

Regular Meeting
Monday, February 6, 2023 6:30 PM

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

Agenda

1. PROCEDURAL ITEMS
 - 1.A. Call to Order
 - 1.B. Pledge of Allegiance
 - 1.C. Agenda
 - 1.D. Recognition of Visitors and Public Forum
2. REPORTS
 - 2.A. Student Report
 - 2.B. Superintendent's Report
 - 2.C. Committee Reports
 - 2.D. Board & Administrator
3. CONSENT AGENDA
 - 3.A. Minutes
 - 3.B. Financial Report
 - 3.C. Disbursements
 - 3.D. Personnel
 - 3.E. AIPAC Annual Compliance
 - 3.F. Resolution Directing the Administration to Make Recommendations for Reductions
in Programs and Positions and Reasons Therefore
4. GIFTS
5. REVIEW POLICIES
6. DISCUSSION: POLICY 722
7. ADJOURN



ISD #726
Becker Public Schools

CS
Weekly Update

Feb 3, 2023

Middle School

Week Ending Feb 3rd, 2023

- Footing Work

Pump Truck for Footing Pour



Foundation Wall Prep



Footings and Foundation



Week Ending Feb 10th, 2023

- Footing Walls poured
- Delivery of Small Group Area Materials-Door Frames, etc



ISD #726
Becker Public Schools

CS
Weekly Update

Feb. 3, 2023

Transportation Building

Week Ending Feb 3rd, 2023

- Interior Metal Panels
- Wash Bay wall construction starts
- Interior Framing Layout

Wash Bay Progress



Interior Metal Panels



Mason's Plant



Week Ending Feb 10, 2023

- Interior sheeting continues
- Interior Framing work
- Wash Bay CMU walls continue

COMMITTEE MEETINGS 2023

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 Organizational Board Meeting 6:30pm
23 ECFE 6:00 pm
23 Activities 7:00 am

July

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23	24	25	26	27	28	29
30	31					

10 Board Meeting 6:30

February

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26	27	28				

1 Finance 7:00 am
1 Facilities 4:30 pm
6 Board Meeting 6:30 pm
23 Community Ed 3:30 pm
27 Activities 7:00 am

August

S	M	T	W	T	F	S
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27	28	29	30	31		

2 Finance 7:00 am
2 Facilities 4:30 pm
7 Board Meeting 6:30 pm
21 Community Education 3:30 pm
30 Finance 7:00 am
30 Facilities 4:30 pm

March

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26	27	28	29	30	31	

1 Finance 7:00 am
1 Facilities 4:30 pm
6 Board Meeting 6:30 pm
14 TRAK 5:30 pm
20 Community Ed 3:30 pm
20 ECFE 6:00 pm
27 Activities 7:00 am
29 Finance 7:00 am
29 Facilities 4:30 pm

September

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24	25	26	27	28	29	30

4 Curriculum 5:30 pm
4 Board Meeting 6:30 pm
18 ECFE 6:00 pm
27 Finance 7:00 am
27 Facilities 4:30 pm

April

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30						

3 Board Meeting 6:30 pm
24 Activities 7:00 am
26 Finance 7:00 am
26 Facilities 4:30 pm

October

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29	30	31				

2 Board Meeting 6:30 pm
23 Community Education 3:30 pm

May

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1 Curriculum 5:30 pm
1 Board Meeting 6:30 pm
9 TRAK 5:30 pm
15 Activities 7:00 am
22 Community Ed 3:30 pm
31 Finance 7:00 am
31 Facilities 4:30 pm

November

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26	27	28	29	30		

1 Finance 7:00 am
1 Facilities 4:30 pm
6 Board Meeting 6:30 pm
13 ECFE 6:00 pm
29 Finance 7:00 am
29 Facilities 4:30 pm

June

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5 Curriculum 5:30 pm
5 Board Meeting 6:30 pm
28 Finance 7:00 am
28 Facilities 4:30 pm

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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24	25	26	27	28	29	30
31						

4 Curriculum 5:30 pm
4 Board Meeting 6:30 pm
18 Community Education 3:30 pm

Activities: HS Conference Room (contact Dave Niemi @ dniemi@isd726.org)
Community Education: District Office Great Room (contact Michelle Peacock at mpeacock@isd726.org)
Curriculum Advisory: TLC (contact Carla Nolan at cnolan@isd726.org)
ECFE: PS Room 107n /Parent Ed Room (contact Sue Hiltner at shiltner@isd726.org)
Facilities: District Office Conference Room (contact Jeremy Schmidt @ jschmidt@isd726.org)
Finance: District Office Conference Room (contact Kevin Januszewski at kjanuszewski@isd726.org)
TRAK: TLC (contact Brian Baloun @ bbaloun@isd726.org)
Wellness: Virtual (contact Felicia Kittok at fkittok@isd726.org)

Acting Vice Chair Robinson called the organizational meeting of the School Board of District #726 to order on the 9th day of January, 2023 at 6:30 p.m. in the Teaching & Learning Center.

Roll Call.

Members present: Troy Berning, Ryan Hubbard, Aaron Jurek, Connie Robinson, Corey Stanger, Pete Weismann

Members absent: None

Others present: Jeremy Schmidt, Superintendent & Kevin Januszewski, Director of Business Services

Newly elected school board members Troy Berning, Ryan Hubbard, Aaron Jurek, Corey Stanger, Pete Weismann took the *Oath of Office*.

ELECTION OF OFFICERS

Troy Berning nominated *Aaron Jurek as Chair*. There were no other nominations. Nomination was affirmed unanimously.

Chair Jurek took over presiding the meeting.

Pete Weismann nominated *Connie Robinson as Vice Chair*. There were no other nominations. Nomination was affirmed unanimously.

Troy Berning nominated *Pete Weismann as Clerk*. There were no other nominations. Nomination was affirmed unanimously.

Corey Stanger nominated *Ryan Hubbard as Treasurer*. There were no other nominations. Nomination was affirmed unanimously.

CITIZEN COMMENTS: None

PRESENTATION: MEETING SOCIAL AND EMOTIONAL NEEDS, *presented by Nat Boyer, Intermediate School Principal*

REPORTS: Student Board Representatives, Superintendent Schmidt, Policy & SNWSEC Committee Meeting Updates

APPOINTMENT OF COMMITTEES AND REPRESENTATIVES, *on file at District Office*

Motion by Connie Robinson, seconded by Corey Stanger, to **Approve the Consent Agenda** as amended:

- Move July 3 school board meeting to July 10.

Motion carried unanimously.

CONSENT AGENDA

MINUTES FROM THE DECEMBER 5, 2022 REGULAR SCHOOL BOARD MEETING

FINANCIAL REPORT

EXPENDITURES

Fund	2022-23	December 2022	2022-23	Remaining	%
	Budget		Year-to-Date	Budget	Spent
General	37,190,159	3,473,173	14,935,975	22,254,184	40.16%
Food Service	1,766,912	205,003	735,446	1,031,466	41.62%
Community Service	1,643,530	151,101	738,996	904,534	44.96%
Debt Service	3,820,440	-	381,095	3,439,345	9.98%
	\$ 44,421,041	\$ 3,829,277	\$ 16,791,512	\$ 27,629,529	37.80%

DISBURSEMENTS – in the amount of \$3,706,418.68

PERSONNEL

Name	Status	Job Title	Location	Hrs Per Day/FTE	Group	Replacing	Effective	Wage
Arrigoni, Ruth	Resignation	Food Service Worker	PS	2.75 Hours Per Day	MultiUnit	n/a	10/6/22	n/a
Blomquist, Carolyn	Resignation	Bus Driver	Bus Garage	3.5 Hours Per Day	Transportation	n/a	01/18/23	n/a
Czarnetcki, Kay	New	Food Service Worker	IS	2.5 Hours Per day	NonUnion	S. Blad	12/06/22	\$15.00 Per Hour
Enerson, Mitchell	New	Weight Room Supervisor	HS	Seasonal (1.5 Hours Per Day)	BEA - Schedule C	n/a	12/5/22	\$1,250 Per Season
Handel, Toni	New Assignment	Special Education Paraprofessional	PS	6.75 Hours Per Day	MultiUnit	A. Lawrence	12/20/22	\$20.30 Per Hour
Handel, Toni	Reduction in Hours	Camp Opportunity Lead	Camp Opportunity	3 Hours Per Week (was 40)	Community Ed	n/a	12/19/22	n/a
Hodges, Stacy	Additional Position	Lead Staff	Camp Opportunity	3 Hours Per Day, M/W	Community Ed	n/a	1/9/23	\$16.03 Per Hour
Imholte, Kristin	Resignation	Paraprofessional	EC	M/W/F: 6.5 Hours Per Day, T/TH: 6.75 Hours Per Day	MultiUnit	n/a	11/21/22	n/a

Kaiawe, Bonnie	Revised Resignation Date	Custodian	MS	8 Hours Per Day	MultiUnit	n/a	12/8/22	n/a
Klimmek, Russ	New	Boys Basketball Coach	MS	Seasonal	BEA - Schedule C	C. Nuest	1/3/23	\$2,285 Per Season
Knutson, Chantel	Change in Assignment	Night Lead Custodian	PS	8 Hours Per Day	MultiUnit	G. Lindbom	12/28/22	\$18.74 Per Hour
Knutson, Chantel	Resignation	Night Custodian	PS	8 Hours Per Day	MultiUnit	n/a	12/27/22	\$18.24 Per Hour
Lindbom, Greg	New	Night Lead Custodian	PS	8 Hours Per Day	MultiUnit	Jackie Kolbinger	12/19/22	\$20.96 Per Hour
Lindbom, Greg	Resignation	Night Lead Custodian	PS	8 Hours Per Day	MultiUnit	Jackie Kolbinger	12/20/22	n/a
Lindbom, Greg	Change in Assignment	Night Custodian	MS	8 Hours Per Day	MultiUnit	B. Kaiawe	12/21/22	\$20.46 Per Hour
Martin, Kristin	Resignation	Food Service Worker	IS	3 Hours Per Day	MultiUnit	n/a	10/3/2022	
Olson, Dan	ExtraCurricular Position	Golf Coach	MS	Seasonal	BEA - Schedule C	Lance Fox	04/03/23	\$2,516 Per Season
Ostrander, Allie	ExtraCurricular Position	JV Golf Coach	HS	Seasonal	BEA - Schedule C	Dan Olson	03/20/23	\$2,645 Per Season
Peterson, Heather	New	Special Education Paraprofessional	IS	6.75 Hours Per Day	MultiUnit	n/a	12/9/22	\$17.34 Per Hour
Pishney, Jessica	Resignation	Special Education Paraprofessional	MS	4 Hours Per Day	MultiUnit	n/a	12/9/22	n/a
Schuster, Todd	ExtraCurricular Position	Boys Basketball Coach	MS	Seasonal	BEA - Schedule C	S. Rose	01/03/2023	\$2,285 Per Season
Seiler, Daniel	New	AM/PM Bus Driver	Bus Garage	3.5 Hours Per Day	Transportation	Rhonda Metzger	12/12/2022	\$38.81 Per Route
Wilke, Doug	New	AM/PM Van Driver	Bus Garage	3 Hours Per Day	Transportation	K. Wipper	12/5/22	\$15.74 Per Hour

ANNUAL AGENDA, as presented

DESIGNATE 2023 OFFICIAL DEPOSITORIES - Sherburne State Bank, Minnesota School District Liquid Assets Fund, and PMA/MN Trust

DESIGNATE 2023 AUDITOR – Bergan KDV, Ltd.

DESIGNATE 2023 LEGAL COUNSEL – Kennedy & Graven

DESIGNATE OFFICIAL NEWSPAPER – Patriot News

DESIGNATE OFFICIAL 2023 SCHOOL BOARD MEETING DATES: First Monday of each month, with the following exceptions: July 10 and September 11

AUTHORIZE SUPERINTENDENT AND BUSINESS MANAGER TO CONDUCT ELECTRONIC FUND TRANSFERS

AUTHORIZE DIRECTOR OF TRANSPORTATION TO SCHEDULE ROUTES, ESTABLISH BUS STOPS AND DISCRETION IN CONTROL AND DISCIPLINE OF SCHOOL CHILDREN WITH SCHOOL DISTRICT ADMINISTRATION PER MN STATE STATUTE 123B.88

INDOOR AIR QUALITY PLAN, as presented

RESOLUTION ESTABLISHING COMBINED POLLING PLACES, as presented

AUTHORIZE SUPERINTENDENT AND BUSINESS MANAGER TO ENTER INTO / SIGN CONTRACTS

Motion by Troy Berning, seconded by Connie Robinson, to *Accept the Following Gifts*:

Becker Drama Boosters	\$3,147.60	Fall Musical
Becker Football Boosters	\$2,500	Software Program to Film Games
Clear Lake Lions Club	\$700	IS Math Matters Competition
Liberty Diversified	\$500	Dance Team
Santiago Lions	\$500	Dance Team

Upon roll call vote, motion carried unanimously.

Motion by Troy Berning, seconded by Pete Weismann, to *Approve the 2023-2024 School Year Calendar*, as presented. Motion carried unanimously.

Motion by Troy Berning, seconded by Ryan Hubbard, to *Approve the Reviews* of the following policies:

- 102 Equal Educational Opportunity
- 202 School Board Officers
- 203 Operation of the School Board – Governing Board
- 203-1 School Board Procedures: Rules of Order
- 203-6 Consent Agendas

Motion carried unanimously.

Motion by Pete Weismann, seconded by Troy Berning, to *Approve the Following Policy Recommendations:*

- 201 Legal Status of the School Board
- 203-2 Order of the Regular School Board Meeting
- 223 Strategic Goals
- 534 School Meals

Motion carried unanimously.

The meeting was **adjourned** at 7:23 p.m.

Aaron Jurek, Chair

Pete Weismann, Clerk

Recorder: Angela Oswald

BECKER PUBLIC SCHOOLS
MONTHLY FINANCIAL REPORT
January 2023

EXPENDITURES

Fund	2022-23 Budget	January 2023	2022-23 Year-to-Date	Remaining Budget	% Spent
General	37,190,159	3,578,836	18,514,811	18,675,348	49.78%
Food Service	1,766,912	149,311	884,757	882,155	50.07%
Community Service	1,643,530	150,108	889,104	754,426	54.10%
Debt Service	3,820,440	3,429,839	3,810,934	9,506	99.75%
	\$ 44,421,041	\$ 7,308,094	\$ 24,099,606	\$ 20,321,435	54.25%

Name	Status	Job Title	Location	Hrs Per Day/FTE	Group	Replacing	Effective	Wage
Aeshliman, Melissa	New	Special Education Paraprofessional	PS	M/W/TH @ 3.5 Hours Per Day	MultiUnit?	n/a	1/12/23	\$17.34 Per Hour
Amberg, Renee	New	Camp Opportunity Lead	Camp Opportunity	M/F: 8 Hours Per Day, T/W/TH: 4	Community Education	n/a	1/16/23	\$16.03 Per Hour
Amberg, Renee	Adjustment in Hours	Camp Opportunity Lead	Camp Opportunity	40 Hours Per Week	Community Education	n/a	1/18/23	\$16.03 Per Hour
Amberg, Renee	Adjustment in Hours	Camp Opportunity Lead	Camp Opportunity	24 Hours Per Week	Community Education	n/a	2/6/23	\$16.03 Per Hour
Beck, Sam	Resignation	Special Education Paraprofessional	MS	7 Hours Per Day	MultiUnit	n/a	01/16/23	n/a
Dodds, Pat	Additional Assignment	Mid-Day Bus Driver	Bus Garage	1 Hour, 45 Minutes Per Day	Transportation	D. Watercott	12/12/22	Use Current Wage
Fischbach, Crystal	Resignation	Food Service Worker	MS	2.5 Hours Per Day	NonUnion	n/a	01/12/23	n/a
Holt, Karissa	Resignation	Softball Coach	MS	Seasonal	BEA - Schedule C	n/a	1/10/23	n/a
Hook, Lori	New Assignment	Mid-Day Bus Driver	Bus Garage	2 Hours Per Day	Transportation	C. Blomquist	2/2/23	Use Current Wage
Hook, Lori	Resignation	Special Education Paraprofessional	IS	3 Hours Per Day	MultiUnit	n/a	1/31/23	n/a
Jorgenson, Madison	Resignation	Camp Opportunity Lead	Camp Opportunity	5.5 Hours Per Day	Community Education	n/a	2/1/23	n/a
Lindbom, Greg	Resignation	Night Custodian	MS	8 Hours Per Day	MultiUnit	n/a	01/26/23	n/a
Miller, Gail	New	Food Service Worker	MS	2.5 Hours Per Day	NonUnion	D. Weir	2/1/23	\$15.00 Per Hour
Prather, Melissa	New	Special Education Paraprofessional	IS	6.75 Hours Per Day	MultiUnit	n/a	1/17/23	\$17.34 Per Hour
Springer, Courtney	New	Camp Opportunity Lead	Camp Opportunity	8 Hours Per Day	Community Education	n/a	1/30/23	\$17.67 Per Hour
Stang, Sydney	New	Food Service Worker	MS	2.5 Hours Per Day	NonUnion	C. Fischbach	1/23/23	\$15.00 Per Hour
Utecht, Emily	New	Softball Coach	MS	Seasonal	BEA - Schedule C	K. Holt	04/03/23	\$2,282 Per Season
VanVoorhis, Jodee	New	Special Education Paraprofessional	MS	7 Hours Per Day	MultiUnit	J. Pishney	1/17/23	\$20.30 Per Hour
Weir, Denise	Resignation	Food Service Worker	MS	2.5 Hours Per Day	NonUnion	n/a	1/6/2023	n/a

Annual Compliance Overview

[Minnesota Statutes, section 124D.78](#) requires Minnesota districts, charters, and tribal schools with 10 or more American Indian students to have an American Indian Parent Advisory Committee (AIPAC). Specifically, the statute cites that school boards and American Indian schools must provide for the maximum involvement of parents and children enrolled in education programs, programs for elementary and secondary grades, special education programs, and support services.

To be compliant with this statutory requirement, districts, charters, and tribal schools are required to submit annual compliance documents to the Office of American Indian Education (OAIE) by March 1 of each year. Also known as the vote of concurrence or nonconcurrence, annual compliance is a valuable opportunity for American Indian Parent Advisory Committee members to meet and discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students.

The Vote and Resolution

If the AIPAC finds that the district and/or school board have been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the district and/or school board have not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence. This vote is formally reflected on the annual compliance documents. Members of the AIPAC must present the vote and resolution to the school board.

If the vote is one of nonconcurrence, the AIPAC must provide written recommendations for improvement to the school board at the time of the presentation. The school board then has 60 days in which to respond in writing to the AIPAC recommendations. A copy of this written response must be provided to the OAIE.

Completing and Submitting the Documents

The following items are required when submitting annual compliance:

- ✓ The annual compliance/vote of concurrence or nonconcurrence document
- ✓ The AIPAC resolution document
- ✓ The AIPAC roster and district employee sign-in sheet (available to download on the OAIE webpage)

All items are fillable PDF forms. When completing, remember to:

- Include the district or school name and identifying number.
- Place a check mark next to the applicable vote.
- Include all dates as indicated.
- Add all signatures as required. **Digital signatures are accepted.*
- Use the drop-down menu in the roster to select the appropriate committee member options.

The District or School Does Not Have an AIPAC:

Districts or schools that do not have an AIPAC are still required to complete this paperwork.

- Place a check mark next to “Does Not Have an AIPAC”.
- Obtain the signature of the superintendent or charter/tribal school director and the school board chair. The resolution page is not required.

Submission Deadline:

Email all three required items **by March 1** to: mde.indian-education@state.mn.us

Annual Compliance/Vote of Concurrence or Nonconcurrence

District, Charter, or Tribal School Name:

The American Indian Parent Advisory Committee Vote

The AIPAC Issued a Vote of Concurrence

Date of Concurrent Vote:

Date the AIPAC presented to the school board:

The AIPAC Issued a Vote of Nonconcurrence

A vote of nonconcurrence requires the AIPAC to provide specific written recommendations for improvement to the school board. The school board is required to respond in writing to each recommendation within 60 days of the recommendations being put forth. The school board must provide this written response to both the AIPAC and to the Office of Indian Education.

Date of Nonconcurrent vote:

Date the AIPAC presented to the school board:

Date the written response from the school board is due:

The District/School Does Not Have an AIPAC

The district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, section 124D.78. By signing below, the district/school leadership commits to working with the Office of American Indian Education on committee formation.

Required signatures

**Digital signatures are accepted*

School Board Chairperson Date

Superintendent or Charter/Tribal School Director Date

AIPAC Chairperson Date

The American Indian Parent Advisory Committee Resolution

WHEREAS, the school board or district has an AIPAC composed of parents/guardians of American Indian children who are eligible for Indian education programs, American Indian language and culture teachers and paraprofessionals, American Indian teachers, American Indian counselors, American Indian adults enrolled in educational programming, and American Indian representatives from community;

WHEREAS, the school board or district affords the AIPAC the necessary information and the opportunity to effectively express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school(s) and program(s); and,

WHEREAS, the AIPAC is directly involved with and advises the school board and district staff on Indian Education program planning; and,

WHEREAS, the AIPAC develops and submits recommendations to the school board and district staff pertaining to the needs of American Indian students.

THEREFORE BE IT RESOLVED, that the AIPAC concurs that the school board and district are compliant with Minnesota Statutes, section 124D.78, and that the school board and district are meeting the needs of American Indian students.

We, the American Indian Parent Advisory Committee, issue a **Vote of Concurrence**. We attest that the school board and/or district are compliant with Minnesota Statutes and that the school board and/or district are meeting the needs of American Indian students; **or**,

We, the American Indian Parent Advisory Committee, issue a **Vote of Nonconcurrence**. We attest that the school board and/or district are not compliant with Minnesota Statutes and that the school board and/or district are not meeting the needs of American Indian students. We have provided written recommendations for improvements to the school board, and we acknowledge that the school board has 60 days from the receipt of these recommendations in which to respond, in writing, to each recommendation.

AIPAC Chairperson Printed Name and Signature

Date

The American Indian Parent Advisory Committee (AIPAC)

About Membership

Per [Minnesota Statutes, section 124D.78, subdivision 3](#), *The American Indian education parent advisory committee must be composed of parents of children eligible to be enrolled in American Indian education programs; secondary students eligible to be served; American Indian language and culture education teachers and paraprofessionals; American Indian teachers; counselors; adult American Indian people enrolled in educational programs; and representatives from community groups. A majority of each committee must be parents of children enrolled or eligible to be enrolled in the programs. The number of parents of American Indian and non-American Indian children shall reflect approximately the proportion of children of those groups enrolled in the programs.*

About the Roster and Sign-in Sheet

The AIPAC roster is for committee members only. This form is electronic and fillable. Please type the committee member's name, email, and phone in the first column. Subsequent columns contain a drop-down menu option. Select the best option for each particular committee member.

The sign-in sheet is for district employees is also fillable. District employees often participate in committee meetings and serve as a bridge between the committee and the district, helping to navigate district processes while furthering the goals and initiatives of the committee members. Employee participation levels vary depending on the district. If an employee identifies as American Indian, they are eligible to serve as a voting committee member and may be included on the roster, rather than the district sign-in sheet.

Submission

Fall: For districts participating in the American Indian Education Aid program: MDE.AIEA@state.mn.us

March 1: As part of the AIPAC and district Annual Compliance process: MDE.AnnualCompliance@state.mn.us

Committee Member Name, Email, and Phone	American Indian	Committee Member Role	Primary Area of Representation

District Employee Sign-in Sheet

Employee Name, Email, and Phone	Employee Title

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE.

WHEREAS, the financial condition of the school district dictates that the school board must consider reduce expenditures, and,

WHEREAS, a reduction in student enrollment is possible, and,

WHEREAS, this reduction in expenditures and possible decrease in student enrollment may include discontinuance of positions and discontinuance or curtailment of programs, and,

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 726, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, as a result of a potential reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

Becker Baseball Booster	\$ 2,200.00	Baseball Equipment (balls, hats & uniforms)
Becker Lions Club	\$ 100.00	Middle School- purchase winter clothing items for students in need
Becker Lions Club	\$ 600.00	Community Eduction-Military Band Meal
Centracare Health Foundation	\$ 750.00	Bounce Back- Wellness Committee Projects
Circuit Check Inc	\$ 500.00	Robotics
Clear Lake Lions	\$ 300.00	Community Eduction expenses for hosting "Cover Fire" From the 34th Infantry Division Band
Clearwater Lions Club	\$ 5,000.00	Robotics
Gene Haas Foundation	\$ 2,500.00	Robotics
Grand Irrigation Inc	\$ 5,000.00	Robotics
Hubbard Electric INc	\$ 2,000.00	Robotics
Manufacturing Partners Inc	\$ 250.00	Robotics
Mn United Soccer Club	\$ 100.00	Robotics
Monticello Social Unit	\$ 1,000.00	Robotics
TJ Potter Trucking	\$ 250.00	Robotics

Adopted: November 15, 2004

Revised: June 6, 2022

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 district's 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.
- 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 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 10 (~~Publishing Proceedings~~ Boards of Independent School Districts)
Minn. Stat. § 123B.14, Subd. 7 (~~Record of Meetings~~ Officers of Independent School Districts)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (~~Notice Regarding Published Summaries~~ Form of Public Notices)

Minn. Stat. § 331A.08, Subd. 3 (~~Publication of Proceedings~~ Computation of Time)

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

Adopted: August 2, 2010

Revised: _____

209 SCHOOL BOARD CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD, I WILL:

1. Attend school board meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER, I WILL:

1. Focus on education policy as much as possible.

2. Remember my responsibility is to set policy – not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.
5. Work through the superintendent – not over or around the superintendent.
6. Delegate the implementation of school board decisions to the superintendent.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:

1. Respect the rights of others to have and express opinions.
2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.
5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:

1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.
2. Attempt to obtain adequate financial support for the school district's programs.
3. Insist that business transactions of the school district be ethical and open.
4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:

1. Hold the superintendent responsible for the administration of the school district.
2. Give the superintendent authority commensurate with his or her responsibilities.
3. Assure that the school district will be administered by the best professional personnel available.
4. Consider the recommendation of the superintendent in hiring all employees.
5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.
6. Insist the superintendent keep the school board adequately informed at all times.
7. Offer the superintendent counsel and advice.
8. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.
9. Refer all complaints to the superintendent.
10. Present any personal criticisms of employees to the superintendent.
11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:

1. Comply with all federal, state, and local laws relating to my work as a school board member.
2. Comply with all school district policies as adopted by the school board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
4. Recognize that school district business may be legally transacted only in an open meeting of the school board.

5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
6. Take no private action that will compromise the school board or administration.
7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (~~School District Powers~~ General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (~~School Board Powers~~ Boards of Independent School Districts)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: ~~MSBA Service Manual, Chapter 1, School Board Member Code of Ethics~~
None

Adopted: June 4, 2012

Revised: April 4, 2022

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance about the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee, or student.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreements and school district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minnesota Statutes section 466.07, ~~subd.~~ subdivision 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that the school board member or employee was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minnesota Statutes Section 123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district must provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school

district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 and to the Family Educational Rights and Privacy Act, 20 United States Code § section 1232g, and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, the employee will inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official designated as the responsible authority for the collection, use, and dissemination of data.

D. Service of Subpoenas

School district officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. **CRIMINAL CHARGES OR CONDUCT**

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.
3. Pursuant to Minnesota Statutes section 123B.02, ~~Subd.~~ Subdivision 20, if reimbursement for a criminal defense is requested by a school district employee, the school board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district.

The decision whether to reimburse shall be made in the school board's discretion. A school board member who is a witness or an alleged victim in the case may not vote on the reimbursement. If a quorum of the school board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. To promote that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. The policy of the school district is to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless extenuating circumstances exist, the matter being investigated is school-related, or as otherwise provided by law.
2. If questioning at school is unavoidable, the school district will attempt to maintain confidentiality to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minnesota Statutes section 260E.22), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act) and 20 United States Code section. 1232g (FERPA).

V. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel; Reimbursement)
Minn. Stat. § 123B.25(b) (Legal Actions Against Districts and Teachers)
Minn. Stat. § 260E.22 (Interviews)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dyppress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308(1975)

Cross References: Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 406 (Public and Private Personnel Data)
Policy 408 (Subpoena of a School District Employee)
Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
Policy 506 (Student Discipline)
Policy 515 (Protection and Privacy of Pupil Records)

Adopted: August 5, 2013

Revised:

213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board action which shall designate the purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

- A. The school board hereby appoints the following standing committees:
 - 1. Certified Negotiations

2. Classified Negotiations
 3. Administrative Negotiations
 4. Individual Contract Negotiations
- B. The school board will establish for each standing or ad hoc committee the number of members, the term, and purpose of each such committee.
- C. The school board chair shall appoint the members of each standing or ad hoc committee. The school board chair may designate the chair thereof.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law.
- B. A committee or subcommittee shall act only within the guidelines and purpose established for that committee or subcommittee by the school board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.
- D. The committee or subcommittee will record the actions of the school board committee.
- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: Becker Policy 201 (Legal Status of the School Board)
Becker Policy 203 (Operation of the School Board – Governing Rules)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota’s Open Meeting Law)

Adopted: April 3, 2006

Revised: June 8, 2009

214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to control out-of-state travel by school board members as required by law.

II. GENERAL STATEMENT OF POLICY

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state and local laws, rules, regulations and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

VII. ANNUAL REVIEW

This policy must be annually reviewed by the school board.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)
Minn. Stat. § 471.661 (Out-of-State Travel)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)

Cross References: MSBA/MASA Model Policy 212 (School Board Member Development)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

Adopted: December 6, 2010

Revised: July 2, 2018

217 DELEGATION TO THE SUPERINTENDENT

I. PURPOSE

The School Board will direct the Superintendent through written policies that prescribe the strategic goals of the organization and identify situations or actions that are prohibited. The superintendent may not contradict an existing board policy but may use reasonable interpretation of these policies.

II. GENERAL STATEMENT OF POLICY

- A. The School Board will develop broad strategic goals that direct the superintendent to achieve defined results within the approved budget.
- B. The Board will develop policies which limit the latitude the superintendent may exercise to achieve the strategic goals. These policies will be developed in sequence from broad and general to more defined and specific.
- C. The superintendent may use reasonable interpretation of school board policies to make decisions, take actions, establish practices and develop activities to achieve the School Board's strategic goals. Those items that legally require School Board action will be placed on the consent agenda unless an extraordinary voting requirement exists in statute.
- D. The school board may change the latitude of choice given to the superintendent at any time through policy. The School Board will respect and support any reasonable interpretation of its policies by the superintendent.

Legal References: Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.02 (General Powers)

Cross References: Policy 201 (Legal Status of the School District)
Policy 214 (Board Job Description)
Policy 215 (Macro-Governance)

Adopted: December 6, 2010

Revised: _____

218 AGENDA PLANNING

I. PURPOSE

To accomplish its stated objectives, the Board will follow an annual agenda, which includes continuing review, monitoring, and refinement of Strategic Goals policies; input meetings with various community and school groups; monitoring policies; and activities to improve Board performance through education and enriched input and deliberation.

II. GENERAL STATEMENT OF POLICY

- A. The planning cycle will begin each year in January so that administrative decision-making and budgeting can be based on accomplishing a one-year segment of the Board's most recent statement of strategic goals.
- B. The cycle will start with the Board's development of its agenda for the next year and will include:
 - 1. Scheduled discussions and consultations with selected groups and individuals whose opinions will provide input for Board decisions;
 - 2. Governance education, including orientation of new Board members in the Board's governance process and periodic discussions by the Board about means to improve its own process;
 - 3. Education related to strategic goals policies (e.g. presentations by futurist, demographers, technology, advocacy groups, staff, etc.); and
 - 4. Scheduled review and discussion of the School District's progress towards achieving the strategic Goals polices and the strategies used to achieve them.
- C. The consent agenda shall include all items delegated to the superintendent but required by law or contract to be board approved. The board will attend to consent agenda items as expeditiously as possible. An item will be removed from the consent agenda for independent consideration upon request of an individual Board member.
- D. An annual cumulative evaluation of the Superintendent will be conducted and include a review of the school board's strategic goals.

Legal References: Minn. Stat. 123B.09

Cross References: Policy 201 (Legal Status of the School Board)
Policy 202 (School Board Officers)
Policy 203 (Operation of the School Board-Governing Rules)
Policy 205 (Open Meetings and Closed Meetings)

Adopted: May 2, 2005

219 SCHOOL BOARD STUDENT REPRESENTATIVE(S)

I. PURPOSE

The purpose of this policy is to provide for the structure and the role for a student to serve as a non-voting representative on the school board.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to designate student representative to serve as a representative on the school board.
- B. The student representative shall be a non-voting member of the school board.

IV. PROCEDURES FOR THE NON-VOTING STUDENT REPRESENTATIVE

- A. The student representative shall be elected by an election procedure established by the senior high student council with the election to take place in the spring of the year.
- B. The student representative shall be seated on the board at the first meeting in September.
- B. The term of the student representative shall be two years.
- D. The student representative shall be allowed to take part in discussions of all agenda items with the exception of closed meeting items.
- E. The student shall not be a participant in closed meetings of the board.
- F. The student may be removed from the board by a procedure established by the senior high student council.
- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: Policy 201 (Legal Status of the School Board)

Adopted: November 8, 2010

Revised: July 2, 2018

220 BOARD JOB DESCRIPTION

I. PURPOSE

The job of the Board is to represent the citizens and taxpayers and lead the School District. The School Board will determine and require appropriate and excellent organizational performance. To distinguish the Board's job description from the job descriptions of the Superintendent and staff, the following duties are established as the primary job description of the School Board.

II. GENERAL STATEMENT OF POLICY

- A. The school board will consider overall goals for the school district to determine: what good, for whom, at what cost?
- B. The school board will utilize appropriate strategies to ensure input from students, staff, parents, and community members for developing strategic goals.
- C. The School Board will fulfill those powers and duties that require Board action, as required by statute.
- D. The School Board will develop written governing policies to identify the strategic goals of the school district.
- E. The School Board will develop written governing policies to distinguish the role of the School Board from the role of the Superintendent.
- F. The School Board may develop written governing policies to ensure accountability for accomplishing strategic goals.
- G. The school board will ensure the job performance of the Superintendent through an annual evaluation that will include a review of progress toward the strategic goals established by the school board.
- H. The school board will regularly participate in governance education to improve its own process.
- I. The school board will ensure Board performance through monitoring of Policy 221 Macro Governance.
- J. The school board will ensure that strategic goals are the focus of organizational performance.

- K The school board will operate under and lead the school district through example by adhering to the following principles: honesty, trustworthiness, openness, integrity, competency, and commitment.

Legal References: Minn. Stat. 123B.09

Cross References: Minn. Stat. 123B.09

Policy 201 (Legal Status of the School Board)

Policy 203 Operation of the School Board - Governing Board

Policy 205 (Open Meetings and Closed Meetings)

Policy 218 (Agenda Planning)

Policy 222 (Board-Superintendent Relationship)

Policy 221 (Macro Governance)

Adopted: November 8, 2010

Revised: July 2, 2018

221 MACRO GOVERNANCE

I. PURPOSE

The purpose of the Becker School Board is to ensure that the Becker School District: (a) achieves appropriate results for the School District's students at an appropriate cost; and (b) avoids unacceptable actions and situations.

II. GENERAL STATEMENT OF POLICY

The Board will govern lawfully with an emphasis on organizational vision, encourage diversity in viewpoints, focus on strategic leadership, observe clear distinction between Board and Superintendent roles, make collective decisions, exhibit future orientation, and govern proactively.

III. GOVERNANCE PROCESS

- A. The Board will cultivate a sense of group responsibility. The Board will work in a partnership with the Superintendent, staff, students, parents, and the residents of the school district. The Board, not the superintendent or staff, will be responsible for excellence in governing.
- B. The Board will hold itself accountable for governing with excellence. This self-discipline will apply to policymaking principles, respect of roles, ensuring the continuity of governance capability, and make policy decisions only after discussion at public board meetings.
- C. The Board will direct, control, and inspire the organization through the careful establishment of written policies reflecting the Board's values and perspectives. The Board's major policy focus will be on the intended long-term benefits for students, not on the administrative or programmatic means of attaining those benefits.
- D. The board will monitor its process and performance on a regular basis. Self-monitoring will include comparison of Board activity and discipline to the process required by this policy.

Legal References: Minn. Stat. 123B.09

Cross References: Policy 201 (Legal Status of the School Board)
Policy 217 (Delegation to the Superintendent)
Policy 218 (Agenda Planning)
Policy 222 (Board-Superintendent Relationship)
Policy 302 (Superintendent)

Adopted: November 8, 2010

Revised: July 2, 2018

222 BOARD-SUPERINTENDENT RELATIONSHIP

I. PURPOSE

This policy distinguishes the role of the School Board from the role of the Superintendent. The role of the School Board is to represent the citizens and lead the school district by determining and requiring appropriate and excellent organizational performance. The Superintendent is the chief executive officer of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The Board's direction of the operational organization will be through the Superintendent who functions as the chief executive officer.
- B. Only decisions of the Board, acting after due notice at a public meeting, are binding on the Superintendent.

Accordingly

- i. Decisions or instructions of individual Board members, officers, or committees are not binding on the Superintendent except in rare instances where the Board has specifically delegated such exercise of authority.
- C. The Superintendent is the Board's only link to the operational organization. Authority over and accountability of staff is the responsibility of the Superintendent.

Accordingly

- i. The Board will not direct or instruct persons who report directly or indirectly to the Superintendent.
- ii. The Board will not evaluate any staff other than the Superintendent.

Legal References: Minn. Stat. 123B.09

Cross References: Policy 201 (Legal Status Of The School Board)
Policy 220 (Board Job Description)

Adopted: December 3, 2018

Revised:

224 SCHOOL BOARD REPRESENTATION ON INTERVIEW COMMITTEES

PURPOSE

The Becker School Board will lead the school district through policy governance and strategic planning. The superintendent is responsible for the management of the schools, personnel, the administration of all school district policies, and is directly accountable to the school board. Notwithstanding, this policy sets forth conditions upon which school board members may serve on interview committees, utilized in the hiring process, for certain positions.

GENERAL

While the superintendent is responsible for selecting and directing personnel, school board members may participate in the interview process for certain positions, which report directly to the superintendent. These positions are The Assistant Superintendent of Curriculum and Instruction, The Director of Business Services, The Director of Technology, The Director of Community Education, and Lead Building Principals.

PROCEDURE

- The superintendent will inform the school board of vacancies for the positions designated in Section II.
- The superintendent is responsible for the hiring protocol and procedures including the screening of applicants to be interviewed.
- The school board chairperson may appoint one, two, or three school board members to participate in the interview committee at a duly called public meeting.
- The superintendent shall select the candidate, among those interviewed, to be recommended to the school board for employment.