

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
January 8, 2026

The regular meeting of the Board of Education was called to order by Acting Chair Werb at 6:30 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Alt, Anderson, Chester, Hume, Mikkelsen, Sachse and Werb were present. Superintendent Dr. Daniels, Student Representative Feven Tesfaye, administrators, staff and members of the public were also present.

Attendance

Pledge of Allegiance

Acting Chair Werb welcomed the audience and asked Director Hume to lead the Pledge of Allegiance.

Agenda

Moved by Hume, seconded by Chester, to approve the agenda. The motion carried unanimously (7,0).

Moved by Director Werb that Director Alt be nominated and elected chair of the board for 2026. Director Alt was elected as chair by acclamation.

Elections

Moved by Director Chester that Director Hume be nominated and elected vice chair of the board for 2026. Director Hume was elected vice chair by acclamation.

Moved by Director Alt that Director Mikkelsen, be nominated and elected clerk of the board for 2026. Director Mikkelsen was elected clerk by acclamation.

Moved by Director Sachse that Director Anderson be nominated and elected treasurer of the board for 2026. Director Anderson was elected treasurer by acclamation.

Salaries

Moved by Chester, seconded by Sachse, that salaries of board members be set at \$450 per month and that the chairperson receives an additional \$50 per month in recognition of additional duties and expenses associated with the position. The motion carried unanimously (7,0).

Regular Meeting Schedule

Moved by Werb, seconded by Anderson, that all regular meetings of the Independent School District 191 Board of Education commence at 6:30 p.m. on the dates noted below with meetings conducted at the Diamondhead Education Center and cable cast. Board Listening Sessions will be scheduled from 5:45-6:15 p.m. before regular board meetings.

January 8, 2026	October 22, 2026
January 22, 2026	November 12, 2026
February 12, 2026	November 19, 2026*
February 26, 2026	December 10, 2026

March 12, 2026	January 7, 2027*
March 26, 2026	January 21, 2027*
April 9, 2026	February 11, 2027
April 23, 2026	February 25, 2027
May 14, 2206	March 11, 2027
May 28, 2026	March 25, 2027
June 11, 2026	April 8, 2027
June 25, 2026	April 22, 2027
August 13, 2026	May 13, 2027
August 27, 2026	May 27, 2027
September 10, 2026	June 10, 2027
September 24, 2026	June 24, 2027
October 8, 2026	

The motion carried unanimously (7, 0).

Moved by Sachse, seconded by Mikkelsen, to approve items G-M:

-G. Adopt the attached resolution which 5 authorizes the executive director of administrative services to enter into electronic (telephone) fund transfer agreements with the district's official depositories per Chapter 334 of the laws of Minnesota.

-H. Adopt the attached resolution authorizing the use of facsimile signatures on payroll and claim checks as prescribed in M.S. 47.41 and furthermore that the use of facsimile signatures be authorized for individual personnel contracts covered by board adopted master agreements.

-I. That the institutions shown below be designated as official depositories of the district for the 2026 calendar year per M.S. 124.05.

U.S. Bank of Minneapolis  
Minnesota School Districts Liquid Asset Fund Plus  
MN Trust  
Merchants Bank  
Associated Bank, WI  
PMA Financial Network

-J. Committee appointments for 2026 will be determined at a future meeting.

-K. That as of January 1, 2026, Dr. Latanya Daniels, superintendent, or her designee be designated as the agent in filing applications for and representing the district in state- and federally-funded programs.

-L. That the following law firms be appointed as legal counsel for Independent School District 191 for 2026 and that they be paid on an hourly basis for services rendered.

Kennedy & Graven Chartered  
Goetz & Eckland P.A.  
Booth Law Group LLC  
Rupp, Anderson, Squires & Waldspurger, P.A.  
Hitesman & Wold, P.A.  
Arthur Chapman Kettering Smetak & Pikala, P.A

-M. That Sun Thisweek be designated as the official newspaper for 2026 per M.S. 123.33; Subdivision 11, and M.S. Chapter 331.

The motion carried unanimously (7.0).

Authorization for  
Fund Transfers  
and Facsimile  
Signatures  
Designation of  
Official  
Depositories

Committee  
Appointments

Authorization to  
Execute and File  
Applications

Designation of  
Legal Council

Designation of  
Official Newspaper

Received a school report about Nicollet Middle School from Dr. Chris Belmont, assistant superintendent, Dr. Carolyn Allston-Trenteetun, Brad Sorensen, teacher and Building Leadership Team Member and Tone Water, parent and Parent Teacher Organization Leader.

Reports

Received a report from Feven Tesfaye, student representative.

Received a report from Dr. Latanya Daniels, superintendent.

Received a board report from Chair Alt.

Moved by Sachse, seconded by Anderson to approve the consent agenda:

Consent Agenda  
Minutes  
Personnel  
Recommendation  
Listening Session  
Policies

-Approve the minutes for December 11, 2025

-Approve Personnel Recommendations for MaryRuth Hurdle, Rachel Christenson, Elisa Odegard, Henry Tyler. Jameson Gillispie, Dimitri Russell, Sara Bartholomew, Gabriel Hubbard, Carol Louisiana, Tyler Music, David Molina Urgiles, Hafiza Nure, Toni Davis, Jordyn Queen, Pamela Hamann, Brenda Theyson

-Receive a report about the Listening Session held on December 11, 2025.

- Approve, on a Second Reading Basis, Changes to Policies 417:

*Chemical Use and Abuse, 709: Student Transportation Safety Policy, 712: Video Surveillance Other Than On Buses, 722: Public Data Requests, and 410: Family and Medical Leave Policy*

- Approve, on a Second Reading Basis, Changes to Policies: 515:

*Protection and Privacy of Public Records, 519: Interview of Students by Outside Agencies and 306:Administrator Code of Ethics*

- Approve, on a Second Reading Basis, Changes to Regulation 602R:

*Organization of the School Calendar*

- Approve, on a Second Reading Basis, Changes to Policies: 513: *Student Promotion, Retention and Program Design and 606: Textbooks, Instructional Resources, and Library Materials*

The motion carried unanimously (7, 0).

Course Catalog

Moved by Werb, seconded by Hume, to approve the Burnsville High School Course Catalog. The motion carried unanimously (7, 0).

Contract with  
Metro State

Moved by Chester, seconded by Sachse, to approve the Concurrent Enrollment Contract with Metropolitan State. The motion carried unanimously (7, 0).

READ MOU

Moved by Anderson, seconded by Chester, to approve the Proposed Ratification of the READ Act Memorandum of Understanding with the Burnsville Education Association. The motion carried unanimously (7, 0).

Collective  
Bargaining with  
Burnsville Education  
Association

Moved by Hume, seconded by Sachse, to approve the Proposed Revisions in the 2025-2027 Collective Bargaining Agreement with the Burnsville Education Association. The motion carried unanimously (7, 0).

Moved by Werb, seconded by Mikkelsen, to approve the Proposed Revisions in the 2025-2027 Collective Bargaining Agreement with the Burnsville Association of Educational Assistants. The motion carried unanimously (7, 0).

Collective  
Bargaining  
Agreement with  
Burnsville Ass.of  
Education Assistants

Moved by Hume, seconded by Sachse, to approve the Collective Bargaining Agreement with the Association of Clerical Employees. The motion carried unanimously (7, 0).

Collective  
Bargaining with  
Clerical Employees  
Collective  
Bargaining with IT  
Specialists

Moved by Anderson, seconded by Chester, to approve the Collective Bargaining Agreement with the Information Technology Specialists. The motion carried unanimously (7, 0).

Moved by Chester, seconded by Sachse, to adopt a Resolution to Accept Donations. The motion carried unanimously (7, 0).

Resolution to  
Accept Donations

Moved by Sachse, seconded by Hume, to move to a recess before starting the work session. The motion carried unanimously (7, 0).

Recess

A work session to discuss the Final Review of the Superintendent Evaluation Tool began at 7:55p.m. and concluded at 8:14 p.m.

Work Session

Moved by Chester, seconded by Anderson, to adjourn the regular meeting of the board of education at 8:15. The motion carried unanimously (7,0)

Adjourn

/s/

1/22/26

Rachael Mikkelsen, Clerk

Date Approved