Policy Services
MINNESOTA SCHOOL BOARDS ASSOCIATION

# Newsletter
## June 2025

# 2025 Legislative Session Charter School Model Policy Updates

MSBA is committed to providing ongoing updates to model policies as state laws and other developments give rise to changes.

**One-Meeting Adoption:** The updates listed below quote directly from new Minnesota laws and other legal sources or are clerical updates that do not affect the substance of a policy. As such, a school board may choose to adopt updates in a single meeting pursuant to MSBA Model Policy 208. School boards may contact MSBA if questions arise regarding revisions.

A .zip file of the updated policies (clean and redlined versions) can be found on the MSBA website:

1. Click on **Services**

2. Click on **Policy Services**

3. Scroll down to **Policy Services Newsletter**

**Updates as of June 16, 2025:**

### Technical Updates

The updates to the model policies in the chart below do not represent changes in policy. Rather, the updates are purely technical (corrections to citations). MSBA recommends that school boards permit staff to make these updates. Formal board action would not be necessary under Model Policy 208 to make these changes, though school boards have the authority to require formal board action if they choose.

| Model Policy Number | Update |
|---|---|
| 416 | Statutory reference change |
| 425 | Remove 2024-25 only paragraph |
| 606.5 | Statutory reference change |
| 613 | Statutory reference change |
| 620 | Statutory reference change |
| 624 | Statutory reference change |

These materials are for informational use only and are not to be construed as legal advice. If legal advice is needed, the charter school's legal counsel should be contacted. While current at the time it was created, this document may be later superseded by legislative or other action.

## Substantive Updates

The model policy updates below arise from changes enacted by the 2025 Minnesota legislature. Again, these updates can be adopted in one school board meeting pursuant to Model Policy 208.

| Model Policy Number | Update |
|---|---|
| 101 | Posting and distribution requirements |
| 213 | Finance Committee requirements |
| 414 | Threatened injury |
| 418 | Registry program participant protection |
| 421 | Affected charter school individuals |
| 501 | Active shooter incidents |
| 503 | Excused absence process updated |
| 515 | Parent contact information; student health and census data |
| 516 | Replace "auto-injector" with "delivery system" |
| 516.5 | Provides optional provision for boards to consider |
| 524 | Note added |
| 534 | New provisions on second breakfast and/or second lunch |
| 621 | Changes to Literacy Aid Uses |
| 703 | Revised audit provisions |
| 707 | Students with disabilities |
| 806 | Violence prevention report information |

***Model Policy 515**

Recent changes in Minnesota law regarding directory information has created potential confusion. For this reason, MSBA offers the following guidance:

A Minnesota charter school may choose to include elements of the federal Family Educational Rights and Privacy Act (FERPA) definition of "directory information" in the district's definition *except for student and parent contact information*:

**A. Student contact information**

Under Minnesota law, a charter school may not designate a student's home address, telephone number, email address, or other personal contact information as "directory information."

**B. Parent contact information**

The 2025 Minnesota legislature enacted the following: A parent's personal contact information must be treated as private data on individuals regardless of whether that contact information was previously designated as or treated as directory information under Minnesota Statutes, section 13.32, subdivision 2.

In addition, the 2025 Minnesota legislature enacted the following: Data concerning parents is private data on individuals but may be treated as directory information if the same procedures that are used by a charter school to designate student data as directory information are followed, except that a parent's home address, telephone number, email address, or other personal contact information may not be treated as directory information.

**C. The federal FERPA definition of "directory information" states:**

"Directory information" means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes the


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student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; dates of attendance; grade level; enrollment status (i.e., full-time or part-time); participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student's parent(s). Directory information does not include:

a. a student's social security number;

b. a student's identification number (ID), user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;

c. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational records when used in conjunction with one or more factors that authenticate the student's identity, such as a PIN, password, or other factor known or possessed only by the student;

d. personally identifiable data which references religion, race, color, social position, or nationality; or

e. data collected from nonpublic school students, other than those who receive shared time educational services, unless written consent is given by the student's parent or guardian.

A charter school may choose not to designate some or all of the enumerated information as directory information. A charter school also may add to the list of directory information, as long as the added data is not information that generally would be deemed as an invasion of privacy or information that references the student's religion, race, color, social position, or nationality. Federal law now allows a charter school to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. The identity of those parties and/or purposes should be identified.

To the extent a charter school adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the charter school are advised. Designation of directory information is an important policy decision for the local school board who must balance not only the privacy interests of the student against public disclosure but also the additional administrative requirements such restrictions on disclosures will place on the charter school.

The 2024 Minnesota legislature enacted Minnesota Statutes, section 480.40, which includes a law limiting disclosure of personal information concerning "judicial officials." The new law includes a definition of "judicial official" that charter schools can review. "Personal information" about a judicial official includes "the name of any child" and the name of any school that such a child attends if combined with an assertion that the child attends the school. Charter schools may not "knowingly publicly post, display, publish, sell, or otherwise make available on the Internet the personal information of any judicial official," including in response to requests for directory information.


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## Upcoming Policy Updates

MSBA is in the process of updating the following policies. We anticipate that these policy updates should be available soon.

| Model Policy Number | Update |
|---|---|
| 530 | Update on immunization records |

**Instructions to access the entire Policy Manual online:**

1. Please visit www.mnmsba.org.
2. Go to the Resources tab and select Policies
3. Log into the Members area (access is limited to Policy Services subscribers)
4. Click on a desired policy
5. A clean version (e.g., Policy 418) and a redlined version (e.g., Policy 418 Redline) can be found at the bottom of the policy page, below the Legal References and Cross References.

**If you experience trouble viewing the redlined version**, please go to the Review tab on Microsoft Word and ensure that "All Markup" is clicked in the Tracking section. If the "Simple Markup" box is checked, one cannot see the redlined changes.

**Redlines:** To clean up the policy library, we removed redlines that are more than ten years old to reduce possible confusion. The removed redlines are available upon request.

The current and recent Policy Services Newsletters can be found on the MSBA website under Services—Policy Services,

If you have questions about Policy Services, how to navigate the online Policy Reference Manual, or the content of the model policies, please contact Terry Morrow at (507) 934-8126 or (800) 324-4459 or by email at tmorrow@mnmsba.org

Jaymyson Sillman (jsillman@mnmsba.org) can assist if technological issues arise related to accessing the model policies or the revisions.


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