

- Demonstrate responsible online behavior in your own interactions and discussions.
- Model appropriate screen time management and digital etiquette.

9. Online Friendships:

- Advise your child to only accept friend requests or connections from people they know in real life.
- Discuss the potential risks of communicating with strangers online.

10. Cyberbullying Awareness:

- Teach your child about cyberbullying and what to do if they encounter it.
- Encourage them to report any instances of cyberbullying to you or a trusted adult.

By actively engaging in your child's online experiences and equipping them with the tools to navigate safely, you empower them to make responsible decisions in the digital world. Remember that fostering open communication and trust is key to creating a positive and secure online environment for your child.

There are several websites that provide valuable resources and information to support parents in promoting cyber safety for their children. Here are a few trusted websites that offer tips, guides, and tools for parents:

1. **Common Sense Media:** Common Sense Media offers a variety of resources to help parents navigate the digital world with their kids. They provide reviews of applications, games, and movies, as well as articles on topics related to online safety and digital citizenship. Website: [Common Sense Media](#)
2. **ConnectSafely:** ConnectSafely is a non-profit organization dedicated to promoting online safety. They offer resources for parents, educators, and teens, covering topics like social media, cyberbullying, and privacy. Website: [ConnectSafely](#)
3. **National Online Safety:** This organization provides a range of online safety resources and courses for parents and educators. They cover topics such as social media platforms, online gaming, and cyberbullying. Website: [National Online Safety](#)
4. **Family Online Safety Institute (FOSI):** FOSI offers guides and resources to help families navigate the digital world safely. They cover topics like screen time management, online privacy, and digital well-being. Website: [Family Online Safety Institute](#)
5. **StaySafeOnline:** Managed by the National Cyber Security Alliance, StaySafeOnline provides resources for families, educators, and businesses to enhance online safety. They offer tips, videos, and guides for parents. Website: [StaySafeOnline](#)

6. **NetSmartz Workshop:** Created by the National Center for Missing & Exploited Children, NetSmartz Workshop offers resources and interactive activities to educate kids and parents about internet safety. Website: [NetSmartz Workshop](#)
7. **Google Family Safety Center:** Google's Family Safety Center provides tools and tips to help families stay safe online. They offer resources on online privacy, managing screen time, and safe online communication. Website: [Google Family Safety Center](#)
8. **SANS Institute** – The Sans Institute promotes several ways to stay safe online. They work to help spread security awareness programs that can be used in your home. Website: [SANS Institute – Secure the Family](#)

These websites offer a wealth of information, guides, and tools that can help parents navigate the digital world with their children and promote a safe and responsible online experience. Always ensure to explore and evaluate the content on these websites to find the information that suits your specific needs.

Annexes

Annex A: 1:1 District-Issued Device Policies, Guidelines, & Agreement Forms

Permission Form for Access to Technology - Rockford School District 883

Signing this form gives permission for my enrolled child or children to access and use electronic technology provided by the Rockford School District for educational purposes. I understand and agree to the following terms and conditions:

1. **Educational Use:** I acknowledge that access to technology in the Rockford School District is intended for educational purposes and opportunities. I understand that all use of Rockford School District's electronic technology must align with educational programming and curriculum.
2. **Compliance with Guidelines:** My child agrees to comply with all district guidelines, policies, and agreements regarding the use of electronic devices provided by the Rockford School District.
3. **Ownership and Review:** I acknowledge that the school-issued device is the property of the Rockford School District. I understand that the district reserves the right to review or seize the device at any time.
4. **Privacy Expectations:** I understand that my child should have a limited to minimal expectation of privacy for materials or activity on the school-issued device. I am aware that the district may access and monitor device usage as needed to follow the Federal and State rules and regulations.
5. **Guideline Compliance:** I acknowledge that failure to comply with the Rockford School District - 1:1 District Issued Device Handbook, as well as all district policies including District Policy 524 Internet Acceptable Use and Safety Policy, District Policy 514 Bullying Prohibition, and District Policy 506 Student Discipline, may result in consequences including the loss of privilege to take the device home, use the school-issued device, or other appropriate disciplinary actions.

By signing this permission form, I affirm that I have read and understood the terms and conditions outlined above. I agree to ensure my child's compliance with these guidelines and to support their responsible and educational use of electronic technology provided by the Rockford School District.

Parent/Guardian Name: _____

Parent/Guardian Name: (Signature) _____ Date: _____

Student Name: _____ School: _____

Grade: _____ Date: _____

Student Signature: _____

I have read all the policies and guidelines in the Rockford School District - **1:1 District Issued Device Handbook**. I understand my responsibilities as a parent/guardian. I authorize Rockford School District - 883 to allow my student access to educational applications which may require a minimum age of 13 years or older.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Annex B: Rockford Area Schools Digital Learner Pledge Form

Digital Learner Pledge Form

I understand the importance of responsible and respectful use of technology as a digital learner. I commit to uphold the following principles to ensure a positive and productive digital learning experience:

1. Respectful Communication:

- I will communicate online with kindness, respect, and empathy, just as I would in person.
- I will avoid using language or behavior that may hurt, insult, or offend others.

2. Privacy and Personal Information:

- I will not share personal information, such as my full name, address, phone number, or passwords, online without permission.
- I understand that what I post online can be seen by others, and I will be cautious about sharing private details.

3. Cyberbullying Prevention:

- I will not engage in cyberbullying or any form of online harassment.
- I will report any instances of cyberbullying or inappropriate behavior I come across.

4. Intellectual Property and Citations:

- I will respect copyright laws and give proper credit when using others' work, images, or content.
- I will create and share original content, giving credit when I use someone else's work.

5. Digital Safety and Security:

- I will keep my passwords secure and not share them with anyone.
- I will be cautious about clicking on links or downloading files from unknown sources.

6. Device and Screen Time Balance:

- I will use technology for educational purposes and manage my screen time to maintain a healthy balance between online and offline activities.

- I will take good care of my device and accounts.
- I will not leave my device unattended.
- I will charge the devices battery so it is ready for class.
- I will be responsible for all damages or loss caused intentionally or by misuse or abuse.
- I agree to return the device, the charger and other accessories in good condition.
- I will not deface the device or place inappropriate decorations on the device.
- I will not deface or remove the serial number or inventory stickers on the device or accessories.

7. Responsible Research and Information Evaluation:

- I will critically evaluate online information to ensure its accuracy and reliability before using it for my assignments.

8. Online Etiquette:

- I will follow the guidelines set by my school and educators for online participation, discussions, and assignments.
- I will adhere to appropriate netiquette and refrain from disruptive or inappropriate behavior online.

By signing this pledge, I commit to being a responsible digital learner and contributing to a positive online environment for myself and others. I understand that my actions in the digital world reflect on me and the values of our learning community.

Student Name: _____

Student Signature: _____

Date: _____

School: _____

Grade: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Please keep this pledge form as a reminder of your commitment to responsible digital learning.

NOTES:

Reviewed by: Jeff Kienitz, Director of Technology

Written: August 2023

Revised/Reviewed: September 2024

Outside Sources accredited with the formation of this handbook:

Hegna, Jen (Byron Public Schools) 1:1 District Issued Handbook, August 2023, Google Drive Shares

Samek, Joseph (Elk River Public Schools) 1:1 Chromebook Flyer and 1:1 Key Resources for planning 1:1 Rollout, August 2023, Google Drive shares

ChatGPT by OpenAI (chat.openai.com) used for clarification with grammar and structure, last updated September 2021.

Title IX:

Rockford Area Schools does not discriminate on the basis of sex and prohibits sex discrimination in any educational program or activity that it operates, as required by Title IX, including employment.

All Title IX reports and concerns should be directed to the Superintendent of Schools

More information can be found

at <https://www.rockford883.org/district/departments/human-resources/title-ix>



Billing & Device Protection Protocol, version 1.0.0

Status: Working Draft Approved Adopted

Document Owner: Technology Services Department

Last Review Date: March 2025

Billing & Device Protection Protocol

Purpose

The purpose of the ISD 883 **Billing & Device Protection Protocol** is to establish a structured process for managing fees, invoicing, and claims handling for district-issued devices. This protocol ensures transparency, consistency, and equitable financial responsibility among families utilizing district-issued devices.

Audience

The ISD 883 Billing and Device Protection Plan Protocol applies to all students, parents/guardians, and staff involved in the use and management of district-issued technology.

Contents

- [Device Protection Plan Overview](#)
- [Enrollment Process](#)
- [Claims and Incident Reporting](#)
- [Billing and Fee Collection Procedures](#)
- [Withdrawn and Stolen Device Procedures](#)
- [Communication and Compliance](#)

Protocol

Device Protection Plan Overview

- **Annual Fee:** \$40 per device per student, capped at \$80 per family.
- **Discount:** 50% reduction for students enrolled in the Educational Benefits Program.
- **Coverage Includes:**
 - o Accidental damage (e.g., cracked screens, keyboard malfunctions).
 - o Theft or loss (with a police report required).
- **Exclusions:** Intentional damage, negligence, lost chargers, or accessories.
- **Claims Limit:** One covered incident per year; subsequent incidents may result in partial repair costs.

Enrollment Process

- Families may enroll at device distribution or within the first 30 school days.
- Late enrollment requires administrative approval.
- Parents/guardians must sign the **Device Protection Plan Agreement Form**.
- Payments can be made online, by check, or in cash.

Claims and Incident Reporting

- Students should report damage or loss within **two school days**.
- A **Damage/Loss Form** must be submitted.
- If theft occurs, a police report is required for coverage.
- The Technology Department assesses and processes claims based on eligibility.
- If a claim is not covered, the family will receive an invoice for full or partial repair costs.

Billing and Fee Collection Procedures

- **Initial Invoice:** Sent via email with payment instructions two weeks before the due date.
- **Overdue Notices:**
 - First overdue notice: 30 days past due.
 - Second overdue notice: 60 days past due.
 - Final demand notice: 90 days past due.
- **Unpaid Accounts:** Accounts past due beyond 90 days may be referred to a collection agency.
- **Device Holds:** Students with unpaid invoices may be restricted from receiving a replacement device.

Withdrawn and Stolen Device Procedures

- **Withdrawn Students:** Must return devices and accessories before leaving the district.
 - If a device is not returned, an invoice will be sent within **10 days** of unenrollment.
- **Stolen Devices:** Require immediate reporting to the school, police, and Technology Department.
 - The device is placed in **Lost Mode** for **10 school days** before an invoice is issued.

Communication and Compliance

- Families will receive annual notifications about the **Device Protection Plan** and billing process.
- The district will share reminders via email and Infinite Campus messaging.
- All procedures comply with **Minnesota Statutes 123B.36 and 123B.37**, ensuring the plan remains voluntary and accessible to all families.

Definitions

See Appendix A: Definitions

References

- **Minnesota Statutes 123B.36** – Governs authorized fees for optional services.

- **Minnesota Statutes 123B.37** – Ensures participation remains voluntary for essential instructional materials.
- **Rockford Area Schools 1 to 1 District Issued Device Handbook** – Defines responsible use of district technology resources and establishes guidelines for student and staff access to school-issued devices

Waivers

Waivers from certain policy provisions may be sought following the ISD 883 Waiver Process as defined in the Rockford Area Schools 1:1 District Issued Device Handbook.

Enforcement

Responsible stakeholders found to have violated this protocol may be subject to financial obligations, collection actions, or restrictions on future device issuance.

Version History

Version	Modified Date	Approved Date	Author	Reason/Comments
1.0.0	March 2025		JKIENITZ	Document Origination for ISD 883



Rockford Area Schools

*presented by,
Jeff Kienitz, Director of Technology*

12 March 2025

#ROCKETS883

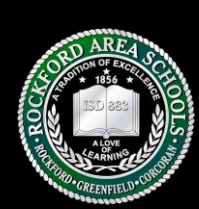




Agenda: Technology Goals and Objectives

Welcome - Introduction and Framework of Discussion

- Presentation of 1:1 handbook
- Safety and Security
- Classroom Learning
- Essential Support Services
- Inter-Agency Highlights
- Review and Comment



1:1 Handbook

1:1 Handbook review

- Revised handbook for 2025-2026 (feedback)
 1. Added Device Protection Plan
 2. Draft – no revisions received to date. Plan to review forms for 25-26 and policy links and post for board action with the other handbooks.
 3. Limits placed on the availability of hotspots.
 4. Billing of families underway.

- Device Protection Plan discussion
 1. Device Protection Protocol
 2. Costs reviewed for parts



Security and Safety

Security and Safety

- FCC analog conversion/Fire panel – transportation (2 analog to three digital lines)
- Sandy Hook Promise – onboarded and receiving tips.
- Safety Committee – meeting quarterly.
- Classroom emergency communications – RHS/RMS.
- I Love You Guys integration with Alice Protocols – Wright Co. Sheriff
- Relocation and Reunification – coordinated and met with site manager.
- Security training scheduled for next Tuesday. (technology/maintenance)



Classroom Learning

Classroom Learning

- Students
 - Onboarding: student work flow processes – applications, device management, Infinite Campus, Google, testing
 - Infinite Campus: Custom forms for 504 placement
 - Standards revisions within Infinite Campus
 - Perkins Grant received.



Essential Support Services

Essential Support Services

1. Archiving services rollout -

- Equipment

- Staffing

- Retention schedules and protocols being reviewed/developed.

- Funding doesn't allow contracting.

2. Point of Sale (POS) (4 units) – replaced via MDE grant

3. Office of Civil Rights – April due

4. Capital Projects – Firewall replacement (reduction - matching grants unmet)

5. Cyber Security – Insurance requirements received yesterday, Audit scheduled for April.

6. Technology Budget update – reduction impact discussion

- Moved to a reactive stance & shifted to intellectual property development.

- Reduction in capital funding means our funding has been greatly reduced.

- Replacement schedules and new projects have been halted.

- Working on resource scarcity planning, e.g. elementary devices reallocation.

- Request movement on a technology referendum.



Funding Comparisons

Rockford doesn't have a Technology or other Capital Projects Levy.

Rockford Area Schools (ISD 883) in Minnesota is bordered by several neighboring school districts. These figures do not include the standard revenues or established bonds:

Buffalo-Hanover-Montrose Schools (ISD 877) – \$1,474 Overall/\$0 Capital Projects (CP)

Delano Public Schools (ISD 879) – South of Rockford, covering Delano and surrounding areas.

Orono Public Schools (ISD 278) – \$3,375.11 Overall/\$468.05 Capital Projects (CP)

Wayzata Public Schools (ISD 284) – \$3,751.67 Overall/\$804.99 Capital Projects (CP)

Westonka Public Schools (ISD 277) – \$3,721.86 Overall/\$907.97 Capital Projects (CP)

St. Michael-Albertville Schools (ISD 885) – \$724 Overall/\$0 Capital Projects (CP)

Monticello Public Schools (ISD 882) – Northwest of Rockford, covering Monticello and surrounding areas.

Osseo School District (ISD 279) – \$3485.42 Overall/\$580.81 Capital Projects (CP)

These districts above share boundaries with Rockford and may have overlapping community, athletic, or academic collaborations.

State Average: 2,323.56 Overall/\$520.05 CP - **Metro Average:** ²¹⁰\$1547.34/\$532.76 CP

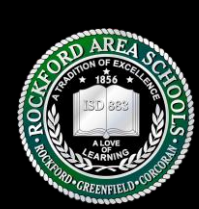
Rockford: \$1,633.62 overall - Source: Association of Metro School Districts FY24-25



Inter-Agency Supports

Inter-Agency support highlights

- Educational Resources – Google Admin
- ECMECC –Security Conference, TARP, Cyber supports
- Wright County Emergency Services
- CISA – MDBR, Courses, Alerts, DNS, protective services.
- BCA – MN Fusion Center



Review and Comment

QUESTIONS or COMMENTS?



Thank You.



ROCKFORD AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT 883
BOARD OF EDUCATION

Subject: Acknowledgement of Contributions Resolution

Meeting Date: March 12, 2025

Prepared by: Business Office

Date Prepared: March 4, 2025

<input type="checkbox"/> Information	<input type="checkbox"/> Briefing	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Enclosure Item(s)
--------------------------------------	-----------------------------------	--	--

RESOLUTION

Whereas Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, be it resolved by the School Board of Rockford Area Schools, Independent School District 883 that the School Board accepts, with appreciation, the contributions detailed below.

<i>Donor</i>	<i>Amount</i>	<i>Fund</i>
Jeanne Popp	pens, paper, cleaning wipes, first aid supplies, Book "The Right Thing To Do: The Joe Mauer Story" by Joe Schmidt	General Fund Donation
Delano American Legion	\$500 donation for Bass Clarinet	Band Activity Fund
VFW Post 494	\$1000 donation for Bass Clarinet	Band Activity Fund
Arvold family	REAMS Donation: 4 new student guiro instruments for REAMS music classes	General Fund Donation
Nick Klonne	REAMS & RHS Art Donation: Etch A Sketch	General Fund Donation
Carol Beasecker	RAS Donation: 7 large storage bins	General Fund Donation

Liam Anderson & family	RMS Donation: Kleenex, black felt tip pens, #2 pencils; Books: Wings of Fire, The Lost Heir (Graphic Novel) and The Eye of the Minds, The Mortality Doctrine-Book 1	General Fund Donation
Noah Anderson & family	REAMS & RHS Art Donation: 1 Classpack of Sketchbooks	General Fund Donation
Noah Anderson & family	REAMS Donation: 5 Treehouse-series chapter books	General Fund Donation
Matija Vesovic & family	RMS Donation: Kleenex, #2 pencils, glue sticks	General Fund Donation
Anonymous Donation	RMS Donation: Handheld pencil sharpener, dice set, mechanical pencils, Kleenex, Pencil cap erasers, #2 pencils	General Fund Donation
Kyleigh Jones & Family	REAMS Donations: POP game and watercolor markers	General Fund Donation
Grayson Hunter & Family	RMS Donation: 60 pack glue sticks, more glue sticks & a pencil dispenser	General Fund Donation
Kellan Hunter & Family	REAMS Donation: Trouble board game, Left Center Right game; Chapter books	General Fund Donation
Anonymous Donation	Preschool Donation: Stacking Stones Lorandi Set	General Fund Donation
Ava Arvold & Family	REAMS Donation: Classroom Games & Carpet Dot Spots	General Fund Donation
Ava & Wyatt Arvold & Family	REAMS & RHS Art Donation: 4 pack of oil pastels	General Fund Donation

Ava & Wyatt Arvold & Family	REAMS Donation: Reading temporary tattoos		General Fund Donation
Wyatt Arvold & Family	REAMS Donation: Cheerios & chair bands		General Fund Donation
Elim Stall & Family	Preschool Donation: Magnetic Transform Engineering Car Assembled Toys		General Fund Donation
Colby Wittnebel & Family	REAMS Donation: Page Protector Sheets		General Fund Donation
Grant Wittnebel & Family	REAMS Donation: Connect 4 Game		General Fund Donation
Wotrang Family	REAMS Donation: Book: The One and Only Bob		General Fund Donation
Lundell Family	REAMS Donation: Books: The Three Little Superpigs & Pig the Elf		General Fund Donation
Buchin Family	REAMS Donation: Book: Grumpy Monkey Freshly Squeezed		General Fund Donation
Hutton Family	REAMS Donation: Book: Otto the Ornament		General Fund Donation
Webb Family	REAMS Donation: Book: Twas the Night Before Thanksgiving		General Fund Donation