



**REGULAR MONTHLY MEETING OF THE RUSHFORD-PETERSON
SCHOOL BOARD
MONDAY, APRIL 19, 2021
5:30 PM**

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adoption of Agenda
5. Public Comments - Limited to 5 minutes per person
6. **CONSENT AGENDA**
 - A. March 15, 2021 Regular Monthly Meeting Minutes 2
 - B. Donations in the amount of \$7,167.60. 4
 - C. March hand payables, wires & payroll liabilities in the amount of \$316,411.48. 5
 - D. March payroll in the amount of \$315,710.33.
 - E. April board bills in the amount of \$158,153.87. 7
 - F. Fund Summary Reports 9
 - G. PERSONNEL:
 1. Resignation of Amanda Miller - Community Education Administrative Assistant as of April 23, 2021.
7. **OLD BUSINESS**
 - A. Second reading an adoption of the following policies:
 1. #201 - Legal Status of the School Board 15
 2. #203 - Operation of the School Board - Governing Rules 18
 3. #203.1 - School Board Procedures; Rules of Order 19
 4. #203.2 - Order of the Regular School Board Meeting 22
 5. #203.5 - School Board Meeting Agenda 24
 6. #203.6 - Consent Agendas 26
8. **NEW BUSINESS**
 - A. First Reading of the following policies:
 1. #204 - School Board Meeting Minutes 28
 2. #206 - Public Participation in School Board Meetings and Data Privacy Considerations 32
 3. #207 - Public Hearings 38
 4. #211 - Criminal or Civil Action Against School District. School Board Member, Employee or Student 40
 5. #213 - School Board Committees 44
 - B. Leave of Absence for Kim King - El Teacher / Coordinator for the 2021-2022 school year.
 - C. Approve the R-P Class of 2021 Graduates. 47
 - D. Approve trailer purchase. 48
 - E. Review / Edit 2021 Committee Assignments. 52
 - F. Superintendent Contract Revision / Extension. 55
 - G. Approve Budget Cuts - Discussion at meeting. 56
9. **ADMIN REPORTS:**
 - A. Superintendent Report 58
 - B. Community Education Report 60
 - C. Elementary Report 67
 - D. Middle School / High School Report 69
 - E. Activities Report 71
10. **UPCOMING REGULAR MONTHLY MEETINGS - 5:30 P.M. IN THE FORUM ROOM**

May 17, June 21, July 19 1
11. **ADJOURNMENT**

**MINUTES
REGULAR MEETING OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT #239**

The regular meeting of the Rushford-Peterson School District #239 was called to order by Chairperson Chris Grindland at 5:30 p.m. on Monday, March 15, 2021 in the R-P Schools Forum Room, 1000 Pine Meadows Lane, Rushford, MN 55971. Vice-Chairperson Iverson and Director Michel are participating via Zoom.

The Pledge of Allegiance was recited.

Members Present: Chris Grindland, Matt Helgemoe, Joyce Iverson (via Zoom), Jeff Michel (via Zoom at 5:32 p.m.) Ken Sawle and Amy Woxland

Members Absent: None

Administration Present: Superintendent Jon Thompson

District Office Personnel: Laura Hahn

Motion by Helgemoe, seconded by Sawle to adopt the agenda as presented. With a roll call vote of 6:0, motion carries.

There were no public comments.

Motion by Sawle, seconded by Woxland to approve the following consent agenda items: February 22, 2021 Regular Monthly Meeting Minutes; Donations is the amount of \$30,454.31; February hand payables, wires & payroll liabilities in the amount of \$317,764.46; February payroll in the amount of \$284,746.95; March board bills in the amount of \$101,497.15; Fund Summary Reports; PERSONNEL: Resignation of Jackson King - Industrial Tech Teacher at the end of the 2020-2021 school year. With a roll call vote of 6:0, motion carries.

Motion by Sawle, seconded by Woxland to approve the second reading and adopt the following policies: #101 – Legal Status of the School District, #101.1 – Name of the School District, #103 – Complaints – Students, Employees, Parents and Other Persons and #104 – School District Mission and Vision Statements. With a roll call vote of 6:0, motion carries.

Motion by Woxland, seconded by Helgemoe to approve the first reading of the following policies: #201 - Legal Status of the School Board, #203 - Operation of the 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 and #203.6- Consent Agendas. With a roll call vote of 6:0, motion carries.

Motion by Helgemoe, seconded by Woxland to approve the Resolution Filling School Board Vacancy by Appointment. With a roll call vote of 6:0, motion carries.

Motion by Woxland seconded by Sawle to approve the purchase of a gravelly lawn mower from M & M Lawn & Leisure in the amount of \$10,074. With a roll call vote of 6:0, motion carries.

Motion by Sawle, seconded by Woxland to authorize Superintendent Thompson to advertise for milk, bread and gasoline quotes for the 2021-2022 school year. With a roll call vote of 5:0, motion carries. Director Michel's internet cut out prior to the roll call vote.

Superintendent Thompson reviewed potential budget cuts for the 2021-2022 school year.

Superintendent Thompson presented the Superintendent's report.

UPCOMING MEETINGS:

Regular Monthly Meetings beginning at 5:30 p.m. in the Forum Room:

April 19, May 17, June 21

Moved by Iverson, seconded by Woxland to adjourn the regular meeting at 6:40 p.m. Motion carried unanimously.

Chris Grindland, Chairperson

Matt Helgemoe, Clerk

DONATIONS - APRIL 2021

3/12/2021	Brown's Tire and Battery	\$100.00	Youth Rec donation
3/12/2021	AcenTek	\$100.00	Youth Rec donation
3/12/2021	Norman's Electric	\$150.00	Youth Rec donation
3/19/2021	American Legion Post #526	\$500.00	Youth Rec donation
3/19/2021	M&M Lawn and Leisure	\$250.00	Youth Rec donation
3/30/2021	American Legion Post 94	\$500.00	Drama - Fall Play 2021 donation
3/30/2021	American Legion Post 94	\$500.00	Youth Rec donation
4/9/2021	RP Booster Club	\$2,067.60	Track - Cart & starting Blocks
4/9/2021	RP Booster Club	\$3,000.00	Drama - Fall Play 2021 donation

Total \$7,167.60

We thank the above donors for their generous donations and support of our school district and activities!

Rushford-Peterson Public School

Payment Reg by Bank and Check

MARCH 2021 HAND PAYABLES,
WIRES & PAYROLL LIABILITIES

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Date	Amount
									Print	Recon	Void		
001	P21091	44903		Wire	1	1531	PAYLINE DATA		No	No	No	03/09/2021	207.59
001	P21091	44904		Wire	1	2046	TRANSAX		No	No	No	03/09/2021	62.90
001	P21091	44907		Wire	1	1903	KWIK TRIP		No	No	No	03/10/2021	11,313.00
001	p2109p	44948		Wire	1	1291	EDUCATOR BENEFIT CONSULTANTS, L		No	No	No	03/15/2021	6,512.38
001	p2109p	44949		Wire	1	12990	COMMISSIONER OF REVENUE		No	No	No	03/15/2021	8,256.79
001	p2109p	44950		Wire	1	46168	PUBLIC EMPLOYEES RETIREMENT		No	No	No	03/15/2021	6,358.80
001	p2109p	44951		Wire	1	49200	RUSHFORD STATE BANK		No	No	No	03/15/2021	53,186.53
001	p2109p	44952		Wire	1	56000	TEACHERS RETIREMENT ASSN		No	No	No	03/15/2021	27,164.43
001	P21091	44960		Wire	1	2024	ARBITER SPORTS		No	No	No	03/19/2021	1,500.00
001	p2109q	44985		Wire	1	06600	BLUE CROSS/BLUE SHIELD MINN		No	No	No	03/26/2021	21,960.00
001	p2109q	44986		Wire	1	1241	MN PEIP		No	No	No	03/26/2021	41,370.76
001	p2109q	44987		Wire	1	1291	EDUCATOR BENEFIT CONSULTANTS, L		No	No	No	03/26/2021	7,277.38
001	p2109q	44988		Wire	1	12990	COMMISSIONER OF REVENUE		No	No	No	03/26/2021	6,892.61
001	p2109q	44989		Wire	1	46168	PUBLIC EMPLOYEES RETIREMENT		No	No	No	03/26/2021	6,056.24
001	p2109q	44990		Wire	1	49200	RUSHFORD STATE BANK		No	No	No	03/26/2021	44,753.90
001	p2109q	44991		Wire	1	56000	TEACHERS RETIREMENT ASSN		No	No	No	03/26/2021	24,925.41
001	P21091	44894	42461	Check	1	31000	LAKE CITY PUBLIC SCHOOLS		Yes	No	No	03/02/2021	120.00
001	P21091	44895	42462	Check	1	60606	US FOODS, INC.		Yes	No	No	03/02/2021	2,090.30
001	P21091	44896	42463	Check	1	09401	CHATFIELD HIGH SCHOOL		Yes	No	No	03/05/2021	32.50
001	P21091	44897	42464	Check	1	2045	SMITH, JENNIFER		Yes	No	No	03/08/2021	94.25
001	P21091	44905	42465	Check	1	1083	LASER PRODUCT TECHNOLOGIES		Yes	No	No	03/10/2021	1,634.01
001	P21091	44906	42466	Check	1	1962	PHILIPPS BUS SERVICE & TOURS		Yes	No	No	03/10/2021	16,545.00
001	P21091	44944	42467	Check	1	18150	FILLMORE CENTRAL DIST #2198		Yes	No	No	03/12/2021	6.00
001	P21091	44945	42468	Check	1	52179	SEMCAC TRANSPORTATION		Yes	No	No	03/12/2021	188.00
001	p2109p	44947	42469	Check	1	48175	RP EDUCATIONAL SUPPORT PERSONN		Yes	No	No	03/15/2021	187.12
001	p2109p	44946	42470	Check	1	48100	RUSHFORD-PETERSON EDUCATION		Yes	No	No	03/15/2021	2,319.62
001	P21091	44958	42512	Check	1	48020	RUSHFORD, CITY OF		Yes	No	No	03/16/2021	21.00
001	P21091	44959	42513	Check	1	2048	EAGAN FORENSICS BOOSTERS		Yes	No	No	03/18/2021	41.00
001	P21091	44967	42514	Check	1	2053	CAROL SYLVESTER		Yes	No	No	03/23/2021	75.00
001	P21091	44961	42515	Check	1	14296	DAVIDSON, BILL		Yes	No	No	03/23/2021	75.00
001	P21091	44971	42516	Check	1	25574	INDRA, AMANDA		Yes	No	No	03/23/2021	75.00
001	P21091	44964	42517	Check	1	2050	ISAAC HEINS		Yes	No	No	03/23/2021	75.00
001	P21091	44968	42518	Check	1	2054	JOAN NELSON		Yes	No	No	03/23/2021	75.00
001	P21091	44963	42519	Check	1	2049	KENNETH MANN		Yes	No	No	03/23/2021	75.00
001	P21091	44969	42520	Check	1	2055	LORI SHOBERG		Yes	No	No	03/23/2021	75.00
001	P21091	44970	42521	Check	1	2056	MARGARET SHELBY		Yes	No	No	03/23/2021	75.00
001	P21091	44962	42522	Check	1	1604	MILLER, PAUL ⁵		Yes	No	No	03/23/2021	75.00
001	P21091	44966	42523	Check	1	2052	PAMELA TVEDT		Yes	No	No	03/23/2021	75.00
001	P21091	44972	42524	Check	1	52190	REGION ONE A MSHSL		Yes	No	No	03/23/2021	232.00

Rushford-Peterson Public School

Payment Reg by Bank and Check

MARCH 2021 HAND PAYABLES,
WIRES & PAYROLL LIABILITIES

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
001	P21091	44973	42525	Check	1	52190	REGION ONE A MSHSL		Yes	No	No	03/23/2021	2,504.00
001	P21091	44965	42526	Check	1	2051	WILLIAM G. FRIED		Yes	No	No	03/23/2021	75.00
001	P21091	44974	42527	Check	1	1855	COTTER SPEECH BOOSTER CLUB		Yes	No	No	03/26/2021	42.00
001	P21091	44975	42528	Check	1	2057	WINONA COUNTY SHERIFF'S OFFICE		Yes	No	No	03/26/2021	50.00
001	p2109q	44976	42529	Check	1	02370	AFLAC		Yes	No	No	03/26/2021	432.99
001	p2109q	44979	42530	Check	1	32157	MADISON NATIONAL LIFE INSURANCE		Yes	No	No	03/26/2021	1,116.47
001	p2109q	44977	42531	Check	1	1274	MERCHANTS BANK		Yes	No	No	03/26/2021	5,911.00
001	p2109q	44978	42532	Check	1	1836	METLIFE - GROUP BENEFITS		Yes	No	No	03/26/2021	9,030.99
001	p2109q	44980	42533	Check	1	37815	MN SCHOOL EMPLOYEE ASSN		Yes	No	No	03/26/2021	290.03
001	p2109q	44981	42534	Check	1	40998	NCPERS GROUP LIFE INS		Yes	No	No	03/26/2021	16.00
001	p2109q	44983	42535	Check	1	48175	RP EDUCATIONAL SUPPORT PERSONN		Yes	No	No	03/26/2021	187.12
001	p2109q	44982	42536	Check	1	48100	RUSHFORD-PETERSON EDUCATION		Yes	No	No	03/26/2021	2,319.62
001	p2109q	44984	42537	Check	1	48210	RUSHFORD-PETERSON ESCROW ACC		Yes	No	No	03/26/2021	2,176.74
001	P21091	44992	42538	Check	1	52190	REGION ONE A MSHSL		Yes	No	No	03/31/2021	200.00

Bank Total: \$316,411.48

Report Total: \$316,411.48

Rushford-Peterson Public School

Payment Reg by Bank and Check

APRIL 2021 BOARD BILLS

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Date	Amount
									Print	Recon	Void		
001	P21103	45011		Check	1	03137	ARNOLD'S SUPPLY		No	No	No	04/19/2021	108.00
001	P21103	45012		Check	1	04615	BERNARD BUS SERVICE		No	No	No	04/19/2021	41,518.15
001	P21103	45013		Check	1	06631	BROOKLYN PUBLISHERS LLC		No	No	No	04/19/2021	22.50
001	P21103	45014		Check	1	08886	CAROLINA BIOLOGICAL SUPPLY CO		No	No	No	04/19/2021	54.82
001	P21103	45015		Check	1	1083	LASER PRODUCT TECHNOLOGIES		No	No	No	04/19/2021	1,347.78
001	P21103	45016		Check	1	1231	RYE, WAYNE		No	No	No	04/19/2021	8,000.00
001	P21103	45017		Check	1	1244	NEW DOMINION SCHOOL		No	No	No	04/19/2021	4,396.54
001	P21103	45018		Check	1	1291	EDUCATOR BENEFIT CONSULTANTS, L		No	No	No	04/19/2021	55.65
001	P21103	45019		Check	1	13177	CONTINENTAL CLAY COMPANY		No	No	No	04/19/2021	451.07
001	P21103	45020		Check	1	1391	ACENTEK		No	No	No	04/19/2021	2,579.48
001	P21103	45021		Check	1	1392	MRI SOFTWARE, LLC.		No	No	No	04/19/2021	87.00
001	P21103	45022		Check	1	15299	DISTRIBUTED WEBSITE CORPORATIO		No	No	No	04/19/2021	1,988.70
001	P21103	45023		Check	1	15455	ERIC'S LOCK AND KEY		No	No	No	04/19/2021	40.00
001	P21103	45024		Check	1	1586	PAN-O-GOLD BAKING CO.		No	No	No	04/19/2021	270.29
001	P21103	45025		Check	1	1654	ANDERSON AUTO, LLC		No	No	No	04/19/2021	814.36
001	P21103	45026		Check	1	1660	INNOVATIVE OFFICE SOLUTIONS		No	No	No	04/19/2021	26.42
001	P21103	45027		Check	1	16945	CARDMEMBER SERVICE		No	No	No	04/19/2021	4,916.32
001	P21103	45028		Check	1	1714	MINNESOTA ENERGY RESOURCES		No	No	No	04/19/2021	2,852.16
001	P21103	45029		Check	1	18398	FILLMORE COUNTY JOURNAL		No	No	No	04/19/2021	110.26
001	P21103	45030		Check	1	1856	AMAZON CAPITAL SERVICES		No	No	No	04/19/2021	1,438.03
001	P21103	45031		Check	1	18650	FLINN SCIENTIFIC INC		No	No	No	04/19/2021	74.75
001	P21103	45032		Check	1	18696	FOLLETT SCHOOL SOLUTIONS, INC.		No	No	No	04/19/2021	125.39
001	P21103	45033		Check	1	1926	HEIDEN CENTURY FARMS, LLC.		No	No	No	04/19/2021	363.00
001	P21103	45034		Check	1	1963	JAEGER SPORTS		No	No	No	04/19/2021	321.50
001	P21103	45035		Check	1	1968	CAREER SAFE		No	No	No	04/19/2021	195.00
001	P21103	45036		Check	1	2000	BEAVER BUILDERS' SUPPLY		No	No	No	04/19/2021	1,424.98
001	P21103	45037		Check	1	2025	VETSCH HARDWOODS, INC.		No	No	No	04/19/2021	293.90
001	P21103	45038		Check	1	22210	HAMMELL EQUIPMENT INC		No	No	No	04/19/2021	1,250.00
001	P21103	45039		Check	1	23400	HIAWATHA VALLEY		No	No	No	04/19/2021	11,491.47
001	P21103	45040		Check	1	23401	HIAWATHA VALLEY MENTAL HEALTH		No	No	No	04/19/2021	1,190.47
001	P21103	45041		Check	1	25133	IMPACT APPLICATIONS INC.		No	No	No	04/19/2021	655.00
001	P21103	45042		Check	1	25138	IEA INC		No	No	No	04/19/2021	819.85
001	P21103	45043		Check	1	28960	JMC COMPUTER SERVICE INC		No	No	No	04/19/2021	10,587.50
001	P21103	45044		Check	1	29702	JOSTEN'S		No	No	No	04/19/2021	31.46
001	P21103	45045		Check	1	29759	KEMPS		No	No	No	04/19/2021	3,330.65
001	P21103	45046		Check	1	31260	LASER PRODUCT TECHNOLOGIES INC		No	No	No	04/19/2021	699.20
001	P21103	45047		Check	1	32800	MARC		No	No	No	04/19/2021	1,680.00
001	P21103	45048		Check	1	33691	MECA SPORTSWEAR		No	No	No	04/19/2021	47.00
001	P21103	45049		Check	1	41400	NORMAN'S ELECTRIC SERVICE INC		No	No	No	04/19/2021	964.72

Rushford-Peterson Public School

Payment Reg by Bank and Check

APRIL 2021 BOARD BILLS

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Date	Amount
									Print	Recon	Void		
001	P21103	45050		Check	1	44402	PEARSON EDUCATION		No	No	No	04/19/2021	54.90
001	P21103	45051		Check	1	45382	PHONAK HEARING SYSTEMS		No	No	No	04/19/2021	76.00
001	P21103	45052		Check	1	46790	REGION V COMPUTER SERVICES		No	No	No	04/19/2021	3,490.50
001	P21103	45053		Check	1	46873	RIDDELL / ALL AMERICAN SPORTS COF		No	No	No	04/19/2021	2,501.22
001	P21103	45054		Check	1	46954	RTS / ROCHESTER TELECOM SYSTEM		No	No	No	04/19/2021	105.81
001	P21103	45055		Check	1	48020	RUSHFORD, CITY OF		No	No	No	04/19/2021	9,364.36
001	P21103	45056		Check	1	48600	RUSHFORD FOODS		No	No	No	04/19/2021	2,330.20
001	P21103	45057		Check	1	48604	RUSHFORD HARDWARE		No	No	No	04/19/2021	251.54
001	P21103	45058		Check	1	50856	SCHILLING SUPPLY COMPANY		No	No	No	04/19/2021	2,203.69
001	P21103	45059		Check	1	50978	SCHOOL SPECIALTY INC.		No	No	No	04/19/2021	319.68
001	P21103	45060		Check	1	51067	SCHUMACHER ELEVATOR COMPANY		No	No	No	04/19/2021	413.76
001	P21103	45061		Check	1	52157	SELCO		No	No	No	04/19/2021	517.15
001	P21103	45062		Check	1	52179	SEMCAC TRANSPORTATION		No	No	No	04/19/2021	68.00
001	P21103	45063		Check	1	56040	PAM'S CORNER		No	No	No	04/19/2021	1,446.99
001	P21103	45064		Check	1	57802	EAGLE BLUFF ENV LEARN CENTER		No	No	No	04/19/2021	6,518.00
001	P21103	45065		Check	1	60606	US FOODS, INC.		No	No	No	04/19/2021	12,817.46
001	P21103	45066		Check	1	61278	VERIZON WIRELESS		No	No	No	04/19/2021	207.63
001	P21103	45067		Check	1	61614	WASTE MANAGEMENT		No	No	No	04/19/2021	472.24
001	P21103	45068		Check	1	63025	WHV INC		No	No	No	04/19/2021	3,031.52
001	P21103	45069		Check	1	63062	WINONA HEALTH SERVICE	AT	No	No	No	04/19/2021	4,215.00
001	P21103	45070		Check	1	64610	ZIEBELL'S HIAWATHA FOODS INC		No	No	No	04/19/2021	1,124.85

Bank Total: \$158,153.87

Report Total: \$158,153.87

Rushford-Peterson Public School
Summary Report for Board
Period Ending March 31, 2021

EXPENSES

Sequence: Fd, Pro

		21ADP					% YTD	Remaining
Description		Annual Budget	Period 202109	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General Fund							
010	Board of Education	24,259.00	1,041.63	16,568.19	68%	513.48	70%	7,177.33
020	Office of Supt	173,515.00	14,466.68	127,116.30	73%	0.00	73%	46,398.70
050	School Administration	393,928.00	30,764.46	266,614.04	68%	0.00	68%	127,313.96
105	General Admin Support - elect.	1,500.00	0.00	173.25	12%	0.00	12%	1,326.75
107	Other Administrative Support	28,571.00	0.03	27,915.10	98%	0.00	98%	655.90
108	Administrative Technology Serv	17,612.00	861.04	11,322.20	64%	0.00	64%	6,289.80
110	Business Services	240,559.00	15,636.35	163,218.65	68%	426.00	68%	76,914.35
201	Kindergarten	175,972.00	14,544.73	103,206.23	59%	0.00	59%	72,765.77
203	Elementary Education	1,117,249.00	92,082.21	668,783.01	60%	1,523.34	60%	446,942.65
204	Title II, Part A	16,927.00	0.00	26,231.59	155%	0.00	155%	(9,304.59)
211	Secondary - General	473,466.00	35,139.09	247,926.42	52%	497.65	52%	225,041.93
212	Art	92,941.00	7,045.30	54,327.00	58%	230.39	59%	38,383.61
216	Title I	81,351.00	6,950.95	50,793.48	62%	0.00	62%	30,557.52
218	Gifted & Talented	20,370.00	220.00	402.25	2%	0.00	2%	19,967.75
219	Limited English Prof	70,490.00	4,859.36	33,997.99	48%	0.00	48%	36,492.01
220	English Language Art	297,614.00	24,105.21	174,462.67	59%	30.29	59%	123,121.04
230	Foreign Language	91,348.00	7,592.12	53,706.11	59%	0.00	59%	37,641.89
240	Physical Ed & Health	178,146.00	17,994.49	125,862.23	71%	53.25	71%	52,230.52
256	Mathematics	281,079.00	22,461.56	156,997.64	56%	0.00	56%	124,081.36
258	Music	205,982.00	16,929.26	119,220.40	58%	0.00	58%	86,761.60
260	Science	206,413.00	16,600.61	120,028.10	58%	45.30	58%	86,339.60
270	Social Studies	292,556.00	23,256.63	163,794.29	56%	0.00	56%	128,761.71
291	Cocurricular Activity	13,581.00	0.00	994.12	7%	0.00	7%	12,586.88
292	Boys/Girls Athletics	75,702.00	119.31	4,117.94	5%	0.00	5%	71,584.06
294	Boys Athletics	106,024.00	34,288.30	66,582.35	63%	1,132.36	64%	38,309.29
296	Girls Athletics	80,892.00	15,254.01	37,332.08	46%	646.47	47%	42,913.45
298	Extra-Curricular Activities	13,315.00	7,801.78	43,437.15	326%	4,295.39	358%	(34,417.54)
301	Agriculture	81,874.00	4,280.83	43,104.44	53%	5,304.16	59%	33,465.40
331	Personal Fam Liv Sci	59,557.00	4,798.72	35,330.46	59%	2,500.00	64%	21,726.54

Rushford-Peterson Public School
Summary Report for Board
Period Ending March 31, 2021

EXPENSES

Sequence: Fd, Pro

		21ADP					% YTD	Remaining
Description		Annual Budget	Period 202109	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General Fund							
341	Business Education	24,073.00	1,892.37	13,141.86	55%	1,069.19	59%	9,861.95
361	Trade & Industrial	53,809.00	3,453.16	27,184.25	51%	5,949.65	62%	20,675.10
380	Vocational Transiton	20,979.00	1,894.57	13,176.07	63%	0.00	63%	7,802.93
400	General Special Education	37,200.00	1,959.60	31,514.18	85%	0.00	85%	5,685.82
401	Speech/Lang Impaired	6,944.00	1,666.63	10,876.35	157%	0.00	157%	(3,932.35)
402	Mental Impair Mild	151,568.00	9,255.13	65,256.47	43%	0.00	43%	86,311.53
403	Mentally Impaired	16,548.00	0.00	0.00	0%	0.00	0%	16,548.00
404	Adapted Phy Ed	10,599.00	616.12	7,896.17	74%	0.00	74%	2,702.83
405	Deaf-Hard of Hearing	2,500.00	1,261.25	9,286.97	371%	0.00	371%	(6,786.97)
407	Specific Learn Disability	194,590.00	24,353.70	164,555.88	85%	642.52	85%	29,391.60
408	Emotional/Behavioral Disorder	140,847.00	4,934.27	44,817.60	32%	0.00	32%	96,029.40
410	Other Health Impaired	92,754.00	12,373.61	85,058.74	92%	0.00	92%	7,695.26
411	Autism	50,067.00	2,431.60	18,041.36	36%	0.00	36%	32,025.64
412	Early Child Sp Ed	85,762.00	7,161.49	54,927.34	64%	46.98	64%	30,787.68
416	Severely Nultiplly Impaired	31,119.00	3,258.98	24,929.53	80%	0.00	80%	6,189.47
420	Special Education	192,856.00	4,754.46	119,888.02	62%	0.00	62%	72,967.98
422	Students without disabilities	222,328.00	17,084.30	127,647.04	57%	300.00	58%	94,380.96
620	Library Ed Media	61,397.00	3,108.84	31,475.89	51%	2,343.79	55%	27,577.32
630	Instructional-Related Technolo	115,917.00	7,919.68	100,802.44	87%	3,548.09	90%	11,566.47
640	Staff Development	58,242.00	0.00	5,358.50	9%	0.00	9%	52,883.50
710	Secondary Counseling/Guidance	101,061.00	8,012.93	58,787.09	58%	0.00	58%	42,273.91
720	Health Services	8,512.00	2,824.05	22,461.18	264%	0.00	264%	(13,949.18)
740	Social Worker Salary	13,842.00	2,715.47	18,901.58	137%	0.00	137%	(5,059.58)
760	Pupil Transportation	669,275.00	48,842.06	414,721.11	62%	0.00	62%	254,553.89
810	Operation/Maintenance	570,062.00	45,336.73	433,219.13	76%	1,606.25	76%	135,236.62
850	Facilities	0.00	1,776.61	21,415.96	0%	4,064.00	0%	(25,479.96)
865	LTFM Exclcd Costs -Pro 866,867	64,377.00	778.87	59,896.50	93%	0.00	93%	4,480.50
940	School Insurance	47,800.00	0.00	45,225.68	95%	0.00	95%	2,574.32
01	General Fund	7,957,821.00	638,761.14	4,974,028.57	63%	36,768.55	63%	2,947,023.88

Rushford-Peterson Public School
Summary Report for Board
Period Ending March 31, 2021

EXPENSES

Sequence: Fd, Pro

Description		21ADP Annual Budget	Period 202109	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
02	Food Service Fund							
770	Food Service	360,154.00	26,858.63	188,609.50	52%	0.00	52%	171,544.50
02	Food Service Fund	360,154.00	26,858.63	188,609.50	52%	0.00	52%	171,544.50
04	Community Service							
505	Community Education	89,081.00	6,570.46	41,182.00	46%	0.00	46%	47,899.00
510	Adults With Disabili	6,022.00	257.38	2,384.26	40%	0.00	40%	3,637.74
570	School Age Care	94,666.00	4,026.65	49,645.23	52%	0.00	52%	45,020.77
580	ECFE	35,441.00	2,605.47	30,719.27	87%	0.00	87%	4,721.73
582	School Readiness	151,287.00	10,660.31	66,902.34	44%	0.00	44%	84,384.66
583	Preschool Screening	1,000.00	95.98	2,352.64	235%	0.00	235%	(1,352.64)
585	Youth Development	24,134.00	1,099.38	11,522.19	48%	0.00	48%	12,611.81
590	Other Community Ed Programs	500.00	121.39	121.39	24%	0.00	24%	378.61
04	Community Service	402,131.00	25,437.02	204,829.32	51%	0.00	51%	197,301.68
07	Debt Redemption							
910	Retire Long-Term Obl	2,601,800.00	0.00	2,601,775.00	100%	0.00	100%	25.00
07	Debt Redemption	2,601,800.00	0.00	2,601,775.00	100%	0.00	100%	25.00
18	Custodial							
298	Extra-Curricular Activities	0.00	51.54	811.54	0%	0.00	0%	(811.54)
18	Custodial	0.00	51.54	811.54	0%	0.00	0%	(811.54)
21	Activity Fund							
050	School Administration	0.00	1,415.98	3,014.10	0%	3,528.25	0%	(6,542.35)
203	Elementary Education	0.00	0.00	0.00	0%	30.00	0%	(30.00)
258	Music	0.00	0.00	202.95	0%	0.00	0%	(202.95)
291	Cocurricular Activity	60,000.00	25.97	1,035.34	2%	0.00	2%	58,964.66
294	Boys Athletics	0.00	0.00	4,348.60	0%	3,047.00	0%	(7,395.60)
296	Girls Athletics	0.00	702.60	9,006.22	0%	0.00	0%	(9,006.22)
298	Extra-Curricular Activities	0.00	983.34	10,594.74	0%	33.14	0%	(10,627.88)
620	Library Ed Media	0.00	414.71	414.71	0%	0.00	0%	(414.71)
960	Other - Scholarships	0.00	0.00	2,400.00	0%	0.00	0%	(2,400.00)
21	Activity Fund	60,000.00	3,542.60	31,016.66	52%	6,638.39	63%	22,344.95
50	Fundraising							

Rushford-Peterson Public School
Summary Report for Board
Period Ending March 31, 2021

EXPENSES

Sequence: Fd, Pro

		21ADP					% YTD	Remaining
Description		Annual Budget	Period 202109	Year To Date	% YTD	Encumbrances	+ Enc	Balance
50	Fundraising							
298	Extra-Curricular Activities	65,000.00	16,723.34	43,076.66	66%	0.00	66%	21,923.34
50	Fundraising	65,000.00	16,723.34	43,076.66	66%	0.00	66%	21,923.34
Report Totals:		11,446,906.00	711,374.27	8,044,147.25	70%	43,406.94	71%	3,359,351.81

Rushford-Peterson Public School
Summary Report for Board
Period Ending March 31, 2021

REVENUES

Sequence: Fd, Pro

		21ADP					% YTD	Remaining
Description		Annual Budget	Period 202109	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General Fund							
	000	(7,810,977.00)	(845,613.67)	(4,861,048.45)	62%	0.00	62%	(2,949,928.55)
	211 Secondary	(700.00)	0.00	(515.00)	74%	0.00	74%	(185.00)
	212 Art	0.00	0.00	(150.00)	0%	0.00	0%	150.00
	291 Extra Curricular	0.00	(525.00)	(525.00)	0%	0.00	0%	525.00
	294 Boys Athletics	(27,600.00)	(2,994.00)	(11,983.30)	43%	0.00	43%	(15,616.70)
	296 Girls Athletics	(18,100.00)	(2,240.00)	(7,312.00)	40%	0.00	40%	(10,788.00)
	298 Extra-Curricular Activities	(1,800.00)	(35.00)	(325.00)	18%	0.00	18%	(1,475.00)
	301 Agriculture	(400.00)	(155.00)	(610.00)	153%	0.00	153%	210.00
	331 Personal Family Life Science	(400.00)	(150.00)	(900.00)	225%	0.00	225%	500.00
	620 Library Ed Media	0.00	(12.95)	(12.95)	0%	0.00	0%	12.95
	630 Instruction Related Technology	(2,000.00)	(50.00)	(1,875.00)	94%	0.00	94%	(125.00)
	850 Facilities	(24,709.00)	0.00	0.00	0%	0.00	0%	(24,709.00)
	865 LTFM Districtwide Revenue	64,474.00	0.00	0.00	0%	0.00	0%	64,474.00
01	General Fund	(7,822,212.00)	(851,775.62)	(4,885,256.70)	62%	0.00	62%	(2,936,955.30)
02	Food Service Fund							
	000	(349,700.00)	(31,470.14)	(141,183.56)	40%	0.00	40%	(208,516.44)
02	Food Service Fund	(349,700.00)	(31,470.14)	(141,183.56)	40%	0.00	40%	(208,516.44)
04	Community Service							
	505 Community Education	(52,768.00)	(1,700.00)	(68,533.86)	130%	0.00	130%	15,765.86
	510 Adults With Disabili	(6,000.00)	0.00	(700.00)	12%	0.00	12%	(5,300.00)
	570 School Age Care	(98,613.00)	(3,790.49)	(26,973.59)	27%	0.00	27%	(71,639.41)
	580 ECFE	(36,370.00)	0.00	(11,645.85)	32%	0.00	32%	(24,724.15)
	582 School Readiness	(114,538.00)	(10,716.35)	(63,892.74)	56%	1,358.15	55%	(52,003.41)
	583 Preschool Screening	(1,200.00)	0.00	(2,513.44)	209%	0.00	209%	1,313.44
	585 Youth Development	(29,548.00)	(3,829.00)	(7,009.00)	24%	0.00	24%	(22,539.00)
	590 Other Community Ed Programs	(89.00)	0.00	(239.97)	270%	0.00	270%	150.97
04	Community Service	(339,126.00)	(20,035.84)	(181,508.45)	54%	1,358.15	53%	(158,975.70)
07	Debt Redemption							

Rushford-Peterson Public School
Summary Report for Board
Period Ending March 31, 2021

REVENUES

Sequence: Fd, Pro

		21ADP					% YTD	Remaining
Description		Annual Budget	Period 202109	Year To Date	% YTD	Encumbrances	+ Enc	Balance
07	Debt Redemption							
000		(2,598,217.00)	0.00	(2,002,990.50)	77%	0.00	77%	(595,226.50)
07	Debt Redemption	(2,598,217.00)	0.00	(2,002,990.50)	77%	0.00	77%	(595,226.50)
18	Custodial							
298	Extra-Curricular Activities	0.00	0.00	(983.00)	0%	0.00	0%	983.00
18	Custodial	0.00	0.00	(983.00)	0%	0.00	0%	983.00
21	Activity Fund							
000		(85,000.00)	(1,804.32)	(14,381.11)	17%	0.00	17%	(70,618.89)
258	Music	0.00	0.00	(203.00)	0%	0.00	0%	203.00
291	Extra Curricular	0.00	0.00	(297.20)	0%	0.00	0%	297.20
292	Boys/Girls Athletics	0.00	(119.31)	(119.31)	0%	0.00	0%	119.31
294	Boys Athletics	0.00	(3,047.00)	(14,438.11)	0%	0.00	0%	14,438.11
296	Girls Athletics	0.00	0.00	(2,825.95)	0%	0.00	0%	2,825.95
298	Extra-Curricular Activities	0.00	(1,661.00)	(7,718.50)	0%	0.00	0%	7,718.50
21	Activity Fund	(85,000.00)	(6,631.63)	(39,983.18)	47%	0.00	47%	(45,016.82)
50	Fundraising							
298	Extra-Curricular Activities	(75,000.00)	(14,358.31)	(64,659.28)	86%	0.00	86%	(10,340.72)
50	Fundraising	(75,000.00)	(14,358.31)	(64,659.28)	86%	0.00	86%	(10,340.72)
Report Totals:		(11,269,255.00)	(924,271.54)	(7,316,564.67)	65%	1,358.15	65%	(3,954,048.48)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 201

Adopted: April 19, 2021

MSBA/MASA Model Policy 201

Orig. 1995

Revised: _____

Rev. 2009

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management, and control of the schools is 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, or seven if the school board has submitted the question to the electors and a majority have approved a seven-member school board. 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

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 201

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; 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

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 201

- 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 cocurricular 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)
Minn. Stat. § 123B.02 (General Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14 (School District Officers)
Minn. Stat. § 123B.23 (Liability Insurance)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)
Minn. Stat. § 123B.85 (Definition)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: Rushford-Peterson School District Policy 101 (Legal Status of the School District)
Rushford-Peterson School District Policy 202 (School Board Officers)
Rushford-Peterson School District Policy 203 (Operation of the School Board -Governing Rules)
Rushford-Peterson School District Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203

Adopted: April 19, 2021

MSBA/MASA Model Policy 203

Orig. 1995

Revised: _____

Rev. 2009

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

Cross References:

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.1

Adopted: April 19, 2021

MSBA/MASA Model Policy 203.1

Orig. 1997

Revised: _____

Rev. 1999

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 insure 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.

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.1

- 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.
- 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 at which to adjourn, to adjourn, to recess or to take measures to obtain a quorum.

Legal References: Minn. Stat. § 13D.01, Subd. 4 (Open Meeting Law)
Minn. Stat. § 122A.40 (Employment Contracts, Termination)
Minn. Stat. § 123B.09, Subds. 6 and 7 (School Board Powers)
Minn. Stat. § 126C.53 (Enabling Resolution; Form of Certificates of Indebtedness)
Minn. Stat. § 331A.01, Subd. 6 (Newspapers; Definitions)
Minn. Stat. § 331A.04, Subd. 6 (Newspapers; Exception to Designation Priority)
Minn. Stat. § 471.88 (Exceptions)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.1

Cross References: Rushford-Peterson School District Policy 203 (Operation of the School Board – Governing Rules)
Rushford-Peterson School District Policy 204 (School Board Meeting Minutes)
Rushford-Peterson School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
Rushford-Peterson School District Policy 207 (Public Hearings)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.2

Adopted: April 19, 2021

MSBA/MASA Model Policy 203.2

Orig. 1997

Revised: _____

Rev. 2007

203.2 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. Pledge of Allegiance
3. Roll Call
4. Adoption of Agenda
5. Public Comments
6. Consent Agenda
7. Old Business
8. New Business
9. Admin Reports
10. Upcoming Meetings / Announcements
11. 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.

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.2

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

Cross References: Rushford-Peterson School District Policy 203 (Operation of the School Board – Governing Rules)
Rushford-Peterson School District Policy 203.5 (School Board Meeting Agenda)
Rushford-Peterson School District Policy 203.6 (Consent Agendas)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.5

Adopted: April 19, 2021

MSBA/MASA Model Policy 203.5

Orig. 1997

Revised: _____

Rev. 2012

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.
- C. The tentative agenda and supporting documents shall be sent to the school board members **at least 3 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 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: (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.

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.5

Legal References: Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 7 (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)

Cross References: Rushford-Peterson School District Policy 203 (Operation of the School Board – Governing Rules)
Rushford-Peterson School District Policy 203.2 (Order of the Regular School Board Meeting)
Rushford-Peterson School District Policy 203.6 (Consent Agendas)
Rushford-Peterson School District Policy 204 (School Board Meeting Minutes)
Rushford-Peterson School District Policy 207 (Public Hearings)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.6

Adopted: April 19, 2021

MSBA/MASA Model Policy 203.6

Orig. 1997

Revised: _____

Rev. 1999

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 noncontroversial 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 noncontroversial 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.

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 203.6

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

Cross References: Rushford-Peterson School District Policy 203.2 (Order of the Regular School Board Meeting)
Rushford-Peterson School District Policy 203.5 (School Board Meeting Agenda)
Rushford-Peterson School District Policy 204 (School Board Meeting Minutes)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 204

Adopted: _____

MSBA/MASA Model Policy 204

Orig. 1995

Revised: _____

Rev. 2008

204 SCHOOL BOARD MEETING MINUTES

[Note: The provisions of this policy are required by statute.]

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 shall be recorded in a journal kept for that purpose. Public records maintained by the school district shall 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 expense of the school district. 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.

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- 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

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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)
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

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 204

Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W.2d 428 (1956)

Cross References: Rushford-Peterson School District Policy 205 (Open Meetings and Closed MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 206

Adopted: _____

MSBA/MASA Model Policy 206

Orig. 1995

Revised: _____

Rev. 2017

**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

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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

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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. § 626.556 (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 person should provide his or her name, address, 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.

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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 when 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)

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- 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 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. § 123B.143, Subd. 2 (Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: Rushford-Peterson School District Policy 205 (Open Meetings and Closed
Rushford-Peterson School District Policy 207 (Public Hearings)
Rushford-Peterson School District Policy 406 (Public and Private
Personnel Data)
Rushford-Peterson School District Policy 515 (Protection and Privacy of
Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota’s Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin “T” (School
Records – Privacy – Access to Data)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 207

Adopted: _____

MSBA/MASA Model Policy 207

Revised: _____

Orig. 1995

Rev. 2009

207 PUBLIC HEARINGS

I. PURPOSE

The school board recognizes the importance of obtaining public input on matters properly before the school board. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

In order for the school board to efficiently receive public input on matters properly before the school board, the procedures set forth in this policy are established by the school board.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

C. Public Participation

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to the commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the discretion of the school board.

1. Format of Request: If required by the school board, a written request of

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an individual or a group to address the school board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.

2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. In the event that the school board requires the designation of a representative or spokesperson, no other person in the group will be recognized to address the school board, except as otherwise determined by the school board.
4. Privilege to Speak: A school board member should direct any remarks or questions through the chair. 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.
5. Personal Attacks: 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.
6. Limitations on Participation: 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.

Legal References: Minn. Stat. § 123A.15 (Education District Establishment)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123B.51 (School Closings)

Cross References: Rushford-Peterson School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 211

Adopted: _____

MSBA/MASA Model Policy 211

Orig. 1995

Revised: _____

Rev. 2006

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 as to 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 Minn. Stat. § 466.07, Subd. 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 he or she 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 Minn. Stat. §123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district shall 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.

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 211

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, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to 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 who is designated as the authority responsible for the collection, use, and dissemination of data.

D. Service of Subpoenas

The policy of the school district is that its 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 Minn. Stat. § 123B.02, Subd. 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 as to whether to reimburse shall be made in the discretion of the school board. A school board member who is a witness or an alleged victim in the case may not

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 211

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. In order to further 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 there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.
2. If such 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 (Minn. Stat. § 626.556, Subd. 10), 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 Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 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)

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 211

Minn. Stat. § 123B.25(b) (Actions Against Teachers)
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 Depriving Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d 214 (1975)

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

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 213

Adopted: _____

MSBA/MASA Model Policy 213

Orig. 1996

Revised: _____

Rev. 2007

213 SCHOOL BOARD COMMITTEES

[Note: Many school boards utilize either standing or ad hoc committees, or both. On the other hand, some school boards avoid the use of committees for the most part because of the danger of fragmentation of the governance process. The objective of this policy is to provide a framework for those school boards which elect to utilize committees or subcommittees. Further, this policy is designed to apply only to committees or subcommittees made up of elected school board members. Other considerations will apply to committees established by the school board involving members of the public, employees, students, parents, etc.]

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 resolution which shall outline the duties and 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 for consideration. 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. Community Education Advisory
2. Facilities
3. Budget & Finance
4. HVED
5. Insurance
6. Legislative
7. Meet & Confer
8. MSHSL
9. Negotiations
10. Q-Comp
11. R-P Foundation
12. Safety Committee
13. School Policies
14. Staff Development
15. Technology
16. Transportation
17. Wellness
18. World's Best Workforce

[Note: Each school district should determine which, if any, standing committees the school board wishes to establish.]

- B. The school board will establish, by resolution, for each standing or ad hoc committee the number of members, the term and the charge or mission of each such committee.
- C. The school board chair shall appoint the members of each standing or ad hoc committee and 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, and notice shall be given as prescribed by law.
- B. A committee or subcommittee shall act only within the guidelines and mission 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.

RUSHFORD-PETERSON SCHOOL DISTRICT #239 POLICY 213

- D. The committee or subcommittee shall designate a secretary who will record the minutes of 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: Rushford-Peterson School District Policy 201 (Legal Status of the School Board)
Rushford-Peterson School District Policy 203 (Operation of the School Board – Governing Rules)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota’s Open Meeting Law)

RUSHFORD-PETERSON HIGH SCHOOL CLASS OF 2021 CANDIDATES FOR GRADUATION

Garion Christopher Bedney, Bradley Robert Colbenson,
Joshua Louis Connor, Paige Ann Dailey, Alyvia Nicole Eide,
Megan Leigh Ekern, Brayton Jamerry Gudmundson,
Danielle Marie Heffner, Tristyn Jay Hegland, Alayna Marie Helgemoe,
Rylin Jean Hoel, Jaelyn Makenzie James, Hailey Carolyn Jenkins,
Antonio Michael Johnson, Taylor Lynette Johnson, Calli Ann Kingsley,
Jens Douglas Lind, Kobe Keith Lind, Hannah Iris Linder,
Evan John Loney, Julia Marie Maynard, Helen Grace Newman,
Alliyah May Silva Oftana, Luke William O'Hare, Isabelle Anne Olson,
Trey Richard Olson, Alivia Jo Paszkiewicz, Ariana Star Rasmussen,
Isaiah Jeffrey Rasmussen, Josish Robert Rasmussen,
Lakyn Ellen-Jade Rasmussen, Christina Joy Scaife, Emma Sue Schuster,
Shelby Raequel Semling, Jonah Erik Sievers,
Morganna Roseanna Diana May Simpson, Jada Lynn Stapleton,
Jacob Michael Stennes, Brady Lee Stensgard, Hale John Stensgard,
Mandee Marie Tarras, Lily Elizabeth Thompson, Robert Charles Walker,
Benjamin John Wieser, Easton Richard Wilcenski,
Alora Louise Wilkemeyer, Noah Prescott Winrow



Quote #: 68024

Dealer: Ferguson Truck and Trailer Sales

Dealer Phone: 507.932.5683

Created By: Cole Ferguson

Ship-to Address:

Ferguson Truck and Trailer Sales
1734 Co. Rd. 142 SE
Dover, MN 55929

Customer: Rushford Schools

Customer Phone:

Customer Fax:

Email:

Bill-to Address:

Ferguson Truck and Trailer Sales
1734 Co. Rd. 142 SE
Dover, MN 55929
United States

Item	Item Description	Model	Qty	Price	Total
1.1 SCOUT TAG MODEL 2020 / 2021					
SC714TA2	7"W X 14'L TANDEM 3500# AXLE 3500# TANDEM DROP SPRING AXLES ELECTRIC BRAKES NO WHEEL WELLS 4" TUBE FRAME CROSS MEMBERS @ 24"O.C. 71-1/2" Z-WALL POSTS @ 16"O.C.-- STD INT. HGHT 6'1" TUBE ROOF MEMBERS @ 24"O.C. 2-5/16" COUPLER PAINTED TONGUE JACK SAND FOOT ST205/75R15/LRC 15" RADIAL TIRES SILVER MOD WHEELS 1 PC ALUMINUM ROOF LED STRIP TAIL LIGHTS CLEAR LENS LED EXTERIOR LIGHTING 3/8" ENGINEERED SIDEWALLS 3/4" ENGINEERED FLOORING DOUBLE REAR DOORS 32" SIDE DOOR W/FLUSHLOCK- C/S 2' BACK (2) LED DOME LIGHTS @ 4' & 10' BACK (1) 12V WALL SWITCH @ C/S DOOR (1) PAIR ABS FLOW THRU SIDEWALL VENTS FRONT R/S HIGH, REAR C/S LOW 24" ATP STONEGUARD Special Instructions:		1	\$5,420	\$5,420
99-096	SCOUT PLUS PKG 7"W W/DOUBLE DOOR STONEGUARD TOP TRIM INCLUDED WITH V-NOSE OPTION ONLY >BONDED SIDEWALLS ILO SCREWS >TUBE WALL POST ILO Z POST >EXTERIOR REAR HEADER LIGHT BAR LOADING LIGHT W/SWITCH >T-STYLE DOOR HOLDBACK ILO DOOR SAVER CHAIN		1	\$423	\$423
99-017	APPEARANCE PKG-TA (4) STAINLESS STEEL CENTER CAPS (2) CHROME BEZEL FOR LED TAIL LIGHT		1	\$65	\$65
02-012	WHITE .030 EXTERIOR METAL CONTINUE WITH No - Quote is complete OPTION OFFERINGS:		14	\$0	\$0
	SURCHARGE 7%		1	\$414	\$414

Item Total: \$6,322

Discount: (\$22)

Sales Tax @ 0.000%: \$0

Licensing: \$96

Total: \$6,396

This quote is valid until: 4/28/2021



Quote #: 68024

Dealer: Ferguson Truck and Trailer Sales

Dealer Phone: 507.932.5683

Created By: Cole Ferguson

Ship-to Address:

Ferguson Truck and Trailer Sales

1734 Co. Rd. 142 SE

Dover, MN 55929

Customer: Rushford Schools

Customer Phone:

Customer Fax:

Email:

Bill-to Address:

Ferguson Truck and Trailer Sales

1734 Co. Rd. 142 SE

Dover, MN 55929

United States



Rushford-Peterson Schools
Facility / Grounds Maintenance and Improvement
List of Needed and Potential Improvements



Completed and Possible Items - - update on June 16, 2020 / October of 2020

Priority - 1) High 2) Medium 3) Low

Completed in FY 2020

<u>1</u> Garage for grounds / storage near practice football field	<u>\$35,000</u> OC
<u>1</u> Track refurbish	<u>\$66,869</u> LTFM
<u>3</u> Practice Football Field - Sprinklers and ground work	<u>\$22,000</u> OC
<u>1</u> tractor - able to mow along ponds with brush and bucket attach	<u>\$31,000</u> OC
<u>Grant</u> Work Room Changes - lockers for paras	<u> </u> Gen
<u>1</u> Playground Chips	<u> </u> LTFM
<u>1</u> interseed FB playing field	<u>\$2,500</u> LTFM
<u>2</u> landscaping front entrance	<u>\$8,480</u> OC
<u>1</u> tile line from French Drain to west ditch near football field	<u>\$2,500</u> LTFM
<u>1</u> Warning track of baseball field - needs lime	
<u>1</u> Electrostatic Sprayer - Disinfectant (ionizer)	<u>\$4,102</u> LTFM
<u>Done</u> move forklift power	<u> </u> Done
<u>Yearly</u> Mulch around trees, etc.	<u> </u> Gen

Items To Consider For FY 21

<u>Priority</u>	<u>Cost Estimate</u>
<u>1</u> Small garage for tractor and broom / near garbage area N.E.	<u> </u> OC
<u>1</u> Laminator.	<u>\$1,772.55</u> OC
<u>1</u> Snow Blower Attachment for Ventrac Mower	<u>\$4,670</u> OC
<u>1</u> New Trailer	<u>\$6,396</u> OC
<u>1</u> Parking Lot Striking	<u> </u> OC
<u>1</u> New Mowing Tractor	<u>\$10,074</u> OC
<u>1</u> Softball Field Gates	<u>\$1,762.88</u> OC
<u>1</u> Football Field / Track latch and Gate	<u>\$425</u> OC
<u>1</u> Girls Softball - Dugouts	<u>\$ - Boosters</u>
<u>1</u> Girls Softball Field - press box (Labor for Both)	<u>\$ - Boosters</u>
<u>1</u> Weed Control - all school grounds (Turf Maintenance of Winona)	<u>\$1,742</u> LTFM
<u>1</u> Weed Control - all school grounds (Turf Maintenance of Winona)	<u>\$2,748</u> LTFM



Rushford-Peterson Schools
Facility / Grounds Maintenance and Improvement
List of Needed and Potential Improvements



<u>1</u>	Automatic Door Closures for Elem/MS gym (Fire and Handicap)	<u>\$2,500</u>	LTFM
<u>3</u>	Fencing and gates around long jump / pole vault and track	<u>\$9,621</u>	OC
<u>2</u>	Sidewalk from parking lot to southeast corner of front drive	<u> </u>	OC
<u>2</u>	Improve handicap access to back playground and front PE areas	<u> </u>	LTFM
<u>2</u>	football field water issues fix, long term fix?	<u> </u>	LTFM
<u>3</u>	Ticket booth	<u> </u>	OC
<u>1</u>	Preschool Sod to replace wood chips - (Winona Nursery)	<u>\$2,500</u>	LTFM
<u>2</u>	flag location	<u> </u>	OC
<u>3</u>	Ranger	<u> </u>	OC
<u>3</u>	snow blower	<u> </u>	OC
<u>3</u>	Control Panel for Basketball hoops	<u> </u>	LTFM
<u>3</u>	Outdoors trash cans	<u> </u>	Gen
<u>2</u>	Parking out front - signage	<u>No Cost</u>	Gen
<u>2</u>	Flag for softball field	<u> </u>	Donate Poss

Funding and Budget - Facilities / Technology / Transportation 2021

Vehicle Purchases - No purchases planned for FY-2021

Technology and Textbooks - Budget of \$66,000 2021 (Out of Operating Capital)

We will end the year (FY 21) with about \$250,000 in Operating Capital and about \$353,000 in LTFM.

Next Year's LTFM revenue still has negative adjustment and will result in a positive \$500. The result is that we will have about \$293,000 within LTFM to work with heading into next year.

We receive about \$120,000 each year in Operating Capital and use \$83,000 of that for Tech Salary. That leaves \$37,000 each year.

We will budget \$64,377 within LTFM for FY 21. Through March of 2021 we have expended \$59,896.50.

We will budget \$143,417 within Operating Capital for FY 21. Through March of 2021 we have expended \$99,846.87.



Rushford-Peterson School Board Committee Assignments 2021

Chairperson: Chris Grindland
December 2024

Board Directors: Jeff Michel
December 2022

Vice-Chair: Joyce Iverson
December 2022

Amy Woxland
December 2024

Treasurer: Ken Sawle
December 2024

Bonnie Prinsen (*Interim*)
November 2021

Clerk: Matt Helgemoe
December 2024

Community Education Advisory ---- Joyce Iverson & Matt Helgemoe

Facilities ----- Joyce Iverson, Jeff Michel & Ken Sawle

Budget & Finance – Chris Grindland, Ken Sawle & Toni Oian

HVED ----- Amy Woxland

Insurance -----Chris Grindland & Jeff Michel

Legislative ----- Joyce Iverson, Kathy Wade & Amy Woxland

Meet & Confer --- Chris Grindland & Amy Woxland

MSHSL -----Matt Helgemoe

Negotiations -----Chris Grindland, Joyce Iverson & Ken Sawle

Q Comp ----- Amy Woxland

R-P Foundation ---- Joyce Iverson, Kathy Wade & Amy Woxland

Safety Committee ---- Matt Helgemoe & Jeff Michel

School Policies -- Matt Helgemoe & Joyce Iverson

Staff Development ---- Amy Woxland

Technology -----Amy Woxland

Transportation -- Chris Grindland, Jeff Michel & Ken Sawle

Wellness ----- Joyce Iverson

World's Best Workforce – Kathy Wade

2021 COMMITTEE ASSIGNMENTS

GRINDLAND	IVERSON	SAWLE	HELGEMOE	MICHEL
Budget & Finance	Comm Ed. Advisory	Facilities	Comm Ed. Advisory	Facilities
Insurance	Facilities	Budget & Finance	MSHSL	Insurance
Meet & Confer	Legislative	Negotiations	Safety Committee	Safety Committee
Negotiations	Negotiations	Transportation	School Policies	Transportation
Transportation	R-P Foundation			
	School Policies			
	Wellness			

WOXLAND

HVED

Legislative

Meet & Confer

Q-Comp

R-P Foundation

Staff Development

Technology

My Proposal

Current contract is based on a 2% increase each year. If we added two percent each year to my current salary and then subtracted 20%.

Year	Current	20% Less	My Proposal
2021-22	\$124,848	\$99,878	\$100,000
2022-23	\$127,345	\$101,876	\$102,000
2023-24	\$129,892	<u>\$103,913</u>	<u>\$104,000</u>
Total Cost	\$382,085	\$305,677	\$306,000

My proposal would be a three year contract with annual salaries of \$100,000 - \$102,000 and \$104,000

260 Day Contract - 20% = 208 Day Contract

Vacation Days - Current 20 Days - 20% = 16 Vacation Days

Work calendar would be established yearly/monthly. Adjustments would be made as meetings and events dictate.

District's Savings Over Three Years with FICA/TRA included = \$88,091

Thank You

Jon

PROPOSED BUDGET REDUCTION - WORKSHEET #2

TOP-END TARGET FOR REDUCTIONS - - - 488,336 - 172,929 = **\$315,407**

- Estimated revenue does not take into account any enrollment gains or an increase in per pupil funding above 1%.
- FY 21 expenses may end lower than projected.
- Prospect of possibly utilizing ESSER Funds to temporarily offset General Fund expenses.

Proposed Cost Reduction - Superintendent's Recommendation

- 1) Utilize ESSER Funding to replace the cost of .20 FTE of our preschool teacher who will move to academic recovery for that portion of her full time contract. **\$15,321**
- 2) Do not replace a retiring elementary teacher. **\$91,968**
- 3) Retain elementary teacher and class size utilizing ESSER funding. **\$60,900**
- 4) Retain elementary music teacher utilizing ESSER funding **\$60,900**
- 5) Retain trades teacher / maintain staff and programs utilizing ESSER funding. **\$60,900**
- 6) Reduce Superintendent Contract by 20% **\$29,020**
- 7) Reduce Community Services Director by 12 or 24 days **\$3,687**

Sub Total **\$322,696**

Addition of special education teacher + add estimated \$60,900

Total **\$261,796**

- 8) Do not replace 7 hour paraprofessional #1 **\$19,814**
- 9) Do not replace 7 hour paraprofessional #2 **\$19,814**

Total **\$301,424**

- Total from Last Month \$273,925

Proposed cuts are roughly \$21,272 to \$53,611 short of \$315,407

Do we want to cut programming further (2 sections of 2nd grade?) and decrease costs now or do we wait a year from now to determine if deeper cuts are needed? In a year we will know if our enrollment numbers will rebound, we'll know the biennium per-pupil funding rate and we'll know the impact of ESSER funding.

Additional Information - We do know that in one year we will reduce a second year teacher and then a year later we will be able to reduce yet another. This results from a large class moving through the middle school that required additional staff.

We established open enrollment limits based on grade level enrollment to prevent this in future years.



Superintendent's Report

April 19, 2021

"Always Our Best"



Vision: Empowering all for lifelong learning

Mission: Creating an educational community where lifelong learning is valued, excellence is expected, and all are prepared for the future.

COVID-19 -

We'll take a few minutes to discuss any updated information relating to the coronavirus.

County Case Rates - Case rates have held steady for three weeks in a row with the last two weeks running right at 14-15 cases per 10,000 county residents.

School Aged Student Vaccinations - While there is no official word that a vaccine will be available for students younger than 16, Fillmore County has asked that we survey the families of our students that are at least 12 years of age to see if they are interested in receiving the Pfizer Vaccine at school.

STAFFING ADJUSTMENTS -

We have been working to set our staffing placements for next school year. Staff departures, budget cuts and the needs of our students have all been considered and it has created the potential for staff movement from current assignments.

There is also the potential that we may have one staff member who we will not be able to retain for next school year. This outcome is dependent on finding suitable candidates for the open music position.

ESSER II and ESSER III - Early Budget Look

I will have handouts at the meeting to allow you to take an early look at possible ESSER II and ESSER III Budgets

Community Education Board Report
April 2021 Report
Lisa Lawston

Youth Enrichment/Recreation:

- Tiffany Doehling began her Jazz and High Kick dance classes this month. They are going well! Tiffany is a great instructor and the girls are really enjoying her program. She teaches on Mondays and Saturdays.
- Pom class is also being offered this spring! This class attends on Thursdays after school. This is exciting to see this new class being offered!

Adult Enrichment:

- Permit to Carry Classes: Ongoing
- 55+ Driving Class: was held on April 6 from 12:30-4:30 P.M. (4 hour refresher class). There were 27 that attended. The class was held in the Forum Room and it was wonderful to hold an in person class again!
- 55+ Driving Class (8 hour) will be held on May 14 and 15.
- Spring Trip: Festival of Nations, Spring in the Cities, Dubuque Arboretum & Botanical Gardens & National Mississippi River Museum & Aquarium.

Adult Recreation:

- Hall Walking
- Fitness Center is going well with some new monthly and annual memberships that have been added.
- Last month I reported that I contacted an alumni of R-P wanting to hold outdoor pickleball this spring. I did not hear back from him, however I am still working with Roger Knutson on possibly painting pickleball lines at the existing tennis courts. This will be great for our community members that love pickleball!

Kids' Club Highlights:

- Average morning numbers for March: 14
- Average afternoon numbers for March: 20
- We provided all day care on the workshop day in March. However, we did not provide all day care on the workshop days in April. Reasoning, we were low on numbers for one day (in signing up for care) and the other reason is we held Early Childhood Screening on April 6 which occupied our Kids' Club classrooms along with both Amanda and I were involved in that event for the day.
- We are still in discussions with Wrap Around Care to offer that next year. We will need to analyze financial numbers before finalizing the program.

Lille By Preschool:

- We are currently taking registrations for the 2021-22 school year. We are currently at 57 registrations so far.
- Current preschool classes are going well. They are planning to have their annual field trip to Johnson Rolling Acres on April 29. There will be more restrictions in place due to Covid. We are pleased that they are willing to have a field trip for our preschoolers!

- I am pleased to report that MDE notified us that our Pathways II Early Learning Scholarship Funds have been preliminary accepted in the amount of \$75,000. The funding will be \$37,500 for 2022 and \$37,500 for 2023.

ECFE:

- The fifth and final session for this school year began on April 15/16 for both Thursday evenings and Friday mornings. Heather provides many fun activities for both classes.
- We will not be holding a Spring Fling (dance) for our families this year due to Prom being held differently. We are currently thinking of a “Daddy/Daughter Day” with holding a “Make and Take Class!”

EC Screening: we held an Early Childhood screening on Tuesday, April 6. We had 22 students scheduled to be screened. A special thank you to Heather Grigg for all her planning the screening, the day went beautifully. Also special thank you’s to the entire team that made the day happen: Emily Johnson, Alison Kjos, Tracy Smith, Tracy Agrimson, Kelly Smith, Amanda Miller and joining us this year, Stephanie Evenson!

Upcoming Planning: We finalized our spring summer planning and went to press the end of March. A special thank you to Jason Sethre and his team at the Fillmore County Journal in the assistance of printing and delivering of the brochures. Registrations are coming in, which is very exciting to see happen again! Kids and adults are ready! Here is the [link](#) to the brochure. A HUGE thank you to our sponsors this year! We are so very grateful for:

Diamond Level \$1000
Rushford Foods
Rushford State Bank
Sapphire Level \$500
City of Rushford Village
R-P Booster Club
American Legion Post 94
American Legion Post #526
Emerald Level \$250
David E. Taber, Orthodontics
Hoff Funeral Homes
Merchants Bank
Rollings Hills Transit
Rushford Lions Club
M&M Lawn and Leisure
Winona Health
Ruby Level \$100
Darr Auctions and Realty
Ross Himlie Photography

AcenTek
MiEnergy Cooperative
Norman's Electric Service
L & L Volkman Auto Body Repair
Pams Corner
Brown's Tire and Battery Inc

Fitness Center: We have the following members:

- 22 annual members
- 13 monthly members
- 17 Senior Citizen members (9 Silver & Fit members and 15 senior citizen members) - the frequency of the senior citizens using the FC declined this past year, however some are beginning to come back.
- 9 Police Officer members
- 1 Teacher substitute rate

Staffing update: Within the School Board meeting tonight, Amanda Miller has decided to resign to begin a career at Mayo Clinic. Amanda has been such a joy to work with daily for over the past eight years and I know I will miss her but am very excited for her new opportunity! I want to be sure that she is recognized for her dedication and wonderful work for R-P Schools. She has done such a great job and really upholds the motto, "Always our Best." I wish Amanda the best of luck!

Wellness Grant: In February, I collaborated with Gary Wade, PE Teacher, to write the wellness grant through Southeast Service Coop. We came up with an idea to enhance the equipment within the PE department along with the Fitness Center for our students, staff and community. The grant totaled \$4,400. Please see the attached items Gary requested, what Rogue Fitness came in with in quotes. We are very pleased with everything we were able to purchase and what a great enhancement to our facility!

Prior to that, the Wellness Grant I submitted earlier in the school year was also approved for \$1200. Together with the \$4,400 and the \$1,200 I was able to purchase 55 Minnesota State Park passes for our staff members. This was received very well by staff!



545 E. 5TH AVE.
COLUMBUS, OH 43201

(614) 358-6190
TEAM@ROGUEFITNESS.COM

OFFICIAL QUOTE

Bill To:
LISA LAWSTON
RUSHFORD-PETERSON SCHOOLS
1000 PINE MEADOWS LANE
RUSHFORD MN 55971

Ship To:
LISA LAWSTON
RUSHFORD-PETERSON SCHOOLS
1000 PINE MEADOWS LANE
RUSHFORD MN 55971

Total Equipment Cost	\$3,335.73
Shipping (UPS Ground)	\$192.52
Grand Total	\$3,528.25

Quote #: 92433

Weight	Brand	Item Description	SKU	QTY	Price	Total	Details
28 lbs	Rogue	Rogue C-60B Bar (CK Black Shaft / Chrome Sleeve)	RA1914-EBLACK-DC	3	\$269.50	\$808.50	
11.75 lbs	Rogue	Medball 10 LB Black	RA0630-BK	1	\$73.60	\$73.60	
13.88 lbs	Rogue	Medball 12 LB Black	RA0631-BK	1	\$78.20	\$78.20	
18.07 lbs	Rogue	Medball 16 LB Black	RA0633-BK	1	\$87.40	\$87.40	
22.03 lbs	Rogue	Medball 20 LB Black	RA0635-BK	1	\$96.60	\$96.60	
13 lbs	Rogue	Rogue Parallel Landmine Handle - Standard Grip	RA0947	3	\$60.00	\$180.00	
76 lbs	Rogue	TB-1 Trap Bar 2.0	RA2015	2	\$283.94	\$567.88	
33.68 lbs	Rogue	Swiss Mount Brackets (with pipes)	RF0613	1	\$76.00	\$76.00	
6.25 lbs	Rogue	Rogue ML/Infinity Rope Attachment Anchor	RA1054	1	\$24.00	\$24.00	
17.96 lbs	Rogue	Rogue 45' Sheathed Conditioning Rope	SH0004	1	\$249.95	\$249.95	
2 lbs	Gill Athletics	12" Step Hurdles (ea)	TA166	1	\$9.10	\$9.10	
2 lbs	Rogue	Abmat Hip Thrust Pad	AB0013	2	\$49.95	\$99.90	

* Shipping quotes are only valid for 24 hours

* All previous versions of this form are obsolete

* Please ensure the items and quantities on this quote are correct prior to placing your order

* Custom products require review and approval by the Rogue creative team and may require modifications to be manufactured.

3.02 lbs	Rogue	Rogue Bumper AB Roller	AD0148	2	\$38.40	\$76.80	
2.6 lbs	TRX	The TRX Sweat System	TX0006	4	\$179.95	\$719.80	
1.66 lbs	Weaver Leather	Rogue 3" Ohio Belt - Large	WL0037-L	1	\$94.00	\$94.00	
1.54 lbs	Weaver Leather	Rogue 3" Ohio Belt - Medium	WL0037-M	1	\$94.00	\$94.00	

* Shipping quotes are only valid for 24 hours

* All previous versions of this form are obsolete

* Please ensure the items and quantities on this quote are correct prior to placing your order

* Custom products require review and approval by the Rogue creative team and may require modifications to be manufactured.

Equipment	Quantity	Price per One	Total	Link
TRX Ropes	4	\$179.95	\$719.80	https://www.roguefitness.com/the-trx-sweat-system
Powermax Stability Balls	3	\$32.00	\$96.00	https://www.roguefitness.com/powermax-stability-balls
Parallel Landmine Handle	3	\$62.50	\$187.50	https://www.roguefitness.com/rogue-parallel-landmine-handle
25 lb Barbell	4	\$360	\$1440	https://www.roguefitness.com/c-60b-bar-and-bumper-set
Rogue TB-1 Trap Bar 2.0	2	\$295.00	\$590.00	https://www.roguefitness.com/rogue-tb-1-trap-bar-2-0
Medicine Ball 20 lbs	1	\$105	\$105	https://www.roguefitness.com/rogue-medicine-balls Applies for all the other medicine balls.
Medicine Ball 16 lbs	1	\$95	\$95	^
Medicine Ball 12 lbs	1	\$85	\$85	^
Medicine Ball 10 lbs	1	\$80	\$80	^
Rogue Swiss Brackets - Medball Storage	1	\$77.95	\$77.95	https://www.roguefitness.com/rogue-swiss-brackets
Rogue Bumper Ab Roller	2	\$40.00	\$80.00	https://www.roguefitness.com/rogue-bumper-ab-roller
Step Hurdle - Agility 12"	1	\$68.00	\$68.00	https://www.roguefitness.com/step-hurdles
Hip Thruster Pad	2	\$49.95	\$99.90	https://www.roguefitness.com/abmat-hip-thrust-pad

Rogue 3" Ohio Belts	2	\$94.00	\$188.00	https://www.roguefitness.com/rogue-3-ohio-belt
Rogue 45' Sheathed Conditioning Rope	1	\$249.95	\$249.95	https://www.roguefitness.com/rogue-45-sheathed-conditioning-rope
Rogue ML/Infinity Rope Attachment Anchor	1	\$25.00	\$25.00	https://www.roguefitness.com/rogue-ml-infinity-rope-attachment-anchor
Possible ways to get down to \$3,550.00 [-637.10]			\$4,187.10	

Elementary School Board Report
April 19, 2021
Mrs. Shepard
Respect. Integrity. Excellence.

Elementary Classroom Updates- written by classroom teachers

Angela Shepard-

Administrative Professional Day- April 21st– Thank you Sarah for all the wonderful things you do daily for our staff and students.

Teacher Appreciation Week – May 3-7

5th Grade – May 12-14 Eagle Bluff Trip

4th Grade- Farm Safety Trip- Preston

Flag Patrol – Thank you to the Lions for doing our PM flags the past 4 Mondays.

Kindergarten- Krissy Kelly, Lacey Drinkall

Kindergarten is getting busier!! We will begin our life cycle units very soon (butterfly, chicken, frog, plants). We will have caterpillars, tadpoles and plants in the classroom to help us learn more about their life cycles. On April 26th, Kindergarten will begin its "ABC Countdown to Summer." We do fun activities each day to match the letter of the day (B- Bubble day, P-picnic day, etc). When we finally get to Z (the last day), we will "Zoom into Summer!"

1st- Becky Lind, Jessica Burt, Tanya Nelson

First grade has had a wonderful start to our final semester. In reading, we've been reading fun stories about what we treasure and working on clovering in VoWac. In math, we are working on two-dimensional geometry and will be learning about fractions soon! We've been busy with our poetry unit and writing journals about spring; as well as, learning more about nouns, verbs, and adjectives. Our science and social studies topics this spring include: rocks and minerals, goods and services, vibration of materials, speed of light, and the food pyramid/healthy habits. The students are really excited about spring and the warmer temperatures!

2nd- Fay Himlie, Shannon Kopperud

Second grade has been busy learning all about weather this past month. We learned about the water cycle, and even got to watch it in action through an experiment. Now we are watching how plants grow with our new Root-View gardens we were able to purchase with some money that was gifted to us from our families. In social studies, we are learning about Native Americans and settlers, and how their lives were different from ours. In math, we are learning how to collect and display data, and in reading we have been enjoying our new books we have been able to purchase with the money we collected from our coin drive during I Love To Read Month. The students were very excited to be able to choose books to take home.

3rd- Hannah Pape- Patty McAllister, Jade Olstad- Terry Pelzl

The third grade is working on geometry in math class. They are also busy working on a Living Things unit in Science. They are enjoying doing a research project on animals.

4th- Jon Theuer, Meredith Johnson

Greetings from the 4th Grade!

We are grinding away in April! We are currently working on Geometry in Math and are just starting to measure angles. In Reading, we are preparing for MCA's by reading stories and answering questions. In Science, we are being electrified by the world of electricity and magnets. Thank you!

5th Grade- Dave Lind, Emily Charlebois, Chris Drinkall

5th grade is finishing up our preparations for the upcoming MCA tests in math, reading, and science. Student teams have started reading to prepare for our Battle of the Books, and we are looking forward to our May stay at Eagle Bluff.

K-1-2 Intervention- Margaret Marklowitz

22 students - reading remediation

8 students - K math remediation

4 - 1;1 Distance Learning students - reading remediation - total of 1 1/2 hours per week per student

3-4 Intervention – Mary Wolter

In 4th grade distance learning, we continue to progress through the 4th grade curriculum. Along with ELA Skills and Math, we've been studying the regions of the United States.

In grades 3-4 intervention, we support the classroom to build basic skills.

K-3 Distance Learning- Tami Tinderholt

Kindergarten: Math- Working on counting, adding and subtracting. Reading-Working on writing sentences and building fluency.

1st Grade: Math-Shapes and Combining Shapes. Reading-Finishing Unit 4 this week!

2nd Grade: Math-Working with graphs. Reading- Finishing Unit 4 this week!

3rd Grade: Math- Working on shapes and angles. Reading- Learning some Spanish in our bilingual story this week.

PE- K-3 – Teresa Brown

3rd grade has been learning the game of Spikeball also called round net. Kindergarten through 2nd grade have been working on basketball skills. The benchmark for 2nd grade basketball is Dribble with preferred hand while remaining in personal space, demonstrating a maturing pattern. 1st grade benchmark for basketball is dribble with preferred hand while remaining in personal space and the benchmark for kindergarten is dribble with one hand attempting a second contact.

PE- 4th-5th- Nikki Schultz

4th and 5th grade is currently working on Spike ball and the next unit we are looking at doing is Angle ball!

Special Education – Carissa George, Aspen Hartmann

SPED classrooms in grades K-5 continue to work on building and strengthening skills and strategies that help students be successful in the general education curriculum. These skills and strategies include increasing basic reading skills, reading fluency and comprehension, number identification, fact fluency and problem solving, written language, social skills, time management, handwriting skills, and organizational skills.

EL – Kim King

EL Students finished up ACCESS testing for the year. Results are typically shared with schools at the beginning of summer, but with the testing window being extended this year, that could change. 5th and 6th grade distance learners have been gearing up for their MCA tests and they have worked hard! 5th grade has taken 2/3 of their tests, and 6th grade has taken 1/2.

Middle/High School Board Report

April 19, 2021

Mr. Timm

Respect – Integrity – Excellence

GOAL 1: Personalize learning for all students in pursuit of their academic excellence.

Middle School Honor Roll Information:

	A Honor Roll	B Honor Roll	Total
6 th Grade	28	18	46/64 (71.9%)
7 th Grade	26	19	45/61 (73.8%)
8 th Grade	19	19	38/60 (63.3%)
Total	73	56	129/185 (69.7%)

High School Honor Roll Information:

	A Honor Roll	B Honor Roll	Total
9 th Grade	11	21	32/49 (65.3%)
10 th Grade	11	16	27/53 (50.9%)
11 th Grade	16	12	28/44 (63.6%)
12 th Grade	17	14	31/45 (68.9%)
Total	55	63	118/191 (61.8%)

I want to applaud our MS/HS teachers for their innovative thinking this year and espically 3rd Trimester in terms of creating independent learning options and project based learning options for our students. Many of our staff found ways to teach creative problem solving, time management, independent thinking/learning on at home learning days while at the same time teaching their curriculum/standards. We have had many students come into the building and get remediation help along with students coming in and getting enrichment activities during at home learning days. I am very proud of the staff and finding ways to help our struggling students and challenge our high end students.

GOAL 2: Develop well-rounded students in the areas of character, community & academics.

Class of 2021 Motto: “There (are) a million things I haven’t done, and just you wait.” – Lin Manuel Miranda

Class Flower: White Alstroemeria

Graduation Location:

May 30, 2021

1:30 PM

High School Gymnasium

Class Officers:

President: Julia Maynard

Vice President: Isabelle Olson

Secretary: Ben Weiser

Treasurer: Alyvia Eide

	I meet with the seniors last week to give update on graduation. Currently using guidance from MDH and capacity limits of our gymnasium, we are planning on having the ceremony in our gymnasium with graduates sitting in chairs on the gym floor and guests sitting in the bleachers on each side. Currently each graduate will be given six tickets for family/friends. We will be streaming the ceremony through our YouTube Channel as well. I am working with Nurse Evenson to create preparedness plans for both graduation and prom. Stephanie has done a wonderful job this year working with all staff in terms of creating plans for different activities, events, etc. We currently have 7 seniors who have volunteered 160+ hours in the community over the past three years and will earn their silver cord at senior awards to wear during graduation. Seniors have until April 30th to turn in their hours. Our Middle School is discussing ways to give back to the community. They have a “fun day” for the students planned on Friday, April 30th and one of the activities they are working on is a community service project or cleaning up of school grounds. In addition, on Wednesday, June 1st the middle school staff is looking at potential community service projects/clean up our 8th graders can do prior to 8th grade graduation
GOAL 4: Promote and provide positive school and community culture that engages all stakeholders.	Prom Update: - Prom is scheduled for Saturday, May 15th. After consultation with area schools and reviewing guidance, we will be allowing guests to our prom. Grand March is scheduled for 8:00 on the football field followed by a dance in our high school gymnasium. In the event of inclement weather, the grand march will be moved to the Auditorium with prom royalty parents only, and will be live streamed. On May 12th in partnership with local business and organized by Jen Hengel of the Rushford Chamber of Commerce, our Juniors and Seniors will attend “Career Exploration Day” at businesses around the Rushford-Peterson Area. It was a great way to connect our students with many local businesses.
Miscellaneous	May 7 – MS Science Fair May 15 – Prom May 23 – Senior Awards May 27 – Last Day for Seniors May 28 – 8th/9th Graders – Valleyfair field trip May 30 – Graduation June 2 – 7th Grades – Whitewater State Park field trip June 3 – 8th Grade Graduation June 3 – Last Day of School



John Loney RP Activities

April Board Report

- The Dugout construction for the varsity softball field is almost complete. The Dugouts themselves are completed, Electrical (partially completed, fencing gates are completed. Wayne Rye did a great job with the construction of the dugouts! Jackson King and his shop class have begun constructing the benches for the dugouts.
- Spring numbers by sport:
 - Softball: Varsity-13, Jr. High-12
 - Baseball: Varsity: 14, JV-10, Jr. High-16
 - Track Boys/Girls: Varsity-32, Jr. High-29
 - Golf Boys/Girls Varsity-13, Jr. High-10
- Spring Sports are underway and the weather has cooperated so far.
- We are making every attempt to live stream our varsity home events. All home varsity baseball games will be live streamed on our youtube channel. Sadly home softball games won't be able to be live streamed because the internet signal at the varsity softball field doesn't have a strong enough connection.
- COVID Spring Protocols: Per the MDH and MSHSL all athletes are required to wear a mask at all times (unless physically exerting themselves). Fans, game officials, workers and anyone in attendance at MSHSL events are also required to wear a mask.
- Our BBB/GBB youth teams practiced and participated in the regional Pacesetter Tourneys in Rochester last month. Grade Levels that participated: 6th Boys, 5th Boys, 6th Girls, 5th Girls, and 4th Girls.

THANK-YOU'S:

- Holly Ekern for her work in setting up anything and everything and development of all of our VR programs, signup sheets for game days....the list goes on and on.....
- Parents, Coaches, Players in their continued flexibility with schedules, practices, games and other things that seem to change hour-hour, day-day, and week-week.
- Steph Evenson helping and assisting me with all and any COVID related things.
- All youth basketball coaches who coached any of our youth teams!
- Coach Drinkall and Coach Hatch's BBB/GBB programs for paying for the entry fees for this past month's Pacesetter Tourney's

Just a reminder of the RP Twitter Account: @RPTrojansJLoney if you want to keep track of RP activities..

GO TROJANS!

Sincerely,

John Loney, RP Activities Director