

003. ADMINISTRATION

003.1 The Superintendent of Schools

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The School Board shall employ a superintendent who shall serve as an ex-officio, nonvoting member of the School Board and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the School Board.
- B. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- C. Where responsibilities are not specifically prescribed, nor School Board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the School Board.
- D. The execution of all decisions made by the School Board concerning the internal operation of the school system shall be delegated to the Superintendent. These administrative functions shall be in accord with the policies adopted by the School Board.

Reviewed: December, 1999
May, 2004

Revised/Replaced: July, 2011
January, 2016

003. ADMINISTRATION

003.1 The Superintendent of Schools

003.11 School Board and Superintendent Relationship

I. PURPOSE

The purpose of this policy is to clarify the role of the superintendent and his/her relationship with the School Board. The superintendent leads and works with the school district administration to carry out the responsibilities outlined in the policy.

II. GENERAL STATEMENT OF POLICY

- A. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The School Board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the School Board.
- C. The School Board shall seek specific recommendations, background information, and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. The School Board holds accountable the school district administration for educational results and effective leadership at the school building level.
- E. The School Board and school district administration shall work together to share information and make decisions that best serve the needs of school district students within financial and facility constraints that may exist.

Reviewed: December, 1999
May, 2004

Revised/Replaced: July, 2011
January, 2016

003. ADMINISTRATION
003.2 Site-Based Decision Making

I. PURPOSE

The purpose of this policy is to establish the School Board’s support of site-based decision-making.

II. GENERAL STATEMENT OF POLICY

The School Board believes students, parents/guardians, School District personnel, and the community at large are essential stakeholders in the education of School District students. The School Board encourages participation of stakeholders in site-based decision-making designed to encourage involvement in improving student achievement.

III. REQUIREMENTS

- A. Minnesota Statutes place the responsibility for the operation of local school districts in the hands of the local School Board and by its designation, the Superintendent of Schools. The School Board shall retain this ultimate responsibility.
- B. The School Board is responsible to allocate resources to sites for maintaining and improving the educational program. The site team will have the authority to make and implement decisions within the parameters of site-based decision-making set by the School Board.
- C. The School Board directs the Superintendent to encourage stakeholder participation in site-based decision-making.
- D. Site teams shall submit educational improvement plans to the School Board and Superintendent for approval.

First Reading: June 17, 1999
Adopted: July 12, 1999
Reviewed: December, 1999
May, 2004
July, 2011

Revised: January, 2016

003. ADMINISTRATION

003.3 Decisions in the Absence of School Board Policy

I. PURPOSE

The purpose of this policy is to provide direction to the superintendent when School Board policy does not exist.

II. GENERAL STATEMENT OF POLICY

When a situation arises that is not covered by School Board policy and requires immediate attention, the Superintendent will act to resolve the situation. The Superintendent shall inform the School Board, as soon as practical, that such an action has been necessary. At the discretion of the School Board Chair, the Superintendent's decision will be reviewed at an appropriate time.

Reviewed: December, 1999
May, 2004
July, 2011

Revised: January, 2016

003. ADMINISTRATION

003.4 Review of Administrative Decisions

I. PURPOSE

The purpose of this policy is to acknowledge an employee's right to appeal administrative decisions and to identify the appropriate levels for appeals to be considered.

II. GENERAL STATEMENT OF POLICY

Every employee of the School District has the right to appeal any administrative decision. All grievances and appeals for review of decisions will be made first to the employee's immediate supervisor, and thereafter through appropriate successive steps, as necessary, to the School Board.

Reviewed: December, 1999
May, 2004
July, 2011

Revised: January, 2016

003. ADMINISTRATION
003.5 Emergency Closings

I. PURPOSE

The purpose of this policy is to outline the authority and responsibilities of the administration related to emergency school closings.

II. GENERAL STATEMENT OF POLICY

The Superintendent is authorized to direct the early dismissal, late start or cancellation of school classes in the event of inclement weather, unfavorable road conditions, or other emergencies that threaten the safety or well-being of students and employees.

When excusing all students from attending school, delaying the opening hour, or dismissing students early, the administration has the responsibility to see that as much of the administrative, supervisory, and operational activity is continued as may be possible.

Reviewed: December, 1999
June, 2004
July, 2011

Revised: January, 2016

003. ADMINISTRATION

003.60 Safety

003.61 Emergency Action Plan

I. PURPOSE

The purpose of the Emergency Action Plan is to act as a guide for building administrators in preparing a site-specific Emergency Action Plan.

II. GENERAL INFORMATION

A. The Policy and Plans

The School District will create and update an Emergency Action Plan created in consultation with local community response agencies and other appropriate individuals and groups likely to be involved in assisting with a school emergency. Each building administrator will tailor a crisis-management plan to meet that building's specific situation and needs.

The School District administration and/or the administration of each building will present tailored crisis-management plans to the school board for review and approval.

B. Elements of the District Emergency Action Plan

1. General Crisis Procedures. The Emergency Action Plan will include general crisis procedures for securing the building, classroom evacuation, building evacuation, campus evacuation, and sheltering. It will designate the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating the building-specific crisis-management plans. Each building will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in development of the building-specific crisis-management plans.

a. Lock-Down Procedures. Lock-down procedures will be used in situations that may result in harm to persons inside the school building, such as a shooting, hostage incident, intruder, trespassing, disturbance, or at the discretion of the building administrator or designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. The alert will be made using a pre-selected code word. Provisions for emergency evacuation should be maintained even in the event of a lock-down. Each building

administrator will submit lock-down procedures for their building as part of the building-specific crisis-management plan.

- b. Evacuation Procedures. Classroom, building, and campus evacuations may be implemented at the discretion of the building administrator or designee. Each building's crisis-management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee, as appropriate. Safe areas may change depending on the emergency.
 - c. Sheltering Procedures. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change depending on the emergency. The building administrator or designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for a building as part of the building-specific crisis-management plan.
 - d. Bombs and Bomb Threats. Procedures for addressing bomb threats include directions for the individual who receives or learns of a potential threat, the responsibilities of school administration, and steps to follow if evacuation of a school building is required.
2. Crisis-Specific Procedures. The Emergency Action Plan includes crisis-specific procedures for potential crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed so that building administrators can tailor response procedures when creating building-specific crisis-management plans.
3. School Closure Procedures. The superintendent will make decisions about closing a school or any school district building. Such decisions will be made by the superintendent as early in the day as possible. The school closure procedures will describe potential reasons for school closure (weather-related or a crisis situation), will specify how the decision will be communicated to staff, students, families and the school community (including means such as broadcast and social media, local authorities, or electronic

notification), and will discuss factors to be considered in closing and reopening a school or school district building.

4. Media Procedures. The superintendent has the authority and discretion for notifying parents and guardians and the school community in the event of a crisis or early school closure.
5. Grief-Counseling Procedures. Grief-counseling procedures will provide for initiating a grief-counseling plan utilizing available resources such as the school psychologist, counselor, community grief counselors, or others in the community. The grief-counseling procedures will be used whenever determined by the superintendent or the building administrator to be necessary, such as after an assault, a hostage situation, shooting, or death. The grief-counseling procedures should include the following steps.
 - (1) Meet with school counseling staff to determine the level of intervention for students and staff (i.e. location of the crisis, witnesses, etc.).
 - (2) Designate specific rooms as private counseling areas.
 - (3) Escort siblings and close friends of the victim(s) and other highly stressed students and staff to counselors.
 - (4) Prohibit the media from questioning students or staff.
 - (5) Follow-up with students and staff who receive counseling.
 - (6) Resume normal routines as soon as possible.

6. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

- (1) Physical/structural recovery.
- (2) Fiscal recovery.
- (3) Academic recovery.
- (4) Social/emotional recovery.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Recovery section, addresses the recovery components in more detail.]

7. Facility Diagrams and Site Plans. School buildings will have a facility diagram and site plan showing at least the following: the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. The facility diagrams and site plans will be available in the office of the building administrator and in appropriate areas and will be kept on file in the school district office.
8. Emergency Telephone Numbers. Each building will maintain a current list of emergency telephone numbers and the names and addresses of local and county personnel who are likely to be involved in resolving a crisis situation. The list will include numbers for agencies such as the police, fire, ambulance, hospital, the Poison Control Center, local, county, and state emergency management agencies, local public works department, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency, so that they may be contacted as appropriate. A copy of the list for each building will be kept on file in the school district office and will be updated annually.
9. Crisis Response Teams
 - a. Composition. The building administrator in each school building will select a crisis response team trained to respond in an emergency. All team members will be trained to carry out the building's crisis-management plan and have knowledge of procedures, evacuation routes, and safe areas. Team members must be willing to be actively involved with resolving crises and be available to assist when necessary. Each building will maintain a current list of crisis response team members and update it annually. A copy of the list will be kept on file in the school district office
 - b. Leaders. The building administrator or designee serves as the leader of the crisis response team and the primary contact for emergency response officials. When they are present, emergency response agents may elect to take command and control of the situation. It is critical in this situation that school officials assume a resource role and are available to the emergency response personnel.

10. Warning Systems

- a. The school district shall maintain a warning system designed to inform students, employees, and visitors in the facilities of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school district buildings.
- b. It shall be the responsibility of the building administrator to inform students and employees of the system and the means by which the system is used to identify the specific crisis or emergency involved.

11. Off-Site Activities. The Superintendent will work with appropriate personnel to ensure that an Emergency Action Plan is in place for all off-site activities for students.

C. Communications Plan

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff should be aware of the school district's Emergency Action Plan and their own building's crisis-management plan. Employees shall receive a copy of the relevant building specific crisis-management plan and periodically shall receive training on plan implementation.
2. Students and Parents/Guardians. Students and parents/guardians shall be made aware of the school district's Emergency Action Plan and relevant tailored crisis-management plans for each school building. Students shall receive specific instruction on plan implementation and shall participate in a required number of drill and practice sessions throughout the year

Revised: January, 2016

003. ADMINISTRATION

003.60 Safety

003.62 Health and Safety Policy

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district will charge the district's safety committee with the responsibility of serving as the advisory committee for carrying out the policy. The committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation.

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.
- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
 - 1. Asbestos
 - 2. Fire and Life Safety
 - 3. Lighting
 - 4. Structural Safety
 - 5. Combustible and Hazardous Materials Storage
 - 6. Indoor Air Quality
 - 7. Mechanical Ventilation
 - 8. Mold Cleanup and Abatement
 - 9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools

10. Infectious Waste/Bloodborne Pathogens
11. Community Right to Know
12. Compressed Gas Safety
13. Confined Space Standard
14. Electrical Safety
15. First Aid/CPR/AED
16. Food Safety Inspection
17. Forklift Safety
18. Hazardous Waste
19. Hearing Conservation
20. Hoist/Lift/Elevator Safety
21. Integrated Pest Management
22. Laboratory Safety Standard/Chemical Hygiene Plan
23. Lead
24. Control of Hazardous Energy Sources (Lockout/Tagout)
25. Machine Guarding
26. Mercury
27. Personal Protection Equipment (PPE)
28. Playground Safety
29. Radon
30. Respiratory Protection
31. Underground and Above Ground Storage Tanks
32. Welding/Cutting/Brazing
33. Chlorine
34. Ladder/Fall Protection
35. Laboratory Safety
36. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A.
37. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.

- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

First Reading:	May 21, 2012
Adopted:	June 18, 2012
Revised:	January, 2016

003. ADMINISTRATION

003.7 Animals in the Classroom

I. GENERAL STATEMENT OF POLICY

The School District reserves the right to prohibit animals on school property if the presence of the animals negatively interferes with the health, safety, and/or educational opportunities of students or staff.

II. PROCEDURES FOR ANIMALS IN THE CLASSROOM

A. Before bringing an animal into the classroom, a teacher must:

1. Ask parents/guardians about potential allergies associated with having animals in the classroom. If any parent/guardian objects to having the animal placed in the classroom, accommodations will be made where appropriate;
2. Receive the principal's permission prior to having animals in the classroom; and
3. Assure a specific and appropriate educational purpose.

B. Once an animal is in the classroom, the teacher must:

1. Locate sensitive students away from animals and habitats;
2. Clean the cage regularly;
3. Locate animals away from ventilation system vents to avoid circulating allergens;
4. Dispose of feces properly; and
5. Provide for a plan of care for classroom-housed animals in the event of an emergency school closing which might cause disruption of the care of the animals.

C. If any student experiences a problem after an animal has been placed in the classroom, accommodations will be made where appropriate.

D. Before bringing a pet to school, a student must give advanced notice to the teacher and the principal. The principal may require evidence of the animal's health. The school reserves the right to deny a request. It is the responsibility of the teacher to notify parents/guardians regarding potential exposure to the animals.

Adopted:
Reviewed: July 2011
January, 2016

003. ADMINISTRATION

003.80 Disposition of Obsolete Equipment

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.

B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

i. The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board.

ii. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

C. Contracts Over \$100,000

i. If the value of the equipment or materials is estimated to exceed \$100,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.

- ii. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
- iii. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
- iv. In the case of identical high bids from two or more bidders, the School Board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price.
- v. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid.
- vi. If no satisfactory bid is received, the School Board may re-advertise.
- vii. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
- viii. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data.
- ix. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified, which were made public at the bid opening, for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public.

- x. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

D. Contracts From \$25,000 to \$100,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$100,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

E. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

F. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

G. Sales to Employees

- i. No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice.
- ii. A school district employee may purchase no more than one motor vehicle from the school district in any 12-month period.

- iii. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business.
- iv. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment by conveying the property and title to:

- i. Another school district;
- ii. The state department of corrections;
- iii. The board of trustees of Minnesota State Colleges and Universities; or
- iv. The family of a student residing in the district whose total family income meets the federal definition of poverty.

Adopted: June, 2010
Reviewed: July, 2011
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