



Agenda
Regular School Board
Meeting
Tuesday, September 12,
2023
6:30 PM

1. Call to Order, Roll Call
2. Agenda Adjustments
3. Announcements, Comments, Recognitions
 - 3.a. Land Acknowledgment
4. Summary of Community Input Received for Action Items
5. Consent Agenda
 - 5.a. Minutes - Board Meeting of August 15, 2023
 - 5.b. Payment of Bills
 - 5.c. Personnel - Resignations, Appointments, Reductions
 - 5.d. Gifts
 - 5.e. Milk and Milk Product Bids
6. Reports and Non-Action Items
 - 6.a. First Day of School Report
Speaker(s): Melissa Sonnek
 - 6.b. Solar Energy Update
Speaker(s): Shari Thompson
7. Action Items
 - 7.a. 2023-2025 Cultural Liaison Contract
Speaker(s): Kenyatta McCarty and Shari Thompson
 - 7.b. Policy 416/506: Discrimination, Harassment and Violence Prevention Policy (revised) Second Reading
Speaker(s): Melissa Sonnek
8. Study Session Report
9. Board Reports
Speaker(s): Board Members
10. Superintendent's Report
Speaker(s): Superintendent Jenny Loeck
11. Adjournment

MINUTES OF THE REGULAR MEETING, SCHOOL BOARD, INDEPENDENT
SCHOOL DISTRICT NO. 623, 1251 West County Road B2, Roseville, MN 55113

August 15, 2023

Chair Curtis Johnson called the school board meeting to order at 6:30 p.m. Board members present: Todd Anderson, Mike Boguszewski, Rose Chu, Mannix Clark, Kitty Gogins, Curtis Johnson. Board members absent: none. Also present: Jenny Loeck, superintendent of schools, and approximately nine other visitors or staff who attended all or part of the meeting.

Announcements, Comments, Recognitions. Chair Johnson read a land acknowledgment to begin the meeting.

Summary of Community Input Received for Action Items. The board received no community input regarding the evening's action items.

- (1) Consent Agenda. Gogins moved, Anderson seconded acceptance of the consent agenda, including the minutes of the school board meeting on June 27, 2023; payment of bills; resignations, appointments, reductions, adjustments; gifts; a memorandum of understanding with paraprofessional employees; and a contract with the Roseville Police Department to provide a school resource officer at Roseville Area High School for the 2023-2024 school year. Ayes: Anderson, Boguszewski, Chu, Clark, Gogins, Johnson. Nays: none. Motion carried unanimously.
 - (2) Retirements. Anderson moved, Chu seconded the retirements of Jane Aguilar, Shannon Brandt, Vicki Day, Janet Johnson and Maureen Scarrella with appreciation. Ayes: Anderson, Boguszewski, Chu, Clark, Gogins, Johnson. Nays: none. Motion carried unanimously.
- Policy 416/506: Discrimination, Harassment and Violence Prevention Policy (revised) First Reading. Melissa Sonnek, assistant superintendent, presented proposed revisions to policy 416/506: Discrimination, Harassment and Violence Prevention Policy as a first reading. Revisions include updates to the definitions section of the policy.
- (3) Policy 510: Student Dress (revised) Second Reading. Gogins moved, Anderson seconded approval of policy 510: Student Dress. Ayes: Anderson, Boguszewski, Chu, Clark, Gogins, Johnson. Nays: none. Motion carried unanimously.
 - (4) 2025-2033 Long Term Facilities Maintenance Plan. Anderson moved, Clark seconded approval of the district's Long-Term Facilities Maintenance Capital Expenditure Plan for fiscal years 2025-2033. Ayes: Anderson, Boguszewski, Chu, Clark, Gogins, Johnson. Nays: none. Motion carried unanimously.
 - (5) Reschedule October 10, 2023, School Board Meeting. Gogins moved, Anderson seconded approval of a recommendation to reschedule the October 10, 2023, community input listening session, regular school board meeting and work study session to October 12, 2023, at 6:00 p.m., 6:30 p.m. and 7:00 p.m., respectively. The superintendent and her administrative team will be attending a strategic planning workshop October 10-11, 2023.

Ayes: Anderson, Boguszewski, Chu, Clark, Gogins, Johnson. Nays: none. Motion carried unanimously.

Board Reports. Mike Boguszewski provided an update on the status of Equity Alliance MN. Kitty Gogins attended a professional development session about Cognitively Guided Instruction in mathematics. Rose Chu shared take-aways from the Leading in Equity, Action, and Diversity (LEAD) conference. Mannix Clark provided updates from the most recent Northeast Metro 916 board meeting. Curtis Johnson attended an Association of Metropolitan School Districts meeting and the Rice Street Gardens summer celebration, participated in a Project Scientist event, and visited a STEM Freedom School in St. Paul. Chair Johnson was also a panelist for a “Geeks in Government” session at the CONvergence convention. Several board members participated in or attended the Little Canada Canadian Days parade, the Minnesota School Boards Association’s summer conference, and Roseville Area Schools’ Community Education Extravaganza.

Superintendent’s Report. Superintendent Loeck highlighted school improvement planning work led by the assistant superintendent and the Office of Educational Equity. Dr. Loeck noted the change in location for all school board meetings to the Fairview Room at Anpétu Téča Education Center. She congratulated Roseville Area Schools’ 2023 Athletic Hall of Fame inductees and invited the community to attend the induction ceremony and football game on September 8. She thanked Director of Community Education Cyndi Arneson and her team for a successful and well-attended Community Education Extravaganza. Finally, Superintendent Loeck commented on the district’s commitment to implement clean energy initiatives that benefit students, staff and the wider community.

The Chair declared the meeting adjourned at 7:11 p.m.

Signed _____
Clerk

Approved _____
Chair

August 15, 2023

Meeting Date: September 12, 2023

PAYMENT OF BILLS:
-July 1 - July 31, 2023

That bills in the amount of: **\$9,900,847.79** by the following funds be approved:

GENERAL	\$5,027,661.32
FOOD SERVICE	\$133,158.40
COMMUNITY SERVICE	\$534,161.65
BUILDING FUND	\$722,591.48
DEBT FUND	\$3,052,408.75
READING RECOVERY	\$0.00
AMSD	\$26,422.21
OPEB DEBT	\$237,387.50
DENTAL INS FUND	\$88,905.24
NO SUBURBAN COLLABORATIVE	\$78,151.24
EXTRA CURRICULAR-STU ACTIVITY	\$3,346.44

RECOMMENDATION:

That above payments are included in check numbers:

WIRE TRANSFERS	202300000	through	202300049
CHECKS	349182	through	349574
CAPITAL ONE AP CHECKS	7768	through	7832
ACH A/P	232410001	through	232410096

PAYMENT DISTRIBUTION BY FUND:

	GENERAL	FOOD SERVICE	COMMUNITY SERVICE	BUILDING CONSTRUCT	DEBT FUND	Delta Dental Self Insured	28-RR Fiscal Agent	29-AMSD Fiscal Agent	OPEB	N SUB COLL/ SCHLSHP	EXTRA CURR-STU ACTIVITY	TOTAL DISBURSEMENTS
WIRE TRANSFERS	\$2,247,448.41	\$30,371.23	\$176,732.57		\$3,050,508.75	\$88,905.24		\$7,383.52	\$237,387.50	\$200.91	\$112.40	\$5,839,050.53
CHECKS	\$1,477,043.85	\$48,076.34	\$114,318.22	\$722,591.48	\$1,900.00			\$1,354.49		\$79,341.41	\$1,140.09	\$2,445,765.88
CAPITAL ONE A/P	\$203,809.53	\$6,998.57	\$8,089.44								\$1,976.42	\$220,873.96
ACH A/P	\$11,643.02	\$708.43	\$347.72								\$117.53	\$12,816.70
TRANSFER TO P/R	\$1,088,977.77	\$47,403.83	\$245,894.76					\$17,684.20		\$231.92		\$1,400,192.48
VOID CHECKS	(\$1,261.26)	(\$400.00)	(\$11,221.06)							(\$1,623.00)		(\$14,505.32)
TOTAL	\$5,027,661.32	\$133,158.40	\$534,161.65	\$722,591.48	\$3,052,408.75	\$88,905.24	\$0.00	\$26,422.21	\$237,387.50	\$78,151.24	\$3,346.44	\$9,904,194.23

BOND CONSTRUCTION FUNDS

July 1, 2023				
Cash & Investments	Balance	Revenue 7/1 to 7/31	Disbursements 7/1 to 7/31	Balance Remaining as of 7/31/23
	\$9,994,411.79	\$0.00	\$269,408.90	\$9,725,002.89

RECOMMENDATION:

The above disbursements include check numbers:

CHECKS July 1 - July 31, 2023	102663	through	102666	\$269,408.90
WIRES		through		\$0.00
VOID CHECKS				\$0.00

Human Resources Information

5-C

Meeting Date

09/12/23

Change in Continuing Contract

Hegelmeyer, Suzanne

Effective Date 08/28/2023

Roseville Area High School

World Language Teacher

Was working a .5 FTE and will be working a .58 FTE for the 2023-2024 school year.

Kay, Heather

Effective Date 08/01/2023

Roseville Area High School

Associate Principal

Was working a .52 FTE as Interim Associate Principal and is now working a 1.0 FTE as an Associate Principal.

Novotny, Katherine

Effective Date 08/28/2023

Little Canada Elementary

Reading/Math Interventionist

Was working a .36 FTE and will be working a .5 FTE for the 2023-2024 school year.

Schmitt, Vanessa

Effective Date 08/28/2023

Roseville Area High School

Occupational Therapist

Was working a .75 FTE and will now be working a 1.0 FTE for the 2023-2024 school year.

Change of Position

Baden, Beth

Effective Date 08/28/2023

Brimhall Elementary

Special Education Paraprofessional

Was working as Nutrition Assistant and will now be working as a Special Education Paraprofessional.

Killian, Teghan

Effective Date 08/21/2023

Parkview Center School

Out of School Time Specialist

Was working as a Special Education Paraprofessional and will now be working as an Out of School Time Specialist.

Human Resources Information

5-C

Meeting Date

09/12/23

Schroeder, Michael

Effective Date 08/01/2023

Roseville Area High School

Associate Principal

Was working as a TOSA and is now working as an Associate Principal at Roseville High School.

Extended Leave MS 122A.46

Pierce, Bartt

Effective Date 06/12/2023

Roseville Area Middle School

Language Arts Teacher

Requesting an extended leave through the end of the 2027-2028 school year.

Hired-New Licensed

Akofio-sowah, Nii

Effective Date 08/28/2023

Roseville Area High School

Special Education Teacher

Hired working a 1.0 FTE for the 2023-2024 school year.

Bykowski, Angela

Effective Date 08/28/2023

Brimhall Elementary

School Nurse

Hired working a 1.0 FTE for the 2023-2024 school year.

Chermack, Shelly

Effective Date 08/28/2023

Roseville Area High School

Math Teacher

Hired working a 1.0 FTE for the 2023-2024 school year.

Crosby, Vienna

Effective Date 08/28/2023

Fairview Alternative High School

Language Arts Teacher

Hired working a .25 FTE for the 2023-2024 school year.

Human Resources Information

5-C

Meeting Date

09/12/23

Devine, Jacob

Effective Date 08/28/2023

Roseville Area Middle School

Language Arts Teacher

Hired working a .67 FTE for the 2023-2024 school year.

Klinger, Sarah

Effective Date 08/28/2023

Roseville Area High School

Special Education Teacher

Hired working a 1.0 FTE for the 2023-2024 school year.

Koslowski, Lidys

Effective Date 08/28/2023

Roseville Area Middle School

World Language Teacher

Hired working a .93 FTE for the 2023-2024 school year.

Linehan, Grady

Effective Date 08/28/2023

Parkview Center School

AVID Elective Teacher

Hired working a .41 FTE for the 2023-2024 school year.

Meck, Stacy

Effective Date 08/30/2023

Edgerton Elementary

Elementary Teacher

Hired working a 1.0 FTE for the 2023-2024 school year.

O'connor, Madelyn

Effective Date 08/28/2023

Central Park Elementary

Intervention Teacher

Hired working as a .25 FTE for the 2023-2024 school year.

Stanley, David

Effective Date 08/28/2023

Roseville Area Middle School

Math Teacher

Hired working a .8 FTE for the 2023-2024 school year.

Human Resources Information

5-C

Meeting Date

09/12/23

Swanson, Lindsey

Effective Date 08/28/2023

Parkview Center School

Special Education Teacher

Hired working a 1.0 FTE for the 2023-2024 school year.

Zellmer, Stephanie

Effective Date 08/28/2023

Emmet Williams Elementary

Special Education Teacher

Hired working a 1.0 FTE for the 2023-2024 school year.

Hired-New Licensed Long Term Substitute

Bird, Lauren

Effective Date 08/28/2023

Parkview Center School

Music Teacher

Hired working as a 1.0 FTE Long Term Substitute through 12/21/23.

Garland, Matthew

Effective Date 08/28/2023

Roseville Area Middle School

Math Teacher

Hired working as a 1.0 FTE Long Term Substitute for the 2023-2024 school year.

O'connor, Madelyn

Effective Date 08/28/2023

Central Park Elementary

Intervention Teacher

Hired working a .5 FTE Long Term Substitute for the 2023-2024 school year.

Peterson, Maia

Effective Date 08/28/2023

Emmet Williams Elementary

Special Education Teacher

Hired working as a 1.0 FTE Long Term Substitute through 11/1/2023.

Human Resources Information

5-C

Meeting Date

09/12/23

Peterson, Drewe

Effective Date 08/28/2023

Roseville Area Middle School

Language Arts Teacher

Hired working as a 1.0 FTE Long Term Substitute for the 2023-2024 school year.

Stempinski, Courtney

Effective Date 08/28/2023

Central Park Elementary

Elementary Teacher

Hired working as a 1.0 FTE Long Term Substitute through October 27, 2023.

Hired-New Non-Licensed Long Term Substitute

Jackson, Sherry

Effective Date 08/28/2023

Parkview Center School

Office Support Staff

Hired working 6 hours per day as a long term substitute through 6/6/2024.

Hired-Non-Licensed

Agrimson, Jenell

Effective Date 08/28/2023

Brimhall Elementary

Special Education Paraprofessional

Hired working 7 hours per day.

Allen, Sylvia

Effective Date 08/28/2023

Roseville Area High School

Student Support Clerk

Hired working 8 hours per day.

Begley, Brenda

Effective Date 08/28/2023

Roseville Area High School

Student Support Clerk

Hired working 8 hours per day.

Human Resources Information

5-C

Meeting Date

09/12/23

Brown, Ka'naecia

Effective Date 09/08/2023

Central Park Elementary

Special Education Paraprofessional

Hired working 6 hours per day.

Cespedes De Pena, Yolanda

Effective Date 08/28/2023

Roseville Area High School

Special Education Paraprofessional

Hired working 7 hours per day.

Charel, Indira

Effective Date 08/28/2023

Emmet Williams Elementary

Special Education Paraprofessional

Hired working 3 hours per day.

Dailey, Amy

Effective Date 08/29/2023

Central Park Elementary

Paraprofessional

Hired working 6 hours per day.

Davisson, Cameron

Effective Date 08/28/2023

Harambee Elementary

Out of School Time Specialist

Hired working 8 hours per day.

Einte, Jawahir

Effective Date 09/05/2023

Central Park Elementary

Paraprofessional

Hired working 5 hours per day.

Eiswald, Ari

Effective Date 08/28/2023

Falcon Heights Elementary

Paraprofessional

Hired working 6 hours per day.

Human Resources Information

5-C

Meeting Date

09/12/23

Franco, Nixia

Effective Date 08/28/2023

Roseville Area Middle School

EL Paraprofessional

Hired working 6 hours per day.

Freeman, Laura

Effective Date 08/31/2023

Brimhall Elementary

Paraprofessional

Hired working 4 hours per day.

Giorgi, Roxanna

Effective Date 08/28/2023

Parkview Center School

Special Education Paraprofessional

Hired working 6.75 hours per day.

Gonzalez Gurrola, Yajaira

Effective Date 08/14/2023

Roseville Area High School

Health Assistant

Hired working 8 hours per day.

Gurung, Premika

Effective Date 08/28/2023

Roseville Area High School

English Language Paraprofessional

Hired working 7 hours per day.

Hunter, Inez

Effective Date 08/28/2023

Brimhall Elementary

Special Education Paraprofessional

Hired working 7 hours per day.

Irving, Tiffany

Effective Date 08/28/2023

Roseville Area Middle School

Health Assistant

Hired working 7 hours per day.

Human Resources Information

5-C

Meeting Date

09/12/23

Jackman-williams, Evoni

Effective Date 09/05/2023

Emmet Williams Elementary

Paraprofessional

Hired working 7 hours per day.

Jones, Marlicia

Effective Date 08/28/2023

Parkview Center School

Special Education Paraprofessional

Hired working 6.75 hours per day.

Ka, Katherine

Effective Date 08/28/2023

Little Canada Elementary

Paraprofessional

Hired working 6 hours per day.

Khanal, Datta

Effective Date 08/28/2023

Roseville Area Middle School

Special Education Paraprofessional

Hired working 7 hours per day.

Klein, Anita

Effective Date 09/05/2023

Brimhall Elementary

Nutrition Assistant

Hired working 5.75 hours per day.

Macon, Jonathan

Effective Date 08/31/2023

Roseville Area High School

Paraprofessional

Hired working 8 hours per day.

Moeller, Matthew

Effective Date 08/31/2023

Districtwide

Custodial Services

Hired working 8 hours per day.

Human Resources Information

5-C

Meeting Date

09/12/23

Owens, Malik

Effective Date 08/31/2023

Districtwide

Custodial Services

Hired working 8 hours per day.

Paz, Alicia

Effective Date 08/28/2023

Roseville Area Middle School

Paraprofessional

Hired working 7 hours per day.

Sallee, Annelane

Effective Date 08/28/2023

Parkview Center School

Program Assistant

Hired working 6 hours per day.

Saxton, Linsey

Effective Date 08/28/2023

Emmet Williams Elementary

Special Education Paraprofessional

Hired working 7 hours per day.

Seguin, Jocelyn

Effective Date 08/28/2023

Roseville Area High School

Special Education Paraprofessional

Hired working 7 hours per day.

Sherman, Kenia

Effective Date 09/11/2023

Roseville Area High School

English Learner Paraprofessional

Hired working 7 hours per day.

Smith, Zay

Effective Date 09/08/2023

Roseville Area Middle School

Special Education Paraprofessional

Hired working 7 hours per day.

Human Resources Information

5-C

Meeting Date

09/12/23

Spriggs, Raven

Effective Date 08/28/2023

Roseville Area High School

Special Education Paraprofessional

Hired working 7 hours per day.

Terrell, Jewel

Effective Date 08/28/2023

Roseville Area High School

Special Education Paraprofessional

Hired working 7 hours per day.

Terrell, Sha'nii

Effective Date 08/28/2023

Roseville Area Middle School

Special Education Paraprofessional

Hired working 7 hours per day.

Thompson, Rebecca

Effective Date 08/28/2023

Roseville Area Middle School

Registrar

Hired working 7.5 hours per day.

Vann-jackson, Sydney

Effective Date 08/28/2023

Emmet Williams Elementary

Special Education Paraprofessional

Hired working 7 hours per day.

White, Sara

Effective Date 08/28/2023

Brimhall Elementary

Special Education Paraprofessional

Hired working 7 hours per day.

Wright, Claresa

Effective Date 09/05/2023

Parkview Center School

Special Education Paraprofessional

Hired working 6.75 hours per day.

Human Resources Information

5-C

Meeting Date

09/12/23

Xiong, Vong

Effective Date 09/25/2023

Districtwide

Custodial Services

Hired working 8 hours per day.

Resignation-Licensed

Chang, Yeng

Effective Date 08/23/2023

Anpetu Teca Education Center

Instructional Tech Designer

Resigned effective 08/23/2023.

Hibbard, Bethany

Effective Date 08/29/2023

Edgerton Elementary

Elementary Teacher

Resigned 08/29/2023.

Yaeger, Alyson

Effective Date 08/02/2023

Little Canada Elementary

Occupational Therapist

Resigned effective 08/02/2023.

Zomermaand, Blake

Effective Date 08/09/2023

Roseville Area High School

School Counselor

Resigned effective 08/09/2023.

Resignation-Non-Licensed

Depaz, Veronica

Effective Date 06/08/2023

Roseville Area High School

Special Education Paraprofessional

Resigned effective 06/08/2023.

Human Resources Information

5-C

Meeting Date

09/12/23

Donohue, Kevan

Effective Date 06/09/2023

Little Canada Elementary

Paraprofessional

Resigned effective 06/09/2023.

Douglas, Melissa

Effective Date 09/08/2023

Little Canada Elementary

Office Support Staff

Resigned effective 09/08/2023.

Douville, Evan

Effective Date 08/04/2023

Brimhall Elementary

Nutrition Services

Resigned effective 08/04/2023.

Griffin, Keyana

Effective Date 08/21/2023

Brimhall Elementary

Nutrition Services

Resigned effective 08/21/2023.

Hill, Anita

Effective Date 08/23/2023

Edgerton Elementary

Nutrition Services

Resigned effective 08/23/2023.

Johnson, Samrawitt

Effective Date 06/08/2023

Roseville Area High School

Special Education Paraprofessional

Resigned effective 06/08/2023.

Lanish, Pooja

Effective Date 06/08/2023

Falcon Heights

Paraprofessional

Resigned effective 06/08/2023.

Human Resources Information

5-C

Meeting Date

09/12/23

Logan, Camille

Effective Date 08/25/2023

Harambee Elementary

Office Support Staff

Resigned effective 08/25/2023.

Marks, Rebecca

Effective Date 06/14/2023

Roseville Area High School

MARSS Secretary

Resigned effective 06/14/2023.

Modi, Vinita

Effective Date 06/08/2023

Central Park Elementary

Paraprofessional

Resigned effective 06/08/2023.

Moore, Myles

Effective Date 08/28/2023

Central Park Elementary

Student Success Assistant

Resigned effective 8/28/23.

Nehme, Antonia

Effective Date 08/23/2023

Falcon Heights Elementary

Nutrition Services

Resigned effective 08/23/2023.

Rainer, Matthew

Effective Date 06/28/2023

Roseville Area High School

Special Education Paraprofessional

Resigned effective 06/08/2023.

Shellum, Max

Effective Date 08/15/2023

Brimhall Elementary

Custodial Services

Resigned effective 08/15/2023.

Human Resources Information

5-C

Meeting Date

09/12/23

Stimmel, Jake

Effective Date 06/08/2023

Roseville Area High School

English Learner Paraprofessional

Resigned effective 06/08/2023.

Sullivan, Robert

Effective Date 09/08/2023

Districtwide

Custodial Services

Resigned effective 09/08/2023.

Thompson, Tara

Effective Date 06/08/2023

Emmet Williams Elementary

Special Education Paraprofessional

Resigned effective 06/08/2023.

Weinke, Ron

Effective Date 09/29/2023

Anpetu Teca Education Center

Custodial Services

Resigning effective 09/29/2023.

Wilson, Aiza

Effective Date 06/08/2023

Roseville Area Middle School

Special Education Paraprofessional

Resigned effective 06/08/2023.

Retirement

Monroe, James

Effective Date 12/31/2023

District Center

Transportation Coordinator

Retiring effective 12/31/2023. Mr. Monroe worked for the district for 33 years.

GIFTS TO SCHOOLS 2023/24

SCHOOL BUILDING	NAME/ADDRESS OF DONOR	GIFT	USE
Harambee Elementary School	Office Depot and OfficeMax 1615 County Rd C West Roseville, MN 55113	\$4,768.50	Principal's discretion
Roseville Area High School	Goodmanson Construction 600 Kasota Ave SE Minneapolis, MN 55414	\$40,000.00	Weight room
Roseville Area High School	Sean Sweeney 2105 Folwell Ave Falcon Heights, MN 55108	\$100.00	Weight room
Roseville Area High School	Bridget Sabo 1746 Albert St N Falcon Heights, MN 55113	\$100.00	Weight room
Roseville Area High School	Susan Jorstad 700 Sextant Ave W Roseville, MN 55113	\$30.00	Weight room
Roseville Area High School	Natasha Sandanayake 794 Millwood Ave Roseville, MN 55113	\$100.00	Weight room
Roseville Area High School	Tom King 2255 Victoria St N Roseville, MN 55113	\$100.00	Weight room
Roseville Area High School	Jing-Jing Nickel 1332 Oakcrest Ave Roseville, MN 55113	\$1,000.00	Girls Cross Country and Track and Field programs
Roseville Area High School	Roseville Swim and Dive 3006 Ontario Rd Little Canada, MN 55117	\$2,452.00	Additional coaching staff
Roseville Area High School	Jenn Thoen 2069 Marion St Roseville, MN 55113	\$25.00	Food shelf

Roseville Area High School	YourCause/Blackbaud - on behalf of Karen Doherty 65 Fairchild St. Charleston, SC 29492	\$6.00	Principal's discretion
Roseville Area Schools	ACR Homes Attn: Maren Badger 2437 Rice Street Roseville, MN 55113	\$500.00	Staff t-shirts
Roseville Area Schools	McGough Construction Co. Attn: Marie Zellman 2737 Fairview Ave N Roseville, MN 55113	\$1,000.00	Staff t-shirts
Roseville Area Schools	Roseville Area Optimists Foundation Attn: Monte S. Johnson 1033 Brooks Ave W Roseville, MN 55113	\$500.00	Staff t-shirts
Roseville Area Schools	VistaTek Attn: Danny Mishek 1850 Greeley St. S. Stillwater, MN 55082	\$500.00	Staff t-shirts
Roseville Area Schools	YourCause/Blackbaud - on behalf of Aaron Mastrian 65 Fairchild Street Charleston, SC 29492	\$8.00	District's discretion

Agenda Topic: Milk and Milk Product Bids
 Meeting Date: September 12, 2023
 Contact Person: Shari Thompson

Background:

The district accepted bids for milk products on July 13 at 10:00 a.m. Kemps did not submit a bid, citing distribution constraints. St. Paul Beverage Solutions, our current vendor, and Prairie Farms submitted bids.

Item	Estimated Usage	St. Paul Beverage Solutions Bid	St. Paul Beverage Solutions Annual Estimate	Prairie Farms Bid	Prairie Farms Annual Estimate
½ pt in carton Milk, skim, chocolate; 50/cs	10,500 cs	\$0.2286	\$120,015.00	\$0.3130	\$164,325.00
½ pt in carton Milk, 1%, white; 50/cs	5,600 cs	\$0.2114	\$59,192.00	\$0.2860	\$80,080.00
½ pt in carton Milk, skim, white; 50/cs	825 cs	\$0.2105	\$8,683.13	\$0.2740	\$11,302.50

St. Paul Beverage Solutions was awarded the bid.

The contract is for one year and may be renewed up to two times. Both parties can give a 30-day notice to end the contract if necessary due to poor performance and quality of product.

Recommendation:

It is recommended that the board accept the bid from St. Paul Beverage Solutions for milk and milk products for the 2023-2024 school year.

 X Action Required

 Informational – No Board Action Requested

Agenda Topic: First Day of School Report
Meeting Date: September 12, 2023
Contact Person: Melissa Sonnek

Background:

Assistant Superintendent Melissa Sonnek will report on the first day of the 2023-2024 school year.

Recommendation:

Action Required

Informational – No Board Action Requested

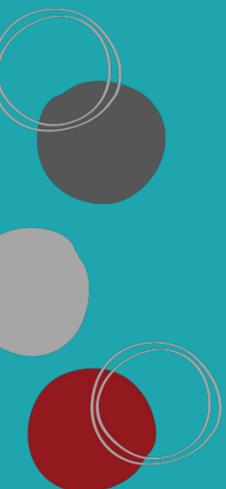


ROSEVILLE AREA SCHOOLS

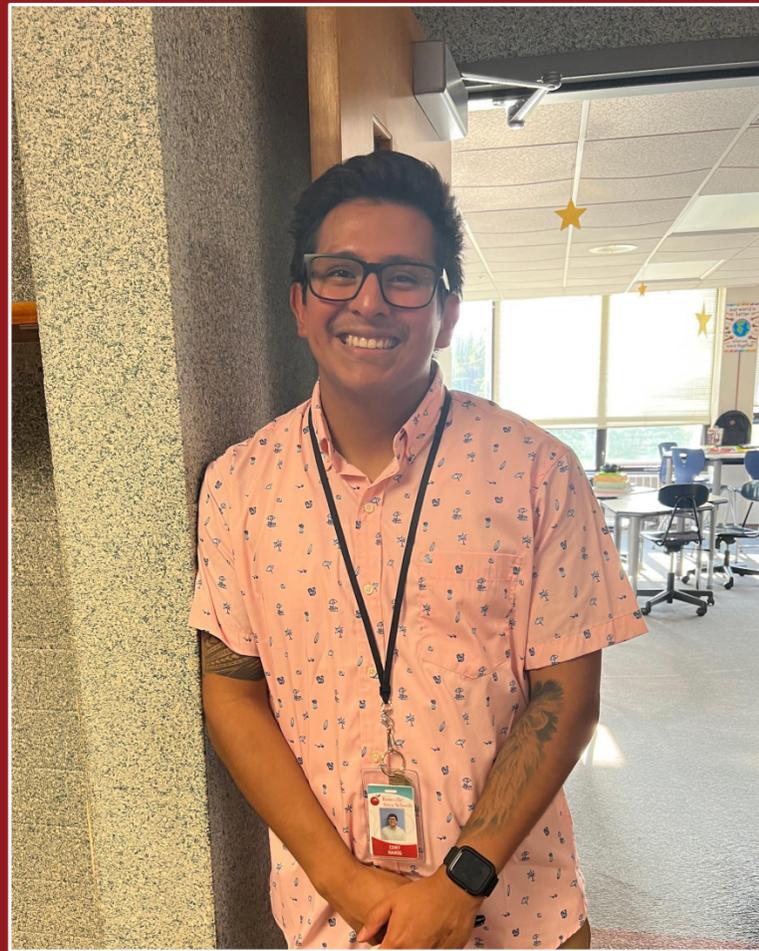
**First Day of
School Report**

September 12, 2023

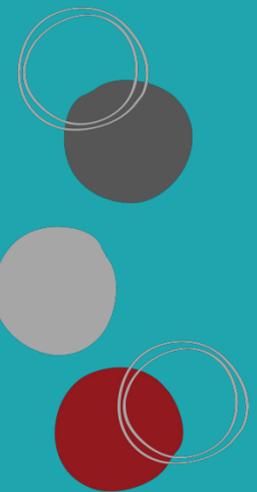
Workshop Week Kick Off



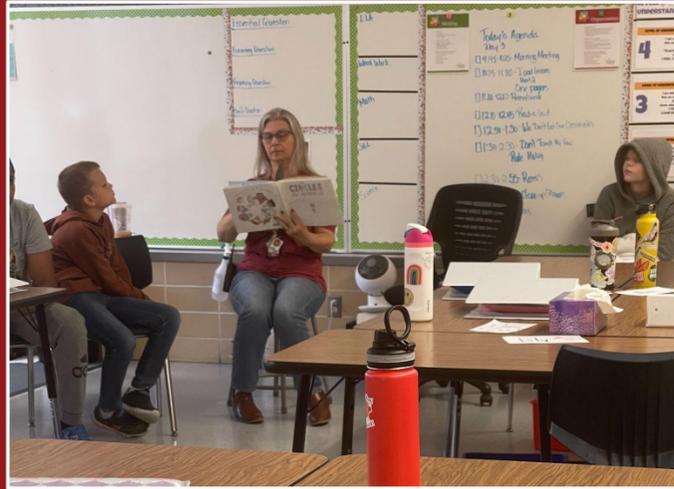
Open House



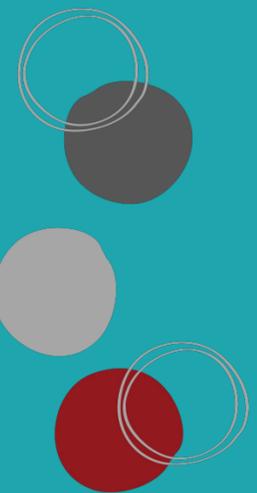
Early Childhood Special Ed

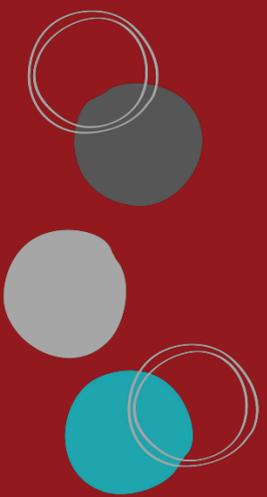
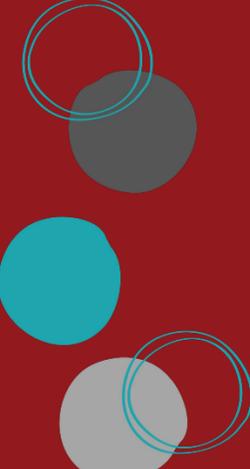


Elementary

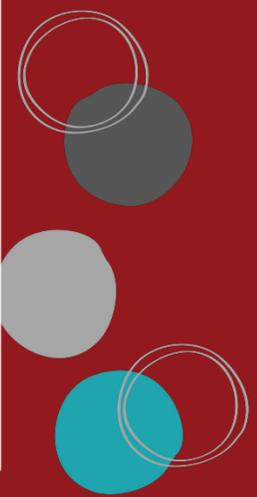
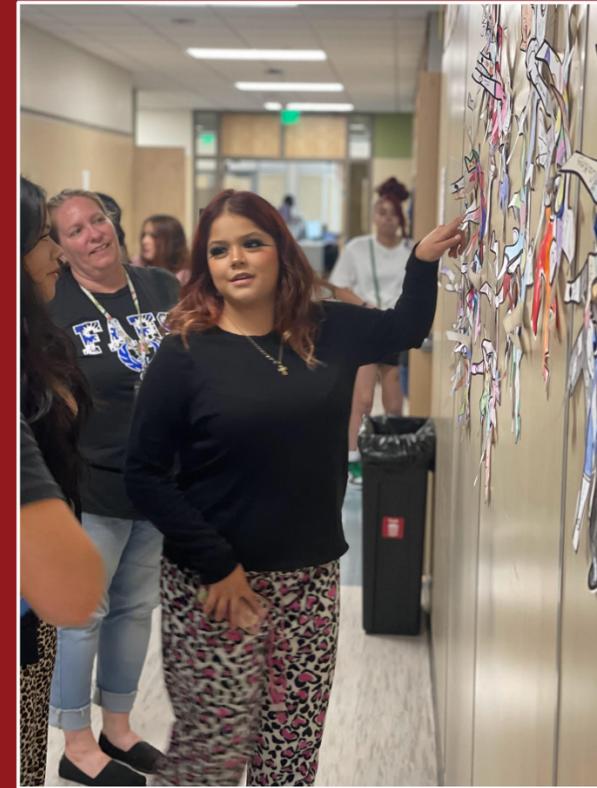
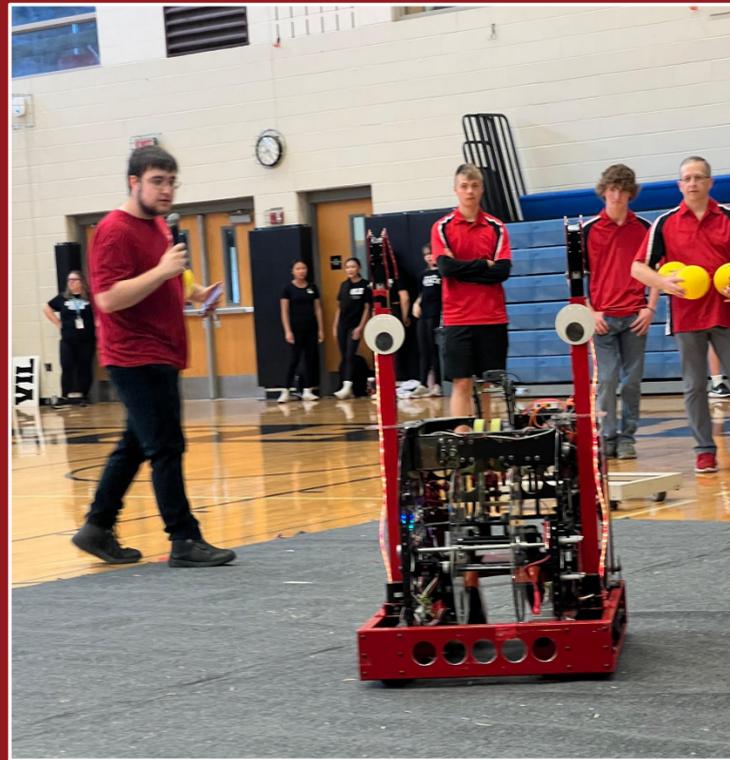


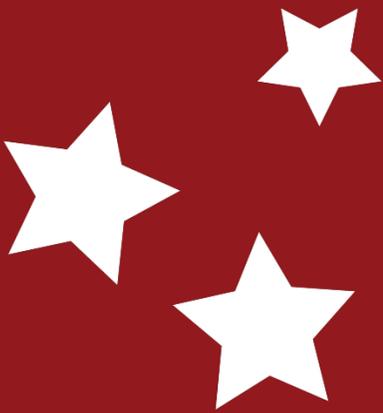
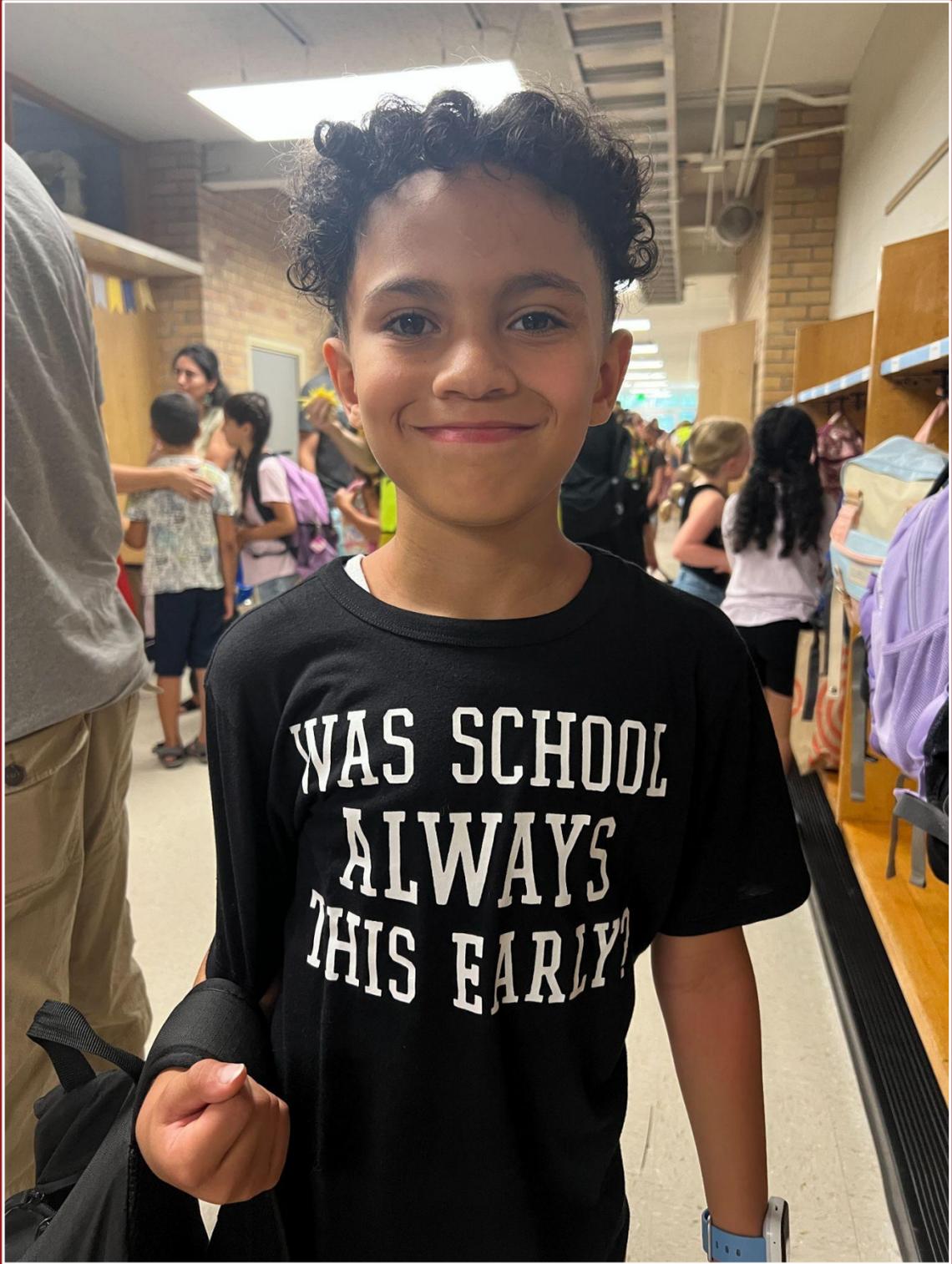
Middle Level: Parkview & RAMS





RAHS & FAHS





Agenda Topic: Solar Energy Update (Sustainability Initiatives)
Meeting Date: September 12, 2023
Contact Person: Shari Thompson

Background:

Roseville Area Schools is continuing efforts to reduce its carbon footprint and save energy costs by expanding the use of solar power in the district.

Chris Psihos, president/CEO, and Rich Ragatz, senior vice president of business development at commercial solar developer iDEAL Energies, will provide an update on existing solar arrays at Anpétu Téča Education Center, Edgerton Elementary School, Harambee Elementary School, and Little Canada Elementary School.

As we complete deferred maintenance projects throughout the district, we will continue to plan for further expansion of solar arrays on our buildings' roofs. We will utilize any rebates and incentives offered through Xcel Energy, state or federal funds, or other grant opportunities to increase sustainability efforts.

Recommendation:

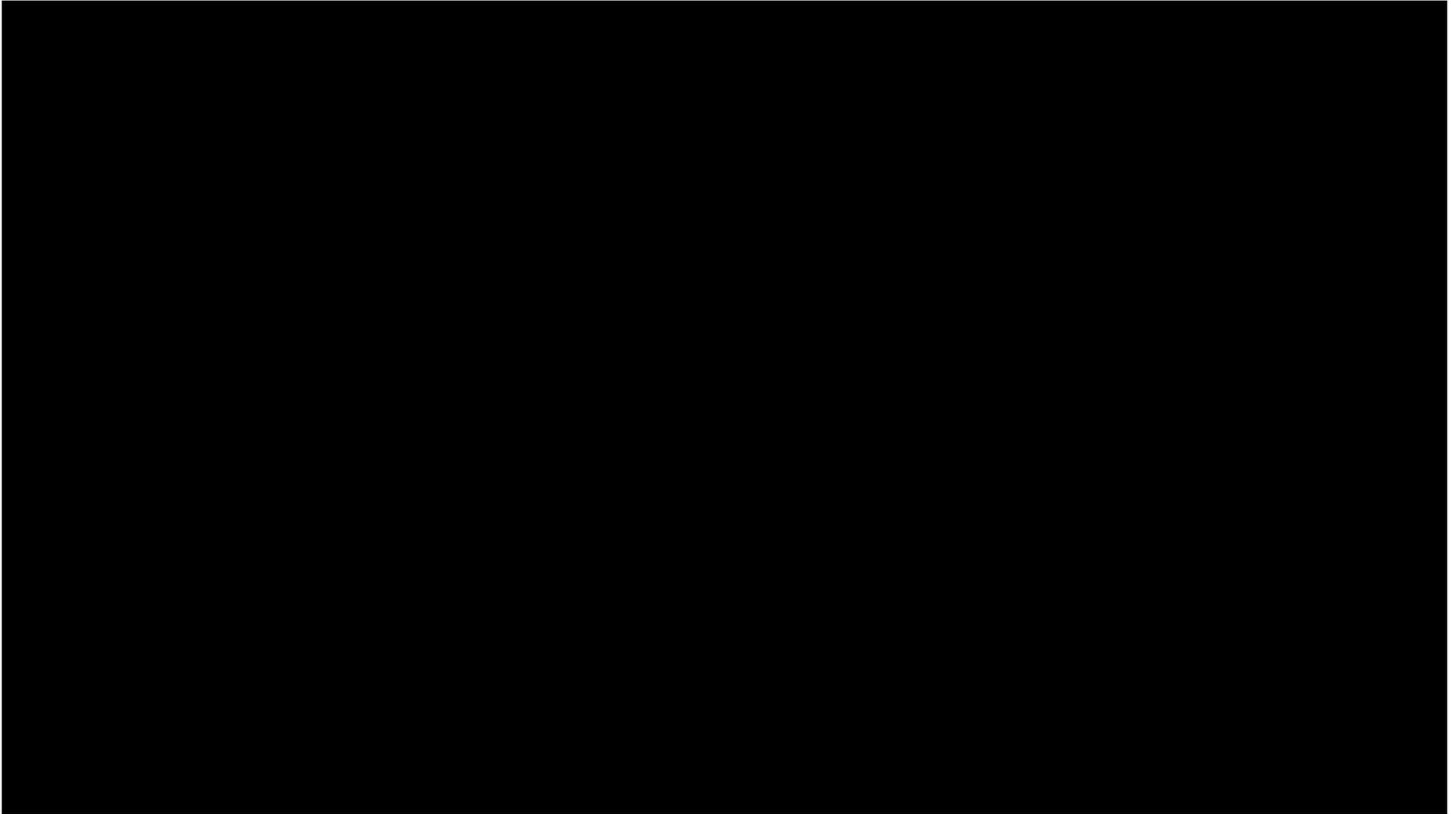
Action Required

Informational – No Board Action Requested



**On-Site Solar for ISD 623 – Roseville Public Schools
On-Site Solar Project Update
Additional Opportunities for District**

09/12/2023

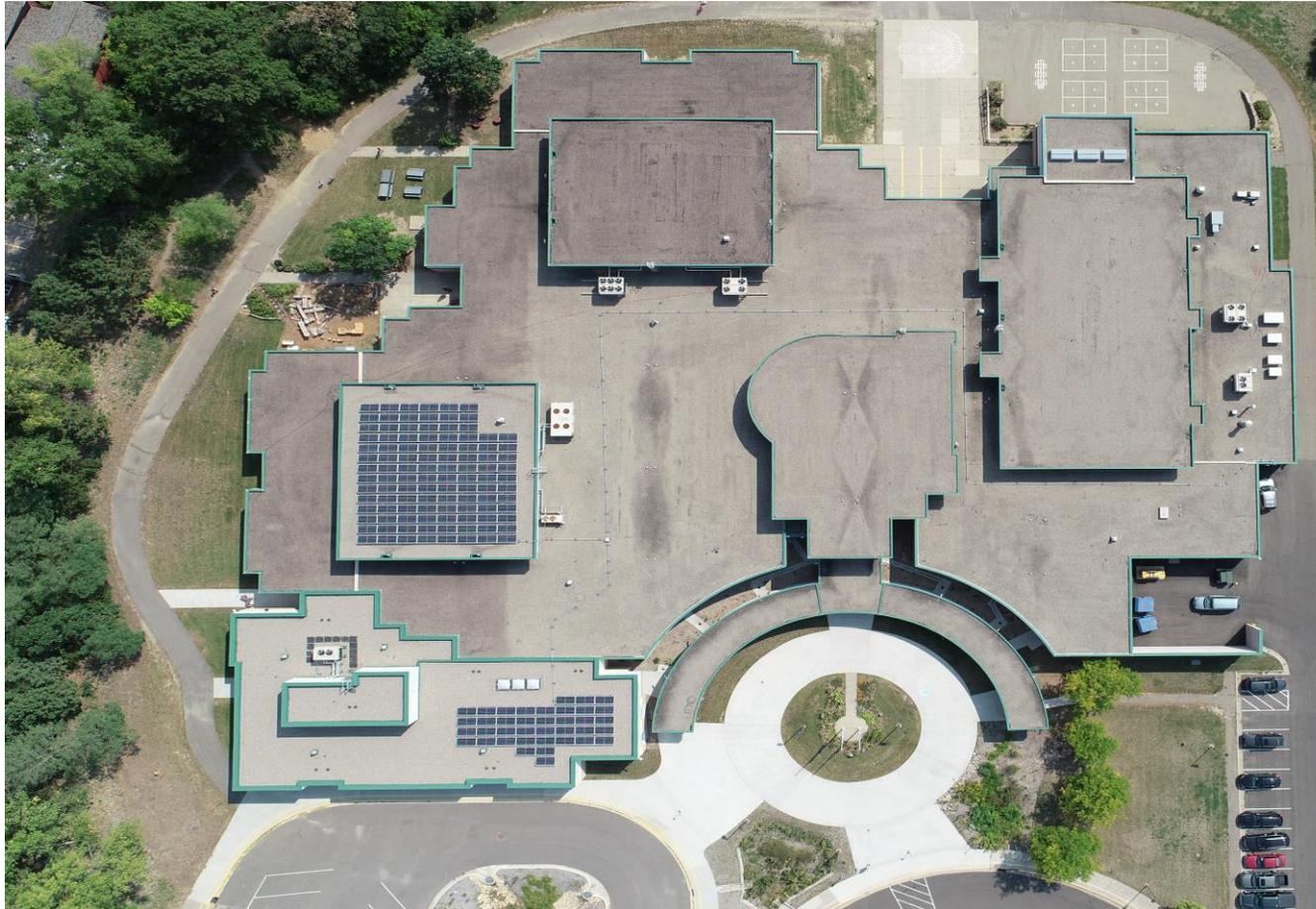


Completed Project ATEC



- Ideal completed the installation of this 361.2kW DC solar array on 12/16/21

Completed Project Harambee Elementary



- Ideal completed the installation of this 59.04 kW DC solar array on 8/2/2023

Completed Project Edgerton Elementary



- Ideal completed the installation of this 144.32 kW DC solar array on 8/9/2023

Project Under Construction Little Canada Elementary



- Ideal is currently constructing a 269.37 kW DC solar array. Expected to start up in November, 2023.

Completed Project ATEC

ISD 623 Roseville Fairview Ed Ctr...

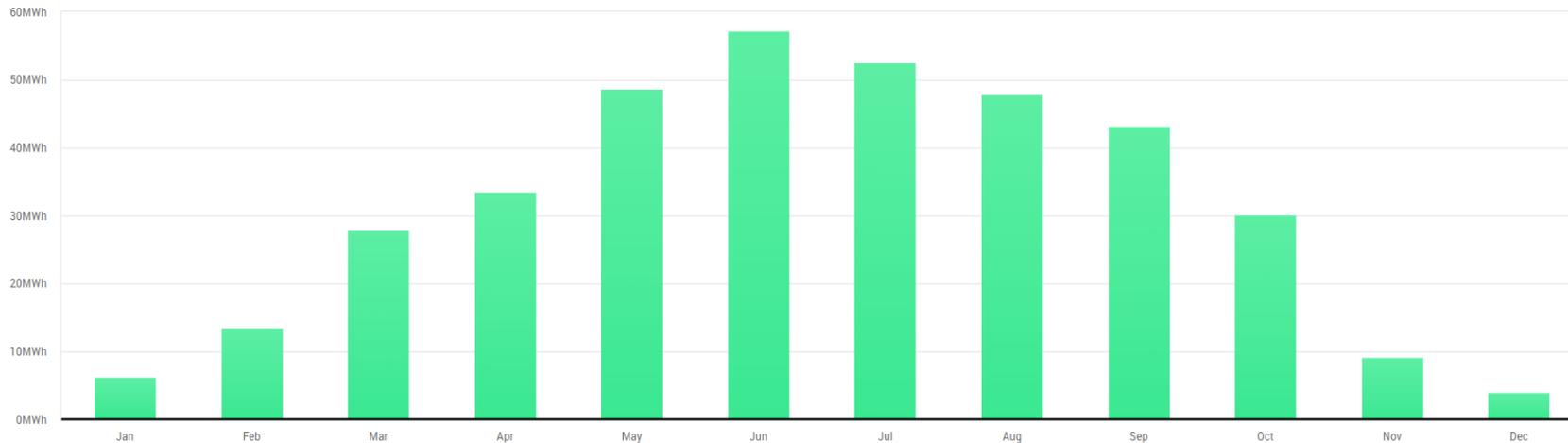
- Dashboard
- Layout
- Analysis
- Reports
- Alerts
- Admin

Today ← → Custom 1/1/2022 → 12/31/2022 📅 ⚙️

PRODUCTION **374.47** MWh

SPECIFIC YIELD (KWH/KWP) **1.04** K

SITE ENERGY
 Last updated 9/07/2023 14:48 ⓘ



SITE DETAILS



☆ ISD 623 Roseville Fairview Ed Ctr 361.20 kWp
 361kW
 ID: 2503834

Account
 iDEAL Energies
 Installation Date
 12/16/2021
 Address
 1910 County B Road West,
 Roseville, MN, US

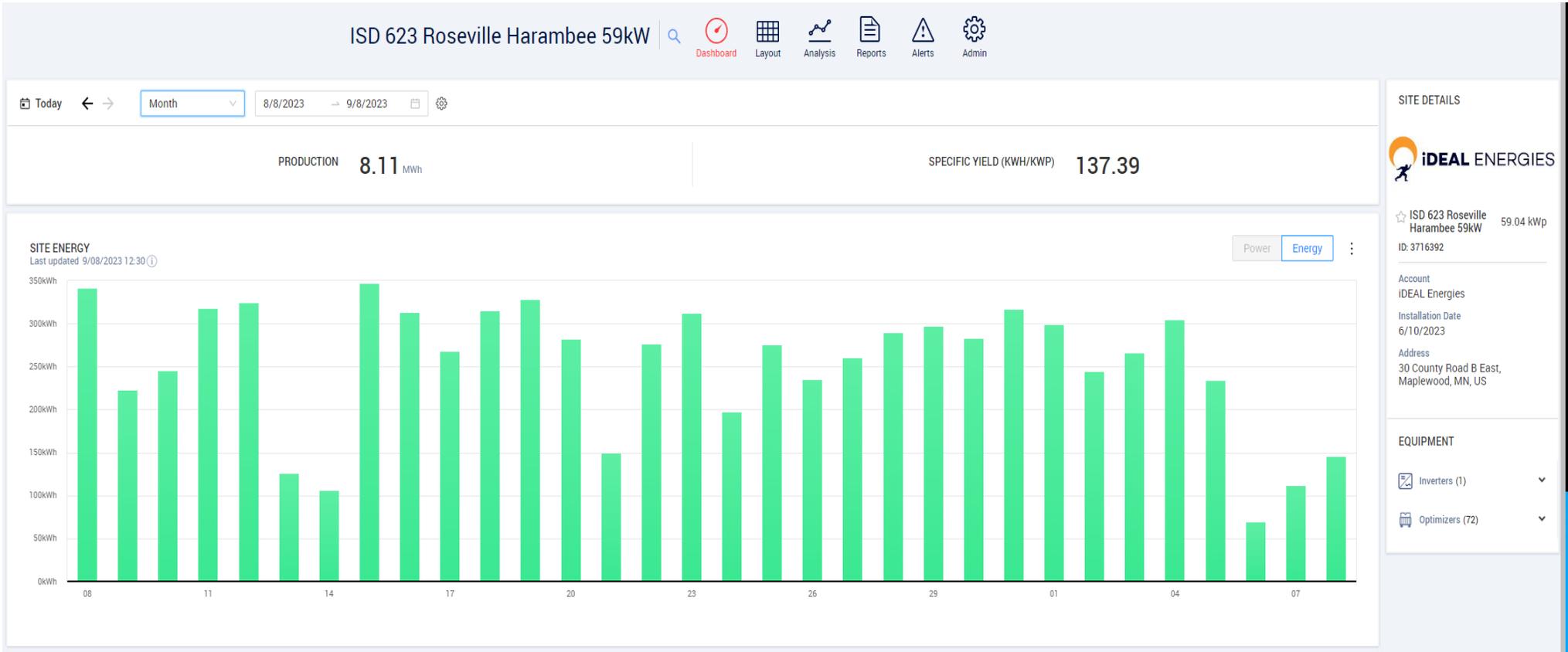
EQUIPMENT

- Inverters (3) ▼
- Optimizers (457) ▼

[Monitoring Link](#)

The Solar Array is operated and maintained by Ideal and performing optimally.

Completed Project Harambee Elementary



[Monitoring Link](#)

The Solar Array is operated and maintained by Ideal and performing optimally.

Completed Projects Edgerton Elementary



[Monitoring Link](#)

The Solar Array is operated and maintained by Ideal and performing optimally.

Utility Expense Savings – 4 Projects

Solar Array System Summary					
Site	ATEC	Harambee Elementary	Edgerton Elementary	Little Canada Elementary	System Sizing - All Projects
Solar Program	Xcel PV Credit	Xcel SFS	Xcel SFS	Xcel SFS	Total kW DC / kW AC
kW DC	361.2	59.04	144.32	269.37	834
kW AC	266.6	40	100	180	587

Net Annual Cashflow					Annual Net Cashflow	
Year	ATEC	Harambee Elementary	Edgerton Elementary	Little Canada Elementary	Total	Cumulative
Year 1	\$9,287	\$3,320	\$9,924	\$17,291	\$39,822	\$39,822
Year 2	\$9,464	\$3,420	\$10,221	\$17,811	\$40,915	\$80,737
Year 3	\$9,647	\$3,522	\$10,526	\$18,346	\$42,041	\$122,778
Year 4	\$9,924	\$3,628	\$10,841	\$18,897	\$43,290	\$166,068
Year 5	\$10,118	\$3,736	\$11,166	\$19,465	\$44,485	\$210,553
Year 10	\$11,372	\$4,330	\$12,941	\$22,571	\$51,214	\$452,682
Year 20	\$14,380	\$5,819	\$17,387	\$30,351	\$67,937	\$1,036,742
Year 30	\$95,748	\$13,682	\$48,612	\$89,838	\$247,880	\$3,212,285
Year 40	\$124,078	\$18,638	\$65,700	\$121,417	\$329,833	\$6,106,277
Total	\$2,198,138	\$365,155	\$1,252,876	\$2,290,107	\$6,106,277	

Ideal's Solar Program

(All School Locations)

1. District owns the arrays day 1
2. No upfront cost
3. The District's only financial obligation is to pay Ideal Energies for a 20 year term during which the School will realize significant electric expense savings
4. Free energy after year 20
5. iDEAL Energies monitors, operates and maintains the solar arrays for the District
6. 30 year solar panel warranty

Ideal's Solar Curriculum for Students

iDEAL provides all its school customers a science-based Solar Energy Education Curriculum that engages students in the real work of STEM professionals to help develop their understanding of solar energy, STEM careers, teamwork, design, and real-world issues for years.

iDEAL's Education Curriculum is aligned with future Minnesota State Standards, Next Generation Science Standards, and 21st Century Learning Frameworks.

GOOD NEWS!

iDEAL's education team is ready to assist your District with implementing the Curriculum!

Additional Solar Opportunities for ISD 623

Xcel PV Credit Program (ATEC) is currently available for all Roseville Locations!!

Utility Expense Savings Opportunity for ISD 623

Year 20 - End of Payments

Year 20 - ~20% total electrical expense savings

Year 30 - Panel Warranty

Year 30 - ~55% total electrical expense savings

Year 40 – Expected Solar Array Life

Year 40 - ~ 70% total electrical expense savings

Next Steps...

Identify Locations for Solar

- Work with Shari and Todd to identify additional locations best suited for solar

Board Approval / Contract Execution

- Same agreements reviewed by ISD 623 Counsel used for ATEC Project

Solar Array Engineering

- Perform electrical and structural engineering for the solar arrays

Solar Array Interconnection Approval

- Apply for and receive interconnection approval from Xcel Energy

Solar Array Construction and Startup

- Construct and energize the solar arrays (~ 12 months from authorization to proceed to start-up)

Agenda Topic: Conditions of Employment – Cultural Liaisons 2023-2025
Meeting Date: September 12, 2023
Contact Person: Kenyatta McCarty and Shari Thompson

Background:

Contract negotiations with the cultural liaisons, who are represented by AFSCME, Council No. 5, Local No. 1129, began in May 2023 and concluded in July 2023. Delon Smith, Shari Thompson, Jerry Gibson, and Kenyatta McCarty represented the district during negotiations.

Following is a brief summary of the changes:

1. Adjustments to the salary schedules:
 - a. Elimination of step 1 on existing schedule
 - b. 2023-24: 0% increase on the matrix
 - c. 2024-25: 2.45% increase on the matrix with a newly established step 6
2. Alignment of work calendar for all cultural liaisons
 - a. 192 calendar days to honor the school calendar and provide time before and after the school year to support work with students and families
3. Added Juneteenth as a holiday
4. Other minor changes were made in contract language to reflect current practice and provide clarification.

The tentative agreement falls within the budget parameters included in the adopted budget.

Roseville cultural liaisons ratified the contract on August 3, 2023. The district wishes to express its thanks to the cultural liaison team represented by Anthony Anderson, Cecilia Martino, Kowthar Ismail and AFSCME business agents and steward, Suzanne Kocurek, Corinne Walker and Matt Schriber for their collective work to reach a fair settlement.

Recommendation:

It is recommended that the board approve the contract for 2023-2025, negotiated and ratified by the cultural liaisons, who are represented by AFSCME, Local No. 5.

 X Action Required

 Informational – No Board Action Requested

Agenda Topic: Policy 416/506: Discrimination, Harassment and Violence Prevention Policy
(revised) Second Reading
Meeting Date: September 12, 2023
Contact Person: Melissa Sonnek

Background:

Melissa Sonnek, assistant superintendent, will review proposed revisions to Policy 416/506: Discrimination, Harassment and Violence Prevention Policy. Requested changes from the first reading on August 15, 2023, have been incorporated into the attached draft. This will be the second reading of the policy.

Recommendation:

It is recommended that the board approve Policy 416/506: Discrimination, Harassment and Violence Prevention Policy as presented.

Action Required

Informational – No Board Action Requested

ROSEVILLE AREA SCHOOLS
Independent School District No. 623

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

1.0 General Statement of Policy Personnel and Students

It is the policy of Independent School District No. 623 to maintain learning and working environments that are free from discrimination, harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance. The School District prohibits any form of discrimination, harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance. This is inclusive of gender expansive and transgender identities.

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the School District to discriminate against, or engage in unlawful discriminatory conduct, or harass a pupil, teacher, administrator or other school personnel through conduct (e.g., physical, verbal, graphic or written) based on a person's actual or perceived race, color, creed, religion, national origin, sex, gender identity/expression, gender binary, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance [protected class] as defined by this policy. (For purposes of this policy, school personnel include school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the School District to inflict, threaten to inflict, or attempt to inflict violence upon any pupil, teacher, administrator or other school personnel based on a person's actual or perceived race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance.

The antidiscrimination laws apply to all of the academic and nonacademic (e.g. athletic and extracurricular) programs of the School District, whether conducted in school facilities or elsewhere.

The School District will act to investigate all complaints, formal or informal, verbal or written, of discrimination, unlawful discriminatory conduct, harassment and violence based on a person's actual or perceived race, color, creed, religion,

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance, and to discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who is found to have violated this policy.

2.0 Definitions

2.1 “Assault”: Assault is:

2.1.1 an act done with intent to cause fear in another of immediate bodily harm or death;

2.1.2 the intentional infliction of or attempt to inflict bodily harm upon another; or

2.1.3 the threat to do bodily harm to another with present ability to carry out the threat.

~~2.2 “Cisgender”: Cisgender means a person’s gender matches their assigned sex at birth.~~

2.3 “Disability”: Disability means any condition or characteristic that renders a person a disabled person. A disabled person is any person who:

2.3.1 has a physical, sensory, or mental impairment which materially limits one or more major life activities;

2.3.2 has a record of such impairment; or

2.3.3 is regarded as having such an impairment.

2.4 “Discriminate” includes segregate or separate. It also includes:

2.4.1 An “unfair discriminatory practice” as described in Minn. Stat. §§ 363A.13, 363A.14 and 363A.15; and

2.4.2 Any violation of federal laws prohibiting discrimination in education (including “Section 504 of the Rehabilitation Act of 1973” and the “Americans with Disabilities Act”).

2.5 “Familial status”: Familial status means the condition of one or more minors being domiciled with:

2.5.1 their parent or parents or the minor’s legal guardian; or

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

- 2.5.2 the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against discrimination and harassment on the basis of familial status apply to any person who is pregnant or is in the process of securing legal custody or an individual who has not attained the age of majority.
- 2.6 “Gender” refers to the socially constructed roles, behaviors, activities, and attributes that a given society attaches to femininity or masculinity.
- 2.7 “Gender binary” refers to the social construction of a gender dichotomy between masculinity and femininity.
- 2.8 “Gender expansive” refers to fluidity in one’s gender identity and often, though not always, in one’s sexual orientation. Terms synonymous with “gender expansive” may include “genderqueer,” “gender fluid,” “gender creative,” and “gender nonconforming.”
- 2.9 “Gender expression” refers to the manner by which a person represents or expresses the person’s gender to others, often through behavior, clothing, hairstyles, activities, voice, or mannerisms.
- 2.10 “Gender identity” refers to a deeply held sense or knowledge of a person’s own gender.
- 2.11 “Harassment” consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual’s or group of individuals’ actual or perceived race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance, when the conduct:
- 2.11.1 has the purpose or effect of creating an intimidating, hostile or offensive employment or educational environment;
- 2.11.2 has the purpose or effect of substantially or unreasonably interfering with an individual’s employment or educational performance; or
- 2.11.3 otherwise adversely affects an individual’s employment or educational opportunities.
- 2.12 “Immediately” means as soon as possible but in no event longer than one (1) school day.

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

- 2.13 “Intersex” refers to a combination of features that distinguish male and female anatomy.
- 2.14 “Marital status”: Marital status means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against discrimination and harassment on the basis of identity, situation, actions, or beliefs of a spouse or former spouse.
- 2.15 “National origin”: National origin means the place of birth of an individual or of any of the individual’s lineal ancestors.
- 2.16 “Remedial response” means a measure to stop and correct acts of discrimination, harassment, or violence, prevent acts of discrimination, harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of discrimination, harassment, or violence.
- 2.17 “Sex” refers to a person’s biology and is generally categorized as male, female, or intersex. ~~Sex includes, but is not limited to, gender and any related conditions such as pregnancy, childbirth, and disabilities related to pregnancy or childbirth.~~
- 2.18 “Sexual Harassment” consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
- 2.18.1 submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
- 2.18.2 submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual’s employment or education; or
- 2.18.3 that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual’s employment or education, or creating an intimidating, hostile or offensive employment or educational environment.
- 2.19 Sexual Harassment may include but is not limited to:
- 2.19.1 unwelcome verbal harassment or abuse;

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

2.19.2 unwelcome pressure for sexual activity;

2.19.3 unwelcome, sexually motivated or inappropriate patting, pinching or physical contact, other than necessary restraint of pupil(s) by teachers, administrators or other school personnel to avoid physical harm to persons or property;

2.19.4 unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

2.19.5 unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or

2.19.6 unwelcome behavior or words directed at an individual because of gender.

2.20 "Sexual orientation": Sexual orientation means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. "Sexual orientation" does not include a physical or sexual attachment to children by an adult. "Sexual orientation" describes an individual's enduring physical, romantic, and/or emotional attraction to another person. Gender identity and sexual orientation are not the same.

2.21 "Sexual Violence": Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minnesota Statute Section 609.341, include the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.

Sexual violence may include, but is not limited to:

2.21.1 touching, patting, grabbing or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

2.21.2 coercing, forcing or attempting to coerce or force the touching of anyone’s intimate parts;

2.21.3 coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or

2.21.4 threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

2.22 “Status with regard to public assistance”: Status with regard to public assistance means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.

2.23 “Transgender” describes persons whose gender identity or expression is different from that traditionally associated with their sex assigned at birth.

2.24 “Violence” prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance.

3.0 Reporting Procedures

3.1 Any person who believes he or she has been the victim of discrimination, harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance by a pupil, teacher, administrator or other school personnel of the School District, or any person with knowledge or belief of conduct which may constitute discrimination, harassment or violence toward a pupil, teacher, administrator or other school personnel on these bases, should report the alleged acts immediately to an appropriate School District official designated by this policy. A person may report conduct which may constitute discrimination, harassment or violence anonymously. However, the School District may not rely solely on an anonymous report to determine discipline or other remedial responses.

The School District encourages the reporting party or complainant to use the report form available from the principal of each building or available

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

from the School District office, but oral reports shall be considered complaints as well.

Nothing in this policy shall prevent any person from reporting discrimination, harassment or violence directly to a District Human Rights Officer or to the Superintendent. If the complaint involves the principal, the complaint shall be made or filed directly with the Superintendent or the District Human Rights Officer by the reporting party or complainant.

For purposes of this policy principal shall be defined as a building principal or the Director of Community Education.

- 3.1.1 In each school building the building principal or the principal's designee is the person responsible for receiving oral or written reports of discrimination, harassment or violence at the building level. Any adult School District personnel who receive a report of discrimination, harassment or violence prohibited by this policy shall inform the building principal immediately.
- 3.1.2 A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of discrimination, harassment, or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute discrimination, harassment or violence shall make reasonable efforts to address and resolve the discrimination, harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute discrimination, harassment or violence or who fail to make reasonable efforts to address and resolve the discrimination, harassment or violence in a timely manner may be subject to disciplinary action.
- 3.1.3 For Complaints by a Student against an Employee or an Employee against an Employee: Upon receipt of a report, the building principal shall notify a School District Human Rights Officer immediately, without investigating the report. The building principal may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building principal to a School District Human Rights Officer. If the report was given verbally, the principal shall

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

personally reduce it to written form as soon as possible or no later than 72 hours and forward it to a School District Human Rights Officer. If the complaint involves the building principal, the complaint shall be made or filed directly with a School District Human Rights Officer by the reporting party or complainant.

- 3.1.4 For Complaints by a Student against a Student or an Employee against a Student: Upon receipt of a report, building staff must notify the building principal immediately, without screening or investigating the report. The building principal or designee will authorize an investigation pursuant to section 4.2 below. The building principal or designee may request, but may not insist upon, a written complaint. If the complaint involves the building principal, the complaint shall be made or filed directly with a School District Human Rights Officer by the reporting party or complainant. If the complaint is brought by a staff member against a student and the complaint involves dangerous or threatening behavior by the student, the complaint shall be forwarded to a School District Human Rights Officer.
- 3.1.5 Designation of the School District Human Rights Officers. The School Board hereby designates the administration to appoint School District Human Rights Officers to receive reports or complaints of discrimination, harassment or violence prohibited by this policy against staff. If the complaint involves one of the Human Rights Officers, the complaint shall be filed with the Superintendent.
- 3.1.6 The School District shall conspicuously post the names of the Human Rights Officer(s), including mailing addresses and telephone numbers.
- 3.1.7 Submission of a good faith complaint or report of discrimination, harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- 3.1.8 Use of formal reporting forms is not mandatory.
- 3.1.9 Reports of discrimination, harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

- 3.1.10 The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the School District's legal obligations to investigate, to take appropriate action, and to conform to any discovery or disclosure obligations.
- 3.1.11 Retaliation against a victim, good faith reporter, or a witness of violence, discrimination, or harassment is prohibited.
- 3.1.12 False accusations or reports of violence, discrimination or harassment against another person are prohibited.
- 3.1.13 A person who engages in an act of violence, discrimination, or harassment, reprisal, retaliation, or false reporting of violence, discrimination or harassment, or permits, condones, or tolerates violence, discrimination or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence, discrimination or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence, discrimination or harassment or engage in an act of reprisal or intentional false reporting of violence, discrimination or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence, discrimination or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

4.0 Investigation

- 4.1 For Complaints by a Student against an Employee or an Employee against an Employee: By authority of the School District, the Human Rights Officer, within three (3) school days of receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be

Policy 416 and 506 – Discrimination, Harassment and Violence Prevention Policy:
Grievance Procedures

conducted by School District officials or by a third party designated by the School District.

- 4.2 For Complaints by Students against Students or an Employee against a Student: By authority of the School District, the building principal or designee, within three (3) school days of receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by School District officials or by a third party designated by the School District.
- 4.3 The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- 4.4 The alleged perpetrator of the act(s) of discrimination, harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- 4.5 In determining whether alleged conduct constitutes a violation of this policy, the School District should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- 4.6 Based on the preponderance of the evidence, the School District will determine whether the alleged conduct was an act of discrimination or created an intimidating, hostile, or offensive educational environment.
- 4.7 In addition, the School District may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged discrimination, harassment or violence prohibited by this policy.
- 4.8 For employees, the investigation will be completed as soon as possible. The School District Human Rights Officer shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the

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School Board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

- 4.9 For students, the investigation will be completed as soon as possible. The building principal or designee shall make a written report to a School District Human Rights Officer upon completion of the investigation. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

5.0 School District Action

- 5.1 Upon completion of an investigation that determines a violation of this policy has occurred, the School District will take appropriate action consistent with applicable collective bargaining agreements (if any), Minnesota and federal laws, and School District policies and regulations. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.
- 5.2 The School District is not authorized to disclose to a victim private educational or personal data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of targets or victims of discrimination, harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of discrimination, harassment or violence who have been involved in a reported and confirmed discrimination, harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- 5.3 In order to prevent or respond to acts of discrimination, harassment or violence committed by or directed against a child with a disability, the School District shall, where determined appropriate by the child's individualized education program (IEP) or section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of discrimination, harassment or violence.

6.0 Reprisal

The School District will discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports in good faith alleged discrimination, harassment or violence

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prohibited by this policy, or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment. Remedial responses to the discrimination, harassment or violence shall be tailored to the particular incident and nature of the conduct.

7.0 Right to Alternative Complaint Procedures

These procedures do not deny the right of any individual to pursue other avenues of recourse that may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law.

8.0 Harassment or Violence as Abuse

Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minn. Stat. § 626.556 may be applicable.

9.0 Dissemination of Policy and Training

9.1 This policy shall be conspicuously posted, with the names of the Human Rights Officers, including mailing addresses and telephone numbers, throughout each school building in areas accessible to students, staff members and volunteers.

9.2 This policy shall be given to each School District employee and independent contractor who regularly interacts with students at the time of entering into the person's employment contract.

9.3 This policy shall appear in a student rights and responsibilities policy book and an abbreviated version shall appear in the student handbooks.

9.4 The School District will communicate this policy to students, families and employees.

9.5 The School District may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

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9.6 This policy shall be reviewed periodically for compliance with state and federal law.

Adopted: 10/22/87

Revised: 3/14/06

1/24/17

8/21/18

ROSEVILLE AREA SCHOOLS
Independent School District No. 623

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1.0 General Statement of Policy Personnel and Students

It is the policy of Independent School District No. 623 to maintain learning and working environments that are free from discrimination, harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance. The School District prohibits any form of discrimination, harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance. This is inclusive of gender expansive and transgender identities.

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the School District to discriminate against, or engage in unlawful discriminatory conduct, or harass a pupil, teacher, administrator or other school personnel through conduct (e.g., physical, verbal, graphic or written) based on a person's actual or perceived race, color, creed, religion, national origin, sex, gender identity/expression, gender binary, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance [protected class] as defined by this policy. (For purposes of this policy, school personnel include school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the School District to inflict, threaten to inflict, or attempt to inflict violence upon any pupil, teacher, administrator or other school personnel based on a person's actual or perceived race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance.

The antidiscrimination laws apply to all of the academic and nonacademic (e.g. athletic and extracurricular) programs of the School District, whether conducted in school facilities or elsewhere.

The School District will act to investigate all complaints, formal or informal, verbal or written, of discrimination, unlawful discriminatory conduct, harassment and violence based on a person's actual or perceived race, color, creed, religion,

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national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance, and to discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who is found to have violated this policy.

2.0 Definitions

2.1 “Assault”: Assault is:

- 2.1.1 an act done with intent to cause fear in another of immediate bodily harm or death;
- 2.1.2 the intentional infliction of or attempt to inflict bodily harm upon another; or
- 2.1.3 the threat to do bodily harm to another with present ability to carry out the threat.

2.2 “Disability”: Disability means any condition or characteristic that renders a person a disabled person. A disabled person is any person who:

- 2.2.1 has a physical, sensory, or mental impairment which materially limits one or more major life activities;
- 2.2.2 has a record of such impairment; or
- 2.2.3 is regarded as having such an impairment.

2.3 “Discriminate” includes segregate or separate. It also includes:

- 2.3.1 An “unfair discriminatory practice” as described in Minn. Stat. §§ 363A.13, 363A.14 and 363A.15; and
- 2.3.2 Any violation of federal laws prohibiting discrimination in education (including “Section 504 of the Rehabilitation Act of 1973” and the “Americans with Disabilities Act”).

2.4 “Familial status”: Familial status means the condition of one or more minors being domiciled with:

- 2.4.1 their parent or parents or the minor’s legal guardian; or
- 2.4.2 the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against discrimination and harassment on the basis of familial status apply to any person who is pregnant or is in the

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process of securing legal custody of an individual who has not attained the age of majority.

- 2.5 “Gender” refers to the socially constructed roles, behaviors, activities, and attributes that a given society attaches to femininity or masculinity.
- 2.6 “Gender binary” refers to the social construction of a gender dichotomy between masculinity and femininity.
- 2.7 “Gender expansive” refers to fluidity in one’s gender identity and often, though not always, in one’s sexual orientation. Terms synonymous with “gender expansive” may include “genderqueer,” “gender fluid,” “gender creative,” and “gender nonconforming.”
- 2.8 “Gender expression” refers to the manner by which a person represents or expresses the person’s gender to others, often through behavior, clothing, hairstyles, activities, voice, or mannerisms.
- 2.9 “Gender identity” refers to a deeply held sense or knowledge of a person’s own gender.
- 2.10 “Harassment” consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual’s or group of individuals’ actual or perceived race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance, when the conduct:
 - 2.10.1 has the purpose or effect of creating an intimidating, hostile or offensive employment or educational environment;
 - 2.10.2 has the purpose or effect of substantially or unreasonably interfering with an individual’s employment or educational performance; or
 - 2.10.3 otherwise adversely affects an individual’s employment or educational opportunities.
- 2.11 “Immediately” means as soon as possible but in no event longer than one (1) school day.
- 2.12 “Intersex” refers to a combination of features that distinguish male and female anatomy.

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- 2.13 “Marital status”: Marital status means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against discrimination and harassment on the basis of identity, situation, actions, or beliefs of a spouse or former spouse.
- 2.14 “National origin”: National origin means the place of birth of an individual or of any of the individual’s lineal ancestors.
- 2.15 “Remedial response” means a measure to stop and correct acts of discrimination, harassment, or violence, prevent acts of discrimination, harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of discrimination, harassment, or violence.
- 2.16 “Sex” refers to a person’s biology and is generally categorized as male, female, or intersex.
- 2.17 “Sexual Harassment” consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
- 2.17.1 submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
 - 2.17.2 submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual’s employment or education; or
 - 2.17.3 that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual’s employment or education, or creating an intimidating, hostile or offensive employment or educational environment.
- 2.18 Sexual Harassment may include but is not limited to:
- 2.18.1 unwelcome verbal harassment or abuse;
 - 2.18.2 unwelcome pressure for sexual activity;
 - 2.18.3 unwelcome, sexually motivated or inappropriate patting, pinching or physical contact, other than necessary restraint of pupil(s) by

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teachers, administrators or other school personnel to avoid physical harm to persons or property;

2.18.4 unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

2.18.5 unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or

2.18.6 unwelcome behavior or words directed at an individual because of gender.

2.19 "Sexual orientation": Sexual orientation means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. "Sexual orientation" does not include a physical or sexual attachment to children by an adult. "Sexual orientation" describes an individual's enduring physical, romantic, and/or emotional attraction to another person. Gender identity and sexual orientation are not the same.

2.20 "Sexual Violence": Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minnesota Statute Section 609.341, include the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.

Sexual violence may include, but is not limited to:

2.20.1 touching, patting, grabbing or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;

2.20.2 coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;

2.20.3 coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or

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2.20.4 threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

2.21 “Status with regard to public assistance”: Status with regard to public assistance means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.

2.22 “Transgender” describes persons whose gender identity or expression is different from that traditionally associated with their sex assigned at birth.

2.23 “Violence” prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance.

3.0 Reporting Procedures

3.1 Any person who believes he or she has been the victim of discrimination, harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender identity/expression, sexual orientation, age, disability, marital status, familial status, or status with regard to public assistance by a pupil, teacher, administrator or other school personnel of the School District, or any person with knowledge or belief of conduct which may constitute discrimination, harassment or violence toward a pupil, teacher, administrator or other school personnel on these bases, should report the alleged acts immediately to an appropriate School District official designated by this policy. A person may report conduct which may constitute discrimination, harassment or violence anonymously. However, the School District may not rely solely on an anonymous report to determine discipline or other remedial responses.

The School District encourages the reporting party or complainant to use the report form available from the principal of each building or available from the School District office, but oral reports shall be considered complaints as well.

Nothing in this policy shall prevent any person from reporting discrimination, harassment or violence directly to a District Human Rights Officer or to the Superintendent. If the complaint involves the principal, the

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complaint shall be made or filed directly with the Superintendent or the District Human Rights Officer by the reporting party or complainant.

For purposes of this policy principal shall be defined as a building principal or the Director of Community Education.

- 3.1.1 In each school building the building principal or the principal's designee is the person responsible for receiving oral or written reports of discrimination, harassment or violence at the building level. Any adult School District personnel who receive a report of discrimination, harassment or violence prohibited by this policy shall inform the building principal immediately.
- 3.1.2 A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of discrimination, harassment, or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute discrimination, harassment or violence shall make reasonable efforts to address and resolve the discrimination, harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute discrimination, harassment or violence or who fail to make reasonable efforts to address and resolve the discrimination, harassment or violence in a timely manner may be subject to disciplinary action.
- 3.1.3 For Complaints by a Student against an Employee or an Employee against an Employee: Upon receipt of a report, the building principal shall notify a School District Human Rights Officer immediately, without investigating the report. The building principal may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building principal to a School District Human Rights Officer. If the report was given verbally, the principal shall personally reduce it to written form as soon as possible or no later than 72 hours and forward it to a School District Human Rights Officer. If the complaint involves the building principal, the complaint shall be made or filed directly with a School District Human Rights Officer by the reporting party or complainant.

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- 3.1.4 For Complaints by a Student against a Student or an Employee against a Student: Upon receipt of a report, building staff must notify the building principal immediately, without screening or investigating the report. The building principal or designee will authorize an investigation pursuant to section 4.2 below. The building principal or designee may request, but may not insist upon, a written complaint. If the complaint involves the building principal, the complaint shall be made or filed directly with a School District Human Rights Officer by the reporting party or complainant. If the complaint is brought by a staff member against a student and the complaint involves dangerous or threatening behavior by the student, the complaint shall be forwarded to a School District Human Rights Officer.
- 3.1.5 Designation of the School District Human Rights Officers. The School Board hereby designates the administration to appoint School District Human Rights Officers to receive reports or complaints of discrimination, harassment or violence prohibited by this policy against staff. If the complaint involves one of the Human Rights Officers, the complaint shall be filed with the Superintendent.
- 3.1.6 The School District shall conspicuously post the names of the Human Rights Officer(s), including mailing addresses and telephone numbers.
- 3.1.7 Submission of a good faith complaint or report of discrimination, harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- 3.1.8 Use of formal reporting forms is not mandatory.
- 3.1.9 Reports of discrimination, harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- 3.1.10 The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the School District's legal obligations to investigate, to take appropriate action, and to conform to any discovery or disclosure obligations.

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- 3.1.11 Retaliation against a victim, good faith reporter, or a witness of violence, discrimination, or harassment is prohibited.
- 3.1.12 False accusations or reports of violence, discrimination or harassment against another person are prohibited.
- 3.1.13 A person who engages in an act of violence, discrimination, or harassment, reprisal, retaliation, or false reporting of violence, discrimination or harassment, or permits, condones, or tolerates violence, discrimination or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence, discrimination or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence, discrimination or harassment or engage in an act of reprisal or intentional false reporting of violence, discrimination or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence, discrimination or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

4.0 Investigation

- 4.1 For Complaints by a Student against an Employee or an Employee against an Employee: By authority of the School District, the Human Rights Officer, within three (3) school days of receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by School District officials or by a third party designated by the School District.
- 4.2 For Complaints by Students against Students or an Employee against a Student: By authority of the School District, the building principal or designee, within three (3) school days of receipt of a report or complaint

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alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by School District officials or by a third party designated by the School District.

- 4.3 The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- 4.4 The alleged perpetrator of the act(s) of discrimination, harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- 4.5 In determining whether alleged conduct constitutes a violation of this policy, the School District should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- 4.6 Based on the preponderance of the evidence, the School District will determine whether the alleged conduct was an act of discrimination or created an intimidating, hostile, or offensive educational environment.
- 4.7 In addition, the School District may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged discrimination, harassment or violence prohibited by this policy.
- 4.8 For employees, the investigation will be completed as soon as possible. The School District Human Rights Officer shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the School Board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.
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