

MINNETONKA SCHOOL BOARD STUDY SESSION

District Service Center
January 18, 2024
6:00 p.m.

AGENDA

- 6:00 1. Review of Policies
- 417: Chemical Use
 - 709: Student Transportation Safety
 - 719: Food & Nutrition Services
 - 613: Graduation Requirements
- 6:20 2. Further Discussion on Weighted Grades
- 6:50 3. Further Discussion on Middle School Program Review
- 7:20 4. Discussion on Proposed Enrollment Cap Increase
- 7:40 5. Closed Sessions

(to discuss an attorney client privileged matter relating to the Minnesota Department of Education complaint 24-043C, pursuant to Minnesota Statute 13D.05)

(to discuss negotiations with the Minnesota Teachers Association, pursuant to Minnesota Statute 13D.03)

CITIZEN INPUT

6:20 p.m. Citizen Input is an opportunity for the public to address the School Board on any topic in accordance with the guidelines printed below.

GUIDELINES FOR *CITIZEN INPUT*

Welcome to the Minnetonka School Board's Study Session! In the interest of open communications, the Minnetonka School District wishes to provide an opportunity for the public to address the School Board. That opportunity is provided at every Study Session during *Citizen Input*.

1. Anyone indicating a desire to speak to any item about educational services—except for information that personally identifies or violates the privacy rights of an individual—during *Citizen Input* will be acknowledged by the Board Chair. When called upon to speak, please state your name, connection to the district, and topic. All remarks shall be addressed to the Board as a whole, not to any specific member(s) or to any person who is not a member of the Board.
2. If there are a number of individuals present to speak on the same topic, please designate a spokesperson who can summarize the issue.
3. Please limit your comments to three minutes. Longer time may be granted at the discretion of the Board Chair. If you have written comments, the Board would like to have a copy, which will help them better understand, investigate and respond to your concern.
4. During *Citizen Input* the Board and administration listen to comments. Board members or the Superintendent may ask clarifying questions of you in order to gain a thorough understanding of your concern, suggestion or request. If there is any response or follow-up to your comment or suggestion, you will be contacted via email or phone by a member of the Board or administration in a timely manner.
5. Please be aware that disrespectful comments or comments of a personal nature, directed at an individual either by name or inference, will not be allowed. Personnel concerns should be directed first to a principal or executive director of the department, then to the Executive Director of Human Resources, then to the Superintendent and finally in writing to the Board.

**School Board
Minnetonka I.S.D. # 276
5621 County Road 101
Minnetonka, Minnesota**

Study Session Agenda Item 1

Title: Policy Review

DATE: January 18, 2024

OVERVIEW:

Administration is making policy recommendations due to recent legislative changes.

Policy 417: Chemical Use, updates have been made because of changes to Policy 418: Drug Free Workplace.

Policy 709: Student Transportation Safety, updates have been made to reflect new requirements for training.

Policy 719: Food & Nutrition Services, updates have been made to reflect changes for free breakfast and lunch for students.

Policy 613: Graduation Requirements, updates have been made due to changes in graduation requirements.

ATTACHMENTS:

- Policy 417: Chemical Use (edited copy and clean copy)
- Policy 709: Student Transportation Safety (edited copy and clean copy)
- Policy 719: Food & Nutrition Services (edited copy and clean copy)
- Policy 613: Graduation Requirements (edited copy and clean copy)

RECOMMENDATION/FUTURE DIRECTION:

That the School Board approve the recommended policy changes at the Regular Board meeting on February 1, 2024.

Submitted by:

AM Flowers

Anjie Flowers, General Counsel & Exec. Dir. of Human Resources

Concurrence:

David Law

David Law, Superintendent

MINNETONKA PUBLIC SCHOOLS

Policy #417: CHEMICAL USE POLICY

- This policy replaces: ~~Policy C 20 – Chemical Free School Environment~~
~~Policy C 14 – Drug Free School Policy for Students~~
~~Policy C 17 – Chemical Use Reporting Requirements~~
~~Policy T 13 – Tobacco Free Environment~~

~~1. The Minnetonka School Board is dedicated to providing a healthy, comfortable, and productive environment for students, staff, and visitors. The School Board recognizes the significant problems created by chemical use and abuse in society. Tobacco or other chemical use by students is wrong and harmful. The School Board believes that public schools have an important role in education, intervention and prevention of chemical use and abuse. The purpose of this policy is to assist the School District in maintaining a safe and healthy environment for students, staff, and visitors by prohibiting the use, abuse, possession, sale, or transfer of any chemicals. The School Board is concerned about the health of its employees and also recognizes the importance of adult role modeling for students during formative years. Therefore, the Board supports the enforcement of a chemically free environment.~~

~~1.1. The Board is committed to providing a safe and supportive chemically free school environment for all students, employees, and patrons. Our buildings, campuses and school related activities are chemical and tobacco free. We recognize that underage use of tobacco, alcohol and illicit drugs is illegal, a threat to health and safety to students and others, wrong and harmful to learning.~~

~~1.2. The Board recognizes that chemical dependency is a treatable health problem, which does not respect any group or age. Health problems of youth are primarily the responsibility of the home and community, but schools share in that responsibility because chemical dependency use problems often interfere with school behavior, student learning, and the fullest possible development of each student. The responsibility for a chemical awareness program for students in the school setting is a shared one. The entire policy is available on the District's Web site and in the Principals' Office.~~

~~2. The District's Chemical Use Policy shall use the following definitions:~~

~~2.1. Chemicals shall be defined as all tobacco products, alcoholic beverages, malt beverages or fortified wine and other intoxicating liquor, any narcotic, hallucinogenic, amphetamine, barbiturate, marijuana, inhalants, or other controlled substance, as defined by state and federal law. Abuse of a prescription drug without a physician's prescription, over the counter (OTC) drugs, and facsimile drugs, as well as, possession of drug paraphernalia constitute violations of this policy.~~

~~2.2. A School District is defined as any school owned or leased building, school grounds~~

~~(including school bus stops), school authorized vehicles used to transport students to or from school or school activities or off school property during any school sponsored or school approved activity, event, or function, such as a field trip, or co-curricular activity.~~

- ~~3. All students, staff, and visitors, including those 18 years of age or over are prohibited from possessing, using, abusing, or distributing chemicals on schools grounds (including school bus stops), in school and personal transportation vehicles, or at school-sponsored events.~~
- ~~4. This policy prohibits advertising chemicals on school property and at school-sponsored events or in publications. Clothing, apparel, student artwork, or accessories that promote products or activities that are illegal for use by minors are also prohibited.~~
- ~~5. The School Board believes that education is important in order to establish patterns of behavior related to good health. Curriculum related to preventing chemical use is introduced at the elementary level and reinforced in greater depth at the secondary level.~~
- ~~6. Due to developmental differences between elementary, middle, and secondary students, our enforcement procedures differ.~~

~~6.1. The enforcement procedures for elementary school students shall be as follows:~~

~~6.1.1. The first violation if the principal or designee determines that a student has used, possessed, provided or consumed tobacco or a chemical at school, on school grounds or at a school activity or has arrived at school under the influence shall be as follows:~~

~~6.1.1.1 The principal, or designee, will notify the parent and arrange for a conference.~~

~~6.1.1.2 The principal, or designee, will make a police referral and refer to the building Student Support Team.~~

~~6.1.1.3 The principal, or designee, will hold the conference and develop a cooperative plan with the family to avoid further offenses. (Planning will consider the physical/mental health concerns of the student).~~

~~6.1.2. The second violation: if the principal, or designee, determines that a student has used, possessed, provided or consumed tobacco or a chemical at school, on school grounds or at a school activity or has arrived at school under the influence shall be as follows:~~

~~6.1.2.1 The principal, or designee, will notify the parent and arrange for a conference. The principal, or designee, will make a police referral and refer to the building Student Support Team.~~

~~6.1.2.2 The principal, or designee, will hold the conference and develop a cooperative plan with the family to avoid further offenses (planning will consider the physical/mental health concerns of the student).~~

- ~~6.1.2.3 The principal, or designee, will determine suspension of one to three days (in accordance with the Pupil Fair Dismissal Act).~~
- ~~6.1.2.4 A Children In Need of Protective Services (CHIPS) petition may be filed if deemed appropriate by the school staff.~~

~~6.1.3. The third violation and subsequent offenses: if the principal, or designee, determines that a student has used, possessed, provided or consumed tobacco or a chemical at school, on school grounds or at a school activity or has arrived at school under the influence shall be as follows:~~

- ~~6.1.3.1 The principal, or designee, will notify the parent and arrange for a conference.~~
- ~~6.1.3.2 The principal, or designee, will make a police referral and refer to the building Student Support Team.~~
- ~~6.1.3.3 The principal, or designee, will hold the conference and develop a cooperative plan with the family. Due to the seriousness of this infraction the principal will recommend the family see a physician or therapist.~~
- ~~6.1.3.4 The principal, or designee, will determine suspension of three to five days in accordance with the Pupil Fair dismissal Act.~~
- ~~6.1.3.5 A Children In Need of Protective services (CHIPS) petition will be filed.~~

~~6.2. The enforcement procedures for middle school students shall be as follows:~~

- ~~6.2.1. In all tobacco and chemical policy violations, referral will be made to local law enforcement. Local law enforcement will determine whether or not a citation will be issued.~~
- ~~6.2.2. The enforcement procedures for middle school students shall be separated into tobacco violations and chemical violations.~~

~~6.2.3. The following are steps taken for tobacco violations:~~

- ~~6.2.3.1 The first offense of a tobacco violation shall result in one (1) day of in-school suspension, parent conference, police referral.~~
- ~~6.2.3.2 The second offense of a tobacco violation is shall result in one (1) day of out of school suspension, parent conference, police referral.~~
- ~~6.2.3.3 The third offense of a tobacco violation is shall result in three (3) days of out of school suspension, parent conference, police referral, referral to appropriate resources.~~

~~6.2.4. The following are steps taken for chemical violations:~~

- ~~6.2.4.1 The first offense of a chemical violation shall result in a three (3) days of out of school suspension, parent conference, police referral, referral to the building Student Support Team (which includes a pre-assessment).~~
- ~~6.2.4.2 The second offense of a chemical violation is shall result in five (5) days of out of school suspension, a parent conference, a police referral, and referral to the building Student Support Team. Evaluation is recommended.~~

- ~~6.2.4.3 The third offense of a chemical violation shall result in five (5) days of out-of-school suspension, a parent conference, a police referral, and referral to the building Student Support Team. Evaluation is required. Reentry (if appropriate) depends upon completion of a chemical use evaluation.~~
- ~~6.2.4.4 The fourth offense of a chemical violation shall result in five to fifteen (5-15) days of out of school suspension and a parent/staff conference to evaluate appropriate school placement.~~

~~6.3. The enforcement procedures for high school students shall be as follows:~~

~~6.3.1. The enforcement procedures for high school students shall be separated into tobacco violations and chemical violations.~~

~~6.3.2. The following are steps taken for tobacco violations:~~

~~6.3.2.1 The first offense of a tobacco violation will result in the student being suspended from classes for one (1) to three (3) school days and having a law enforcement referral. Prior to reinstatement to classes, the student must participate in a conference at school with a parent and a principal. Supportive Requirements: The student must confer with the Chemical Health Specialist who will recommend participation in tobacco discussions or diversion classes.~~

~~6.3.2.2 The second offense of a tobacco violation will result in the student being suspended from classes for three (3) to six (6 days) school days and having a law enforcement referral. Prior to reinstatement to classes, the student must participate in a conference at school with a parent and principal. Supportive requirement: The student must participate in a series of smoking diversion class sessions or a series of sanctioned counseling sessions addressing tobacco use issues. A written certificate of completion must be presented to the Chemical Awareness Program staff.~~

~~6.3.2.3 The third offense of a tobacco violation will result in the student being suspended from classes for seven (7) to ten (10) days. The High School Administration will make a recommendation to the Superintendent that the student be expelled from school for the remainder of the school year. During the time required for the expulsion process the student will be provided with homebound or some alternative form of instruction.~~

~~6.3.2.4 The recommendation to expel may be forwarded by the Superintendent to the School Board based upon his conclusions, unless an alternative plan is worked out. That is, the Superintendent, or designee, may offer to meet with the student and parent in a conference to determine whether to proceed with expulsion or by mutual agreement to implement an alternative instruction program off the high school campus for a period of two months. If agreement on the alternative program is reached, the recommendation to expel will be held for further conclusions. At the end of the alternative instructional period and prior to return to normal campus~~

activities, the student and parent must participate in a conference with the High School Principal or an assistant principal. If a fourth violation occurs, the recommendation to expel for the rest of the school year will be forwarded to the School Board for immediate action.

~~6.3.3. The following are steps taken for chemical violations.~~

~~6.3.3.1 The first offense of a chemical violation will result in the student being suspended from classes for four to fifteen (4-15) school days, a law enforcement referral and a possible recommendation for expulsion. Prior to reinstatement to classes, the student and a parent must participate in a principal's conference. Support Requirements: Student must meet with chemical health staff for screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.~~

~~6.3.3.2 The second offense of a chemical violation will result in the student being suspended from classes for six to fifteen (6-15) school days, a law enforcement referral and if possible recommendation for expulsion. Prior to reinstatement to classes, the student and a parent must participate in a principal's conference. Support Requirements: Student must meet with chemical health staff for screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed or scheduled prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.~~

~~6.3.3.3 The third offense for a chemical violation will result in the student being suspended from classes for fifteen (15) days. The High School Administration will make a recommendation to the Superintendent that the student be expelled from school for the remainder of the school year. During the time required for the expulsion process, the student will be provided with homebound or some alternative form of instruction.~~

~~6.3.3.4 The recommendation to expel may be forwarded by the Superintendent to the School Board based upon his conclusions, unless an alternative plan is worked out. That is, the Superintendent, or designee, may offer to meet with the student and parent in a conference to determine whether to proceed with expulsion or by mutual agreement to implement an alternative instructional program off the high school campus for a period not to exceed 12 months. If agreement on the alternative program is reached, the recommendation to expel will be held for further conclusions. At the end of the alternative instructional period and prior to return to normal campus activities, the student and parent must participate in a conference with the High School Principal or an assistant principal. If~~

~~another violation occurs, the recommendation to expel for the rest of the school year will be forwarded to the School Board for immediate action.~~

~~6.3.3.5 When a student is suspended, the parent will receive a document that outlines all requirements to be completed and support steps as part of the suspension process.~~

~~6.4. The Superintendent, or designee, may use discretion in determining whether, under the circumstances, a course of action other than the minimum or consequence specified above is warranted.~~

~~6.5. All offenses are cumulative over a student's enrollment at a school. However, the Superintendent, or designee, has discretion to initiate a new accumulation cycle in assigning the consequences if extenuating circumstances exist.~~

~~7. Smoking, chewing, use of tobacco or possession of tobacco in any form shall be considered grounds for suspension, exclusion or expulsion if engaged in by a pupil in or on school property, 24 hours a day, or away from school property while participating in a school-sponsored activity and/or on school buses.~~

~~8. Those students found in possession of selling, distributing, and/or under the influence of mind-altering chemicals (including alcohol), or in the possession of drug paraphernalia will be suspended from school. The District defines "under the influence" as detectable consumption. This includes violations in or on school property, 24 hours per day, or away from school property while participating in school-sponsored activity and/or on school buses. The police will be called at the time of the suspension and all paraphernalia and substances will be turned over to them and the incident will be recorded. Parents will be called and asked to come to school immediately to remove the student. If the student is incapable of transporting himself/herself and/or if the parents cannot come to school or refuse to come to school, transportation to detox will be arranged.~~

Approved June 6, 2002

Approved August 7, 2008

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees, students, and visitors and list actions that will be taken for student violations of the Drug-Free Workplace and Drug-Free School policy.

II. GENERAL STATEMENT OF POLICY

A violation of this policy occurs when any student, visitor, employee, contractor, volunteer or other school district personnel, uses or possesses alcohol, toxic substances, medical cannabis, non intoxicating cannabinoids, edible cannabinoid products, or controlled substances in any school location.

III. PROCEDURES

- A. Due to developmental differences between elementary, middle, and secondary students, the District's enforcement procedures differ.
- B. The enforcement procedures for elementary school students may be separated or combined into tobacco violations including tobacco, nicotine, and other non-THC vapes and drug violations, including but not limited to marijuana, THC, and cannabinoid products.
- C. The enforcement procedures for elementary school students shall be as follows for tobacco violations:
1. The first tobacco violation shall result in a parent conference. Supportive Requirements: The school will develop a cooperative plan with the family, including education and consequences of tobacco use, in an effort to avoid further violations.
 2. The second tobacco violation shall result in one (1) day of out-of-school suspension and a parent conference. The student may be referred to the counselor or social worker, who may recommend additional support or education.
 3. The third tobacco violation shall result in up to three (3) days of out-of-school suspension, a parent conference, and referral to appropriate resources.
- D. The enforcement procedures for elementary school students shall be as follows for drug violations:
1. The first drug violation shall result in a parent conference, referral to the building Student Support Team, and potential suspension of one day. Supportive Requirements: The school will develop a cooperative plan with the family, including education and consequences of drug use, in an effort to avoid further violations.
 2. The second drug violation shall result in up to five (5) days of out-of-school suspension, a parent conference, referral to the building Student Support Team, and a possible police referral. Support Requirements: Student must meet with the counselor or social worker and will be referred to appropriate resources.
 3. The third drug violation shall result in up to ten (10) days of out-of-school suspension with potential referral for expulsion, a parent conference, a police referral, and referral to the building Student Support Team. Support

Requirements: Student must confer with a chemical health specialist for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.

E. The enforcement procedures for middle school students may be separated or combined into tobacco violations including tobacco, nicotine, and other non-THC vapes and drug violations, including but not limited to marijuana, THC, and cannabinoid products.

F. The enforcement procedures for middle school students shall be as follows for tobacco violations:

1. The first tobacco violation shall result in a parent conference. Supportive Requirements: The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.

2. The second tobacco violation shall result in one (1) day of out-of-school suspension and parent conference. The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.

3. The third tobacco violation shall result in up to three (3) days of out-of-school suspension, parent conference, referral to appropriate resources, and possible police referral. The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.

G. The enforcement procedures for middle school students shall be as follows for drug violations:

1. The first drug violation shall result in a parent conference, police referral, and referral to the building Student Support Team (which includes a pre-assessment) and potential suspension of one day. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical

health screening or assessment recommendations may result in further disciplinary action.

2. The second drug violation shall result in up to five (5) days of out-of-school suspension, a parent conference, a police referral, and referral to the building Student Support Team. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.

3. The third drug violation shall result in up to ten (10) days of out-of-school suspension with potential referral for expulsion, a parent conference, a police referral, and referral to the building Student Support Team. A chemical dependency evaluation is required. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.

H. The enforcement procedures for high school students may be separated or combined into tobacco violations including tobacco, nicotine, and other non-THC vapes and drug violations, including but not limited to marijuana, THC, and cannabinoid products.

I. The enforcement procedures for high school students shall be as follows for tobacco violations:

1. The first tobacco violation shall result in a police referral. Supportive Requirements: The student must participate in a conference at school with a parent and a principal. The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.

2. The second tobacco violation shall result in three (3) to six (6) days of out-of-school suspension and a police referral. Prior to reinstatement to classes, the student must participate in a conference at school with a parent and principal. Supportive Requirement: The student must work with a chemical health specialist, counselor or social worker to develop an individual plan that addresses the student's needs.

3. The third tobacco violation shall result in seven (7) to nine (9) days of out-of-school suspension. The student must continue working with the chemical health specialist, counselor or social worker on their individual plan and follow any proposed revisions.

J. The enforcement procedures for high school students shall be as follows for drug violations:

1. The first drug violation shall result in a law enforcement referral with the potential of suspension of up to three (3) days. The student and a parent must participate in a principal's conference. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.

2. The second drug violation shall result in up to nine (9) days of out-of-school suspension, a law enforcement referral and a potential referral for expulsion. Prior to reinstatement to classes, the student and a parent must participate in a principal's conference. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed or scheduled prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.

3. The third drug violation shall result in up to ten (10) days of out-of-school suspension and a potential referral for expulsion. All violations are cumulative over a student's enrollment within a school.

IV. In accordance with the drug free workplace policy, those students found in possession of, selling, distributing, and/or under the influence of mind-altering chemicals (including alcohol), or in the possession of drug paraphernalia will be suspended from school. This includes violations in or on school property, 24 hours per day, or away from school property while participating in school-sponsored activity and/or on school buses. The police will be called at the time of the suspension and all paraphernalia and substances will be turned over to them and the incident will be recorded. Parents will be called and asked to come to school immediately to remove the student. If the student is incapable of transporting himself/herself and/or if the parents cannot come to school or refuse to come to school, transportation to an appropriate facility will be arranged. The district reserves the right to impose different consequences based on unique circumstances.

Cross References:

Policy 418 (Drug-Free Workplace/Drug-Free school)

Policy 419 (Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)

Reviewed: January 18, 2024

MINNETONKA PUBLIC SCHOOLS

Policy #417: CHEMICAL USE POLICY

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees, students, and visitors and list actions that will be taken for student violations of the Drug-Free Workplace and Drug-Free School policy.

II. GENERAL STATEMENT OF POLICY

A violation of this policy occurs when any student, visitor, employee, contractor, volunteer or other school district personnel, uses or possesses alcohol, toxic substances, medical cannabis, non intoxicating cannabinoids, edible cannabinoid products, or controlled substances in any school location.

III. PROCEDURES

- A. Due to developmental differences between elementary, middle, and secondary students, the District's enforcement procedures differ.
- B. The enforcement procedures for elementary school students may be separated or combined into tobacco violations including tobacco, nicotine, and other non-THC vapes and drug violations, including but not limited to marijuana, THC, and cannabinoid products.
- C. The enforcement procedures for elementary school students shall be as follows for tobacco violations:
 - 1. The first tobacco violation shall result in a parent conference. Supportive Requirements: The school will develop a cooperative plan with the family, including education and consequences of tobacco use, in an effort to avoid further violations.
 - 2. The second tobacco violation shall result in one (1) day of out-of-school suspension and a parent conference. The student may be referred to the counselor or social worker, who may recommend additional support or education.
 - 3. The third tobacco violation shall result in up to three (3) days of out-of-school suspension, a parent conference, and referral to appropriate resources.

- D. The enforcement procedures for elementary school students shall be as follows for drug violations:
1. The first drug violation shall result in a parent conference, referral to the building Student Support Team, and potential suspension of one day. Supportive Requirements: The school will develop a cooperative plan with the family, including education and consequences of drug use, in an effort to avoid further violations.
 2. The second drug violation shall result in up to five (5) days of out-of-school suspension, a parent conference, referral to the building Student Support Team, and a possible police referral. Support Requirements: Student must meet with the counselor or social worker and will be referred to appropriate resources.
 3. The third drug violation shall result in up to ten (10) days of out-of-school suspension with potential referral for expulsion, a parent conference, a police referral, and referral to the building Student Support Team. Support Requirements: Student must confer with a chemical health specialist for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.
- E. The enforcement procedures for middle school students may be separated or combined into tobacco violations including tobacco, nicotine, and other non-THC vapes and drug violations, including but not limited to marijuana, THC, and cannabinoid products.
- F. The enforcement procedures for middle school students shall be as follows for tobacco violations:
1. The first tobacco violation shall result in a parent conference. Supportive Requirements: The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.
 2. The second tobacco violation shall result in one (1) day of out-of-school suspension and parent conference. The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.

3. The third tobacco violation shall result in up to three (3) days of out-of-school suspension, parent conference, referral to appropriate resources, and possible police referral. The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.
- G. The enforcement procedures for middle school students shall be as follows for drug violations:
1. The first drug violation shall result in a parent conference, police referral, and referral to the building Student Support Team (which includes a pre-assessment) and potential suspension of one day. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.
 2. The second drug violation shall result in up to five (5) days of out-of-school suspension, a parent conference, a police referral, and referral to the building Student Support Team. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.
 3. The third drug violation shall result in up to ten (10) days of out-of-school suspension with potential referral for expulsion, a parent conference, a police referral, and referral to the building Student Support Team. A chemical dependency evaluation is required. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.
- H. The enforcement procedures for high school students may be separated or combined into tobacco violations including tobacco, nicotine, and other non-THC vapes and drug violations, including but not limited to marijuana, THC, and cannabinoid products.

I. The enforcement procedures for high school students shall be as follows for tobacco violations:

1. The first tobacco violation shall result in a police referral. Supportive Requirements: The student must participate in a conference at school with a parent and a principal. The student must confer with a chemical health specialist, counselor or social worker, who may recommend additional support or education, such as participation in tobacco discussions or diversion classes.
2. The second tobacco violation shall result in three (3) to six (6) days of out-of-school suspension and a police referral. Prior to reinstatement to classes, the student must participate in a conference at school with a parent and principal. Supportive Requirement: The student must work with a chemical health specialist, counselor or social worker to develop an individual plan that addresses the student's needs.
3. The third tobacco violation shall result in seven (7) to nine (9) days of out-of-school suspension. The student must continue working with the chemical health specialist, counselor or social worker on their individual plan and follow any proposed revisions.

J. The enforcement procedures for high school students shall be as follows for drug violations:

1. The first drug violation shall result in a law enforcement referral with the potential of suspension of up to three (3) days. The student and a parent must participate in a principal's conference. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed, or scheduled, prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.
2. The second drug violation shall result in up to nine (9) days of out-of-school suspension, a law enforcement referral and a potential referral for expulsion. Prior to reinstatement to classes, the student and a parent must participate in a principal's conference. Support Requirements: Student must confer with a chemical health specialist, counselor or social worker for a screening interview and, if warranted, participate in a chemical dependency evaluation and follow the resulting recommendations. This must be completed or scheduled prior to the school reentry conference. Failure to comply with this or the chemical health screening or assessment recommendations may result in further disciplinary action.

3. The third drug violation shall result in up to ten (10) days of out-of-school suspension and a potential referral for expulsion. All violations are cumulative over a student's enrollment within a school.

IV. In accordance with the drug free workplace policy, those students found in possession of, selling, distributing, and/or under the influence of mind-altering chemicals (including alcohol), or in the possession of drug paraphernalia will be suspended from school. This includes violations in or on school property, 24 hours per day, or away from school property while participating in school-sponsored activity and/or on school buses. The police will be called at the time of the suspension and all paraphernalia and substances will be turned over to them and the incident will be recorded. Parents will be called and asked to come to school immediately to remove the student. If the student is incapable of transporting himself/herself and/or if the parents cannot come to school or refuse to come to school, transportation to an appropriate facility will be arranged. The district reserves the right to impose different consequences based on unique circumstances.

Cross References:

Policy 418 (Drug-Free Workplace/Drug-Free school)

Policy 419 (Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)

Reviewed: January 18, 2024

MINNETONKA PUBLIC SCHOOLS

POLICY #709: STUDENT TRANSPORTATION SAFETY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The District may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

B. Student Training

1. The District shall annually provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:

- a. Transportation by school bus is a privilege, not a right;
- b. District policies for student conduct and school bus safety;
- c. Appropriate conduct while on the bus;
- d. The danger zones surrounding a school bus;
- e. Procedures for safely boarding and leaving a school bus;
- f. Procedures for safe vehicle lane crossing; and
- g. School bus evacuation and other emergency procedures.

h. Active transportation safety training including pedestrian safety and bicycle safety within statutory time frames. Accommodations will be provided as needed.

2. The District and all nonpublic schools with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.

3. Students taking driver's training instructional classes and other students in grades 9 and 10 must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus.
4. The District and all nonpublic schools with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
5. The District will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
6. The District may provide kindergarten students with school bus safety training before the first day of school.
7. The District may provide student safety education for bicycling and pedestrian safety for students in grades K through ~~8~~5.
8. The District shall adopt and make available for public review a curriculum for transportation safety education.
9. Nonpublic school students transported by the District will receive school bus safety training by their respective nonpublic school. The nonpublic schools may use the District's school transportation safety education curriculum. The nonpublic school must certify to the District's School Transportation Safety Director that all students enrolled in grades K through 10 have received the appropriate training.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The District's general student behavior rules are in effect for students on school buses.
- B. Consequences for school bus/bus stop misconduct will be imposed by the District under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the District's transportation safety director. Serious misconduct may be reported to local law enforcement.
 1. School Bus and Bus Stop Rules. The District's School Bus Safety Rules are to be posted on every bus. If these rules are broken, the District's discipline procedures are to be followed. Consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the District's Transportation Office/School Office.
 2. Rules at the Bus Stop. The Superintendent, or designee, shall adopt rules

for students at bus stops and on buses.

3. Consequences for school bus rules infractions or bus stop rules infractions shall be established by the Superintendent or designee.
 - a. Consequences for school bus/bus stop misconduct will apply to all regular, field trip and extra-curricular buses. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the District. Parents or guardians will be notified of any suspension of bus privileges.
 - b. The principal of each building will either assume or delegate to a qualified staff member, the responsibilities of a Building Transportation Coordinator. Each principal or coordinator will process school bus misbehavior reports and assign appropriate consequences to students.
 - c. The principal or coordinator will investigate and assign consequences for each report in a manner which is defensible and which is in the interest of preserving the safety and well-being of all bus passengers. An investigation may require the participation of an adult bus monitor, the school bus driver, appropriate students, and appropriate parents.
 - d. The principal or coordinator will assign consequences which are progressively more serious whenever a student persists in behaving inappropriately. The following schedule of consequences shall apply unless a school bus driver chooses to withdraw a given report.
 - i. "Information Only" Misbehavior Report. The principal shall determine whether this report only goes into the student's file, or whether further action should be taken.
 - ii. First Misbehavior Report. The student shall receive one or a combination of the following consequences.
 - Discussion of rules and regulations.
 - Assigned seat on bus.
 - Resolve problem with driver and/or others.
 - Time out or detention at school.
 - iii. Second Misbehavior Report. The student shall receive one or a combination of the following consequences.
 - Resolve problem with driver and/or others.

- Time out or detention at school.
 - Suspend from bus for one day to one week.
- iv. Third Misbehavior Report. The student shall receive one of the following consequences.
- Suspend from bus for one day to one week.
 - Suspend from bus for one week to one month.
 - Suspend from bus for one month to three months.
 - Suspend from bus for remainder of school year.
- v. Fourth Misbehavior Report. The student shall receive one of the following consequences.
- Suspend from bus for one month to three months.
 - Suspend from bus for remainder of school year.
- vi. Fifth Misbehavior Report. The student shall receive the following consequences.
- Suspend from bus for remainder of school year.
- vii. Exception to Progression. The principal shall have the authority to bypass preliminary consequences and assign a suspension from the bus for the remainder of the school year if the misbehavior in question has caused an immediate danger to him/herself, other persons, or property.
- viii. Special Needs Students. Assignment of consequences for students who have individual education plans (I.E.P.'s) shall be administered in accordance with the I.D.E.A. statute. Principals shall immediately enlist the aid of the district's Transportation Safety Coordinator when an I.E.P. student receives a misbehavior report.

C. Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

D. Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building for appropriate determination of consequences and will be retained

in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that causes an immediate and substantial danger to the student or surrounding persons or property will be provided by the District to the Department of Public Safety in accordance with state and federal law.

E. Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

F. Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

G. Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, possession or vandalism), the appropriate District personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The District school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

The Superintendent, or designee, shall annually inform all parents, guardians whose children utilize District-provided buses or designated bus stops with the specific and general expectations for students and parents.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

A. The contract vendor shall annually assure the District in writing that school bus drivers have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a vehicle with a seating capacity of 10 or fewer persons used as a school bus, but not outwardly equipped or identified as a school bus.

B. The contract vendor shall annually assure the District in writing that they are

conducting mandatory drug and alcohol testing of all contractor bus drivers and bus driver applicants in accordance with state and federal law and District policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

The contract vendor shall assure the District in writing that all new school bus drivers be provided with pre-service training, including in-vehicle (actual driving) instruction before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All contractor bus drivers shall receive in-service training annually. The contract vendor shall assure the District in writing that an annual individual school bus driver "evaluation certification" form is retained on file for each contractor driver as contained in the Model School Bus Driver Training Manual.

B. Evaluation

The contract vendor shall assure the District in writing that all school bus drivers with a Class D license be evaluated annually and all other bus drivers be assessed periodically by the bus service provider.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. The District shall assure that all school buses be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the District shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to District policy, a day care facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.
4. Bus drivers must eliminate or minimize, the idling of school bus engines and exposure of children to diesel exhaust fumes.

5. Bus drivers must endeavor to park and load school buses at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call “911” or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III “Crash & Emergency Preparedness” of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one month after the effective date of assignment review the proper methods for dealing with the specific needs and problems of pupils with disabilities, assist pupils with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
 1. The pupil’s name and address;
 2. The nature of the pupil’s disabilities;
 3. Emergency health care information; and
 4. The names and telephone numbers of the pupil’s physician, parents, guardians, or custodians, and some person other than the pupil’s parents or custodians who can be contacted in case of an emergency.

IX. CONTRACT VENDOR VEHICLE MAINTENANCE STANDARDS

- A. All vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the District.
- B. All vehicles shall be state inspected in accordance with legal requirements.

X. TRANSPORTATION SAFETY DIRECTOR

The contractor shall employ a Transportation Safety Director who functions as the Transportation Safety Director for both the contractor and the District. The Transportation Safety Director shall have day-to-day responsibility for pupil transportation safety, including transportation of nonpublic school children when provided by the District. The School Transportation Safety Director will assure that this policy is periodically reviewed to ensure that it conforms to law. The Transportation Safety Director shall certify annually to the District in writing that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The Transportation Safety Director also shall annually verify to the District in writing the validity of the driver’s license of each employee who regularly transports students for the District in a Type A, B, C, or D school bus or Type III vehicle with the National Driver’s Register or the Department of Public Safety. The Transportation Safety Director also shall confirm annually to the District that students have received school bus safety training in accordance with state law. The name, address and telephone number of the Transportation Safety Director are on file in the District office. Any questions regarding student transportation or this policy may be addressed to the Supervisor of Student Accounting & Transportation.

XI. PUPIL TRANSPORTATION SAFETY COMMITTEE

The Board may establish a Pupil Transportation Safety Committee. The chair of the Pupil Transportation Safety Committee is the District’s Supervisor of Student Accounting & Transportation. The school board shall appoint the other members of the Pupil Transportation Safety Committee. Membership may include parents, school bus drivers, representatives of school bus companies, local law enforcement officials, other District staff, and representatives from other units of local government.

Cross References:

- Policy 307: Access and Dissemination (Compliance with Minnesota Data Practices Act)
- Policy 506: Student Discipline and Code of Conduct
- Policy 707: Student Transportation Policy

Adopted: June 1, 2006

Reviewed: October 28, 2021

Reviewed: November 18, 2021

Adopted: December 2, 2021

Reviewed: January 18, 2024

MINNETONKA PUBLIC SCHOOLS

POLICY #709: STUDENT TRANSPORTATION SAFETY

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6. The District may provide kindergarten students with school bus safety training before the first day of school.
7. The District may provide student safety education for bicycling and pedestrian safety for students in grades K through 8.
8. The District shall adopt and make available for public review a curriculum for transportation safety education.
9. Nonpublic school students transported by the District will receive school bus safety training by their respective nonpublic school. The nonpublic schools may use the District's school transportation safety education curriculum. The nonpublic school must certify to the District's School Transportation Safety Director that all students enrolled in grades K through 10 have received the appropriate training.

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2. Rules at the Bus Stop. The Superintendent, or designee, shall adopt rules for students at bus stops and on buses.
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A. Parent and Guardian Notification

The District school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

The Superintendent, or designee, shall annually inform all parents, guardians whose children utilize District-provided buses or designated bus stops with the specific and general expectations for students and parents.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

- A. The contract vendor shall annually assure the District in writing that school bus drivers have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus

endorsement, may drive a vehicle with a seating capacity of 10 or fewer persons used as a school bus, but not outwardly equipped or identified as a school bus.

- B. The contract vendor shall annually assure the District in writing that they are conducting mandatory drug and alcohol testing of all contractor bus drivers and bus driver applicants in accordance with state and federal law and District policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

The contract vendor shall assure the District in writing that all new school bus drivers be provided with pre-service training, including in-vehicle (actual driving) instruction before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All contractor bus drivers shall receive in-service training annually. The contract vendor shall assure the District in writing that an annual individual school bus driver "evaluation certification" form is retained on file for each contractor driver as contained in the Model School Bus Driver Training Manual.

B. Evaluation

The contract vendor shall assure the District in writing that all school bus drivers with a Class D license be evaluated annually and all other bus drivers be assessed periodically by the bus service provider.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. The District shall assure that all school buses be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the District shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to District policy, a day care facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.

4. Bus drivers must eliminate or minimize, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. Bus drivers must endeavor to park and load school buses at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call “911” or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III “Crash & Emergency Preparedness” of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one month after the effective date of assignment review the proper methods for dealing with the specific needs and problems of pupils with disabilities, assist pupils with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
 1. The pupil’s name and address;
 2. The nature of the pupil’s disabilities;
 3. Emergency health care information; and
 4. The names and telephone numbers of the pupil’s physician, parents, guardians, or custodians, and some person other than the pupil’s parents or custodians who can be contacted in case of an emergency.

IX. CONTRACT VENDOR VEHICLE MAINTENANCE STANDARDS

- A. All vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the District.

B. All vehicles shall be state inspected in accordance with legal requirements.

X. TRANSPORTATION SAFETY DIRECTOR

The contractor shall employ a Transportation Safety Director who functions as the Transportation Safety Director for both the contractor and the District. The Transportation Safety Director shall have day-to-day responsibility for pupil transportation safety, including transportation of nonpublic school children when provided by the District. The School Transportation Safety Director will assure that this policy is periodically reviewed to ensure that it conforms to law. The Transportation Safety Director shall certify annually to the District in writing that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The Transportation Safety Director also shall annually verify to the District in writing the validity of the driver's license of each employee who regularly transports students for the District in a Type A, B, C, or D school bus or Type III vehicle with the National Driver's Register or the Department of Public Safety. The Transportation Safety Director also shall confirm annually to the District that students have received school bus safety training in accordance with state law. The name, address and telephone number of the Transportation Safety Director are on file in the District office. Any questions regarding student transportation or this policy may be addressed to the Supervisor of Student Accounting & Transportation.

XI. PUPIL TRANSPORTATION SAFETY COMMITTEE

The Board may establish a Pupil Transportation Safety Committee. The chair of the Pupil Transportation Safety Committee is the District's Supervisor of Student Accounting & Transportation. The school board shall appoint the other members of the Pupil Transportation Safety Committee. Membership may include parents, school bus drivers, representatives of school bus companies, local law enforcement officials, other District staff, and representatives from other units of local government.

Cross References:

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Policy 506: Student Discipline and Code of Conduct

Policy 707: Student Transportation Policy

Adopted: June 1, 2006

Reviewed: October 28, 2021

Reviewed: November 18, 2021

Adopted: December 2, 2021

Reviewed: January 18, 2024

MINNETONKA PUBLIC SCHOOLS

POLICY #719: ~~FOOD AND~~ NUTRITION SERVICES POLICY

I. PURPOSE

The purpose of this policy is to provide guidelines for the operation of a strong, self-supporting ~~Food and~~ Nutrition Services program that provides a positive school experience for students and contributes to the efforts of staff to reach our vision and attain our mission.

II. GENERAL STATEMENT OF POLICY

The ~~Food and~~ Nutrition Services program is an integral part of the learning community providing customers with quality food and service in a pleasing environment. The program exists to enhance education by providing attractive, nutritious and affordable meals for all our customers in a financially sound manner. School meal service is a vital link to the physical and intellectual fitness of students. It is the Board's philosophy relative to the ~~Food and~~ Nutrition Program to:

- A. Provide a highly beneficial contribution to our children's education.
- B. To teach healthy choices for life.
- C. To offer a wide variety of healthy choices that teach kids how to develop healthy, lifetime eating habits.
It is the policy of Minnetonka Public Schools to provide school sites with the facilities and equipment necessary to implement a nutritional and cost effective ~~Food and~~ Nutrition Services Program for its students. ~~It requires that:~~
 1. The meals served ~~support encourage~~ students ~~in their efforts~~ to practice good dietary habits as taught in the District curriculum, ~~and~~
 2. The ~~fees collected from students~~ funding received based on meals served offsets the costs incurred by the District for the purchase, preparation and serving of the meals.

III. REQUIREMENT

- A. AUTHORITY: The ~~Food and~~ Nutrition Services Program is responsible for all foods served from the kitchens at the school sites.
- B. COST CONTROLS: The price of meals, both breakfast and lunch will be free for all students with a maximum of one free breakfast and one free lunch per student. This is accomplished by through funding provided by the State of Minnesota and the United States Department of Agriculture (USDA) and through the school district's diligence in controlling all the costs associated with ~~of~~ food preparation and service.
- C. MENU PLANNING: When administering the program, ~~Food and~~ Nutrition Services

must comply with federal guidelines for the National School Lunch and Breakfast Programs and reflect the good dietary habits identified in the District's health curriculum.

- D. FREE & REDUCED-PRICE LUNCHES: The District must comply with state and federal guidelines regarding free and reduced price lunches.
- E. OPERATIONAL TIMELINES: All food and beverage items dispensed before classes begin in the morning and during the school day shall be through the School Food and Nutrition Services Program as required by federal regulations.
- F. ACCESS TO SCHOOL LUNCH: School lunches will be made available to all pupilsstudents and employees at each school site at the established rates.
- G. USE OF KITCHEN AND ~~LUNCH ROOM~~LUNCHROOM SPACE: Kitchens and lunch rooms exist primarily for the benefit of the students-youngsters enrolled in school. No other activity during the time lunch is served shall be permitted to interfere with this function.
- H. LICENSING: All kitchens are licensed facilities and are subject to all the rules and regulations as specified in the Department of Health, Minnesota Food Code.

IV. IMPLEMENTATION

- A. The program is administered by the Supervisor of Food and Nutrition Services through the Executive Director of Finance and Operations.
Lunchroom personnel will share the responsibility for supervising lunch lines and lunchrooms when they are being used.

IV. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

- A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families can view meal account balances, in real time, through their Skyward Family Access account. Families will receive periodic communications to keep them informed of their student's account balance.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, providing alternative meals not specifically related to dietary needs; providing non-reimbursable meals; or affixing stickers, stamps, or pins.

V. UNPAID MEAL CHARGES

- A. Once a student's meal is placed on a tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.
- B. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges.
- C. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.
- D. In some instances of negative balances, the school district may use a collection agency to collect unpaid school meal debts after reasonable efforts have been made by the school district to collect the debt. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal methods permitted by law.
- E. The school district will not limit a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

VI. IMPLEMENTATION

- A. The program is administered by the Supervisor of Nutrition Services through the Executive Director of Finance and Operations.
- B. School lunchroom personnel share the responsibility for supervising lunch lines and lunchrooms.

VII. COMMUNICATION OF POLICY

- A. This policy will be posted on the school district's website.

References: Minn. Stat. 124D.111
Minn. Stat. 123B.37

Adopted: September 16, 2004

Reviewed: January 18, 2024

MINNETONKA PUBLIC SCHOOLS

POLICY #719: NUTRITION SERVICES POLICY

I. PURPOSE

The purpose of this policy is to provide guidelines for the operation of a strong, self-supporting Nutrition Services program that provides a positive school experience for students and contributes to the efforts of staff to reach our vision and attain our mission.

II. GENERAL STATEMENT OF POLICY

The Nutrition Services program is an integral part of the learning community providing customers with quality food and service in a pleasing environment. The program exists to enhance education by providing attractive, nutritious and affordable meals for all our customers in a financially sound manner. School meal service is a vital link to the physical and intellectual fitness of students. It is the Board's philosophy relative to the Nutrition Program to:

- A. Provide a highly beneficial contribution to our children's education.
- B. To teach healthy choices for life.
- C. To offer a wide variety of healthy choices that teach kids how to develop healthy, lifetime eating habits.

It is the policy of Minnetonka Public Schools to provide school sites with the facilities and equipment necessary to implement a nutritional and cost effective Nutrition Services Program for its students.

1. The meals served encourage students to practice good dietary habits as taught in the District curriculum.
2. The funding received based on meals served offsets the costs incurred by the District for the purchase, preparation and serving of the meals.

III. REQUIREMENT

- A. **AUTHORITY:** The Nutrition Services Program is responsible for all foods served from the kitchens at the school sites.
- B. **COST CONTROLS:** The price of meals, both breakfast and lunch is free for all students with a maximum of one free breakfast and one free lunch per student. This is accomplished through funding provided by the State of Minnesota and the United States Department of Agriculture (USDA) and through the school district's diligence in controlling all costs associated with food preparation and service.

- C. **MENU PLANNING:** When administering the program, Nutrition Services must comply with federal guidelines for the National School Lunch and Breakfast Programs and reflect the good dietary habits identified in the District's health curriculum.
- D. **FREE & REDUCED-PRICE LUNCHES:** The District must comply with state and federal guidelines regarding free and reduced price lunches.
- E. **OPERATIONAL TIMELINES:** All food and beverage items dispensed before classes begin in the morning and during the school day shall be through the School Nutrition Services Program as required by federal regulations.
- F. **ACCESS TO SCHOOL LUNCH:** School lunches will be made available to all students and employees at each school site at the established rates.
- G. **USE OF KITCHEN AND LUNCHROOM SPACE:** Kitchens and lunch rooms exist primarily for the benefit of the students enrolled in school. No other activity during the time lunch is served shall be permitted to interfere with this function.
- H. **LICENSING:** All kitchens are licensed facilities and are subject to all the rules and regulations as specified in the Department of Health, Minnesota Food Code.

IV. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

- A. The District will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families can view meal account balances, in real time, through their Skyward Family Access account. Families will receive periodic communications to keep them informed of their student's account balance.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, providing alternative meals not specifically related to dietary needs; providing non-reimbursable meals; or affixing stickers, stamps, or pins.

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- B. The District will make reasonable efforts to communicate with families to resolve the matter of unpaid charges.

- C. The District will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.
- D. In some instances of negative balances, the District may use a collection agency to collect unpaid school meal debts after reasonable efforts have been made by the District to collect the debt. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal methods permitted by law.
- E. The District will not limit a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

VI. IMPLEMENTATION

- A. The program is administered by the Supervisor of Nutrition Services through the Executive Director of Finance and Operations.
- B. School lunchroom personnel share the responsibility for supervising lunch lines and lunchrooms.

VII. COMMUNICATION OF POLICY

- A. This policy will be posted on the District's website.

***References: Minn. Stat. 124D.111
Minn. Stat. 123B.37***

***Adopted: September 16, 2004
Reviewed: January 18, 2024***

MINNETONKA PUBLIC SCHOOLS

POLICY #613: GRADUATION REQUIREMENTS

1.0I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the Minnetonka School District.

2.0II. GENERAL STATEMENT OF POLICY

The policy of the Minnetonka School District is that all students, in order to earn a high school diploma, must demonstrate their satisfactory completion of the credit requirements and their understanding of academic standards.

The Minnetonka School District will provide a comprehensive academic program, which addresses knowledge, skills, concepts and processes as determined by local standards and curriculum and state academic standards.

Special Education students who properly complete the programs specified in their IEP (Individual Education Plan) and have received the recommendation of their IEP Team shall be awarded a diploma.

3.III. AREAS OF RESPONSIBILITY

3.1A. Authorization to certify pupils for graduation from high school shall be vested in the Principal of Minnetonka High School, in accordance with District Policy.

3.2B. Administrators and guidance counselors have the responsibility to communicate to parents and students the full range of course and program options.

3.3C. Credits may be transferred to Minnetonka High School from other accredited secondary schools upon evaluation by the high school administration and/or counselors.

4.IV. CREDIT REQUIREMENTS

A. To receive a Minnetonka High School Diploma, a student who began grade nine in the 2023-2024 school year or earlier must have accumulated 22.5 credits, ~~and meet all requirements outlined below.~~ Students must be enrolled for a minimum of six (6) credits at grades nine and ten, and must enroll for an adequate number of credits in grades eleven and twelve to accumulate the number of credits required for graduation.

Students who began grade nine in the 2023-2024 school year or earlier, must meet all the following graduation requirements:

1. Four credits of language arts sufficient to satisfy all academic standards in English language arts;
2. Three credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics;
3. An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;
4. Three credits of science, including at least: (a) one credit of biology; (b) one credit of chemistry or physics; and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;
5. Three and one-half credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies;
6. One credit in the arts sufficient to satisfy all of the state or local academic standards in the arts;
7. One credit of physical education;
8. One-half credit of health; and
9. A minimum of six and one-half elective credits.

B. To receive a Minnetonka High School Diploma, a student who begins grade nine in the 2024-25 school year or later must have accumulated 22.5/23.5 credits and must meet all graduation requirements outlined below. Students must be enrolled for a minimum of six (6) credits at grades nine and ten, and must enroll for an adequate number of credits in grades eleven and twelve to accumulate the number of credits required for graduation.

Students who begin grade nine in the 2024-25 school year or later, must meet all the following graduation requirements:

1. Four credits of language arts sufficient to satisfy all academic standards in English language arts;

2. Three credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics;
- ~~3. An algebra I credit by the end of 8th grade sufficient to satisfy all of the 8th grade standards in mathematics;~~
3. Three credits of science, including ~~at least:~~ (a) ~~one elective credit of science~~ one credit to satisfy all earth and space science standards; (b) one credit to satisfy all biology standards; (c) one credit to satisfy all the chemistry or physics standards; ~~and the combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;~~
4. Three and one-half credits of social studies, including credit for a course in government and citizenship in either grade 11 or 12 or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies;
5. One credit in the arts sufficient to satisfy all of the ~~state or local~~ academic standards in the arts;
6. One credit of physical education;
7. One-half credit of personal finance in grade 10, 11 or 12;
8. One-half credit of health; and
9. A minimum of ~~six and one-half~~ seven elective credits.

V. PARTICIPATION IN THE COMMENCEMENT CEREMONY

Participation in the Minnetonka High School graduation ceremony is a privilege afforded to students who meet eligibility requirements. These requirements include:

- 5.1A. Being a member of the current year graduating class.
- 5.2B. Having completed all course and credit requirements.
- 5.3C. Being in good disciplinary standing.

5.4D. In the event of medical emergencies or other extenuating circumstances, an “opportunity for administrative review” will be afforded to those students that do not meet the requirements set forth in this policy.

VI. SUMMER COMMENCEMENT

A summer commencement will be held for those students completing their graduation requirements after the close of the regular school year.

7.0VII.INTERNATIONAL STUDENTS

International students shall be permitted to participate in the graduation ceremony and shall be awarded an honorary diploma unless they meet the criteria for a regular diploma.

8.0VIII.EARLY GRADUATION

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

8-1A. All course or standards and credit requirements must be met;

8-2B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and

8-3C. The principal’s decision shall be in writing and may be subject to review by the superintendent and school board.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota’s Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. §120B.024 (Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat 2003, Section 124D.095 (On-line Learning Option Act)
Minn. Stat § Section 120B.16 (Secondary Credit for Students)

Approved: November 20, 2004

Reviewed: January 27, 2005

Adopted: June 2, 2005

Reviewed: December 15, 2022

Approved: January 12, 2023

Reviewed: January 18, 2024

MINNETONKA PUBLIC SCHOOLS

POLICY #613: GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the Minnetonka School District.

II. GENERAL STATEMENT OF POLICY

The policy of the Minnetonka School District is that all students, in order to earn a high school diploma, must demonstrate their satisfactory completion of the credit requirements and their understanding of academic standards.

The Minnetonka School District will provide a comprehensive academic program, which addresses knowledge, skills, concepts and processes as determined by local standards and curriculum and state academic standards.

Special Education students who properly complete the programs specified in their IEP (Individual Education Plan) and have received the recommendation of their IEP Team shall be awarded a diploma.

III. AREAS OF RESPONSIBILITY

- A. Authorization to certify pupils for graduation from high school shall be vested in the Principal of Minnetonka High School, in accordance with District Policy.
- B. Administrators and guidance counselors have the responsibility to communicate to parents and students the full range of course and program options.
- C. Credits may be transferred to Minnetonka High School from other accredited secondary schools upon evaluation by the high school administration and/or counselors.

IV. CREDIT REQUIREMENTS

- A. To receive a Minnetonka High School Diploma, a student who began grade nine in the 2023-2024 school year or earlier must have accumulated 22.5 credits. Students must be enrolled for a minimum of six (6) credits at grades nine and ten, and must enroll for an adequate number of credits in grades eleven and twelve to accumulate the number of credits required for graduation.

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5. Three and one-half credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies;
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7. One credit of physical education;
8. One-half credit of health; and
9. A minimum of six and one-half elective credits.

- B. To receive a Minnetonka High School Diploma, a student who begins grade nine in the 2024-25 school year or later must have accumulated 23.5 credits and must meet all graduation requirements outlined below. Students must be enrolled for a minimum of six (6) credits at grades nine and ten, and must enroll for an adequate number of credits in grades eleven and twelve to accumulate the number of credits required for graduation.

Students who begin grade nine in the 2024-25 school year or later, must meet all the following graduation requirements:

1. Four credits of language arts sufficient to satisfy all academic standards in English language arts;

2. Three credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics;
3. Three credits of science, including: (a) one credit to satisfy all earth and space science standards; (b) one credit to satisfy all biology standards; (c) one credit to satisfy all the chemistry or physics standards;
4. Three and one-half credits of social studies, including credit for a course in government and citizenship in either grade 11 or 12 or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies;
5. One credit in the arts sufficient to satisfy all of the academic standards in the arts;
6. One credit of physical education;
7. One-half credit of personal finance in grade 10, 11 or 12;
8. One-half credit of health; and
9. A minimum of seven elective credits.

V. PARTICIPATION IN THE COMMENCEMENT CEREMONY

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- A. Being a member of the current year graduating class.
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- D. In the event of medical emergencies or other extenuating circumstances, an “opportunity for administrative review” will be afforded to those students that do not meet the requirements set forth in this policy.

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

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

Legal References: Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.024 (Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat 2003, Section 124D.095 (On-line Learning Option Act)
Minn. Stat § Section 120B.16 (Secondary Credit for Students)

Approved: November 20, 2004

Reviewed: January 27, 2005

Adopted: June 2, 2005

Reviewed: December 15, 2022

Approved: January 12, 2023

Reviewed: January 18, 2024

DISCUSSION

School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota

Study Session Agenda Item #2

Title: Further Discussion on Weighted Grades

Date: January 18, 2024

EXECUTIVE SUMMARY:

Minnetonka District Policy 626: Secondary Grading and Reporting Pupil Achievement, was created to “*establish effective grading and reporting practices that reflect a student’s academic achievement of the course standards.*” One of the topics covered in this policy is “Grade Weighting” defined in policy as: “*the assignment of a greater value to the letter grade’s numeric point value to reward a student for completing the Advanced Placement (AP) and/or International Baccalaureate (IB) course(s) and taking the national/international AP and IB assessments in the spring.*” This policy was modified and adopted in June of 2016 and included the following criteria for weighted grading:

“International Baccalaureate (IB) and Advanced Placement (AP) courses use different, weighted scales to differentiate between IB/AP and regular courses. All Advanced Placement and International Baccalaureate courses shall be weighted +1.0 if the student earns a C- or higher, the courses have been determined to meet the standards of rigor established by the District, and the student successfully achieves a “3” or higher for Advanced Placement courses or a “4” on an International Baccalaureate assessment. For courses that are beyond the rigor of AP and IB, students must earn a C- or higher in the course and achieve a C- or higher on the end-of course exam to receive grade-weight status.”

At the time this policy was created, this criteria was selected with the belief that students would be more engaged in their coursework because they were expected to perform well on the AP or IB assessment. Since the policy was implemented, the majority of students enrolled in these courses have earned a weighted grade. There are concerns that some students choose not to take these rigorous courses because they are required to perform well on the AP or IB assessment in order to earn the weighted grade. There are also concerns that the policy punishes students who do not perform well on assessments.

After a first discussion at the November study session, the district conducted a survey of teachers, counselors, parents and students about this policy. A summary of those surveys will be presented tonight with an opportunity for School Board members to discuss this information and suggest next steps for this policy.

Submitted by: _____



David Law, Superintendent

**School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota**

Study Session Agenda Item #3

Title: Middle School Program Proposal

Date: January 18, 2024

EXECUTIVE SUMMARY

Over the past two months, the middle school principals, in collaboration with the teaching and learning department and teacher leaders, have developed a comprehensive middle school program proposal based on the findings from the program review presented to the School Board on November 16th. This proposal integrates the information gathered, including stakeholder feedback, during the program review completed over the past ten months.

BACKGROUND

On March 23, 2023, middle school and district leaders proposed the District engage in a comprehensive review of the current middle school program, including opportunities for student, family and staff voice and engagement. The Board supported that recommendation, and the program review process began in April of 2023.

The process has focused on the student experience, prioritizing social and emotional development, student interest and strengths, the student knowing themselves as a learner, and providing opportunities for choice and ownership.

This robust review process included data from stakeholder surveys and focus groups, information about program structures from regional and national peer schools, and best practices for middle school programming. A program review committee was convened to analyze all the information gathered and develop themes and priorities. Additionally, all middle school staff had multiple opportunities throughout the process for information sharing and feedback loops.

Prior to the work this year, the last review of Middle School programming was conducted in 2007. The findings from that review resulted in significant changes to the middle schools, including the creation of honors level courses in all four subject areas, new courses supporting students in math, reading and organization skills, and multiple new elective courses with more flexibility for 8th graders when registering.

While these changes have served the school community well, the middle school program has continued to evolve with the addition of the Navigator program, Spanish and Chinese Immersion programs, and a considerable increase in open enrollment. These changes, coupled with significant program additions at the high school level, have made this an

opportune time to again evaluate the middle school program as we strive to best meet both the needs of students and achieve District goals.

PROPOSAL

The Middle School Program Proposal addresses the five priorities identified and discussed at the November 16 School Board Study Session. These priorities include: 1) creating a more flexible master schedule, 2) differentiated academic support, 3) dedicated social and emotional learning time, 4) the evaluation and expansion of exploratory and elective options emphasizing student choice, and 5) opportunities for teacher professional learning and collaboration. This proposal addresses these five priorities in two phases.

Phase I:

- Implement a modified block master schedule to provide greater flexibility.
- Integrate all Immersion courses into the regular daily schedule, untethering them from advisory.
- Restructure Academic Support options to include integrated intervention and extension, along with flexible support.
- Create dedicated Social and Emotional Learning time for all students.

Phase II:

- Evaluate and expand Exploratory and Elective options that emphasizes student choice.

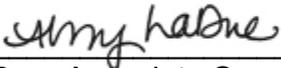
Both phases will include essential teacher professional learning, curriculum development and enhanced opportunities for collaboration. The priorities will focus on design and development of new courses and revisions to existing curriculum. These elements will shape the implementation of the initial phase and the design of the next iteration of courses.

In conjunction with these proposed program improvements, it is proposed the District initiate a comprehensive facilities study to assess current and future needs at the middle level.

This report will provide an opportunity to have further discussion regarding the implementation proposal and timeline.

RECOMMENDATION/FUTURE DIRECTION

This report is provided to the Board as an update on recommendations for the middle school program based on the recent comprehensive review.

Submitted by: 

Amy LaDue, Associate Superintendent

Concurrence: 

David Law, Superintendent

DISCUSSION

**School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota**

Study Session Agenda Item #4

Title: Discussion on Proposed Enrollment Cap Increase Date: January 18, 2024

EXECUTIVE SUMMARY:

This discussion will be an opportunity for the School Board to discuss the administrative proposal to raise the enrollment cap set by the Board from 11,100 in person K-12 students to 11,250 as part of the solution to ensure long term financial stability. Board members will have the opportunity to discuss concerns raised since the topic was presented in December and January ahead of a potential decision in February.

Submitted by: _____



David Law, Superintendent