



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
December 3, 2009
6:30 PM

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Business Meeting

- A. Approval of Agenda
- B. Consent Agenda

Description: Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.

- 1. Meeting Minutes - November 19, 2009 3
- 2. Human Resources Report 6
- 3. Donation of a Schwinn Airdyne bike valued at \$600 from Tamra Schneider to Nicollet Jr. High; paper products valued at \$50 from JoJo's Rise & Wine to Nicollet Jr. High; \$4,825 from Office Max to Rahn Elementary; \$500 from Scott Rice Telephone Company to Harriet Bishop Elementary; and \$100 from Anghel & Diana Crintea-Stoian to Harriet Bishop Elementary 7
- 4. Approve Extended Field Trip for BHS Language Arts Department 11
- 5. Approve Data Contract with TIES 12

III. Unfinished Business

IV. New Business

- A. Approve Changes to the 2010-2011 BHS Registration Guide 13
Speaker(s): Novak
- B. Approve Memorandum of Understanding with the Burnsville Education Association 19
Speaker(s): Grissom

V. Reports

District 191 welcomes members of the public to attend Board of Education meetings, work sessions and other public gatherings. However, public participation is allowed only during listening sessions, which are held before regular board meetings. Community members who wish to share their thoughts and opinions on meeting topics should contact the Superintendent's office at 952-707-2005 to schedule a meeting with the Superintendent or member of her leadership team.

- A. Student Advisor
 - B. Superintendent
 - C. Board Members
- VI. Adjourn to Closed Session for discussion of negotiation strategies

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School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 November 19, 2009

The meeting of the Board of Education was called to order by Chair Martin at 6:30 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.

Call to Order

Members present: Directors Banyard, Currier, Hill, Morrison, Sweep and Chair Martin. Others in attendance were Superintendent Randall Clegg, Student Advisor Elsagher, administrators and staff.

Attendance

Members absent: Director Luth

Chair Martin appointed Director Morrison as Acting Clerk.

Chair Martin welcomed the audience and asked Director Sweep to lead the Pledge of Allegiance.

Pledge of Allegiance

Moved by Director Currier, seconded by Director Morrison, to approve the agenda. Motion carried unanimously (6,0).

Agenda

Moved by Director Morrison, seconded by Director Sweep, to approve the consent agenda as follows:

Consent
 Agenda

- Minutes of November 5, 2009 Board meeting and Closed Session
- Personnel changes for S. Brown, L. Ekegren, T. Merrill, S. Rantala, R. Schweinfus, H. Selby, S. Zucollo, M. Madson, A. Olson, W. Morgan, S. Zucollo, J. Henderson, K. Przytarski, K. Adamson, A. Carrick, S. Harrison, J. Olsen, R. Richardson
- Donation of \$25 from Wells Fargo to Harriet Bishop Elementary; book donation valued at \$12.95 from Frances Iverson to Sky Oaks Elementary; school supplies valued at \$76.51 from David & Marion Gustafson to Sky Oaks Elementary; school supplies valued at \$50 from the Burnsville Lions Club to Sky Oaks Elementary; and \$200 from Bernice Gross to Sky Oaks Elementary for the 5th and 6th grade patrols
- Approve October payroll checks numbered 713557-713710, and Direct Deposit notices numbered 368325-371515, in the net amount of \$3,645,780.08. October and November claims to date represented by checks numbered 392331-393480, 100355-100369 and wire transfers and adjustments totaling \$6,441,983.19. Also, that the Board accepts October receipts of \$12,477,313.38 and investments for General Operations and Alt. Facilities and OPEB of \$26,333,995.73 as of October 31, 2009
- Accept the Budget Analysis for the month ending October 31, 2009

Minutes
 Human
 Resources

Donations

Payroll Claims
 & Receipts

Budget
 Analysis

<ul style="list-style-type: none"> - Approve, on a second reading basis, revisions to Board Policy ING and ING-R, <i>Animals in the School</i> - Include the Truth in Taxation Hearing as part of the December 10, 2009 regularly scheduled board meeting beginning at 6:30 p.m. at the Burnsville High School Senior Campus. During this portion of the meeting the budget and levy will be discussed and an opportunity for the public to speak will be provided. Final levy certification will occur later during the same evening, December 10, 2009 - Schedule a Closed Session during the regularly scheduled Board meeting on November 19, 2009 at the Burnsville High School Senior Campus for the discussion of private student data 	<p>Policy ING & ING-R Truth in Taxation Hearing</p>
<p>Chair Martin made special mention of donations to the District. Motion carried unanimously (6,0).</p>	<p>Schedule Closed Session</p>
<p>Moved by Director Hill, seconded by Director Sweep, to approve the selection of Eagle Ridge Junior High School to establish a junior high school gifted magnet program for implementation in the fall of 2010. Motion carried unanimously (6,0).</p>	<p>Gifted & Talented Magnet</p>
<p>Moved by Director Hill, seconded by Director Morrison, to approve the annual tuition rate for the 2010-11 Kindergarten Plus Program of \$3,132. Motion carried unanimously (6,0).</p>	<p>Kindergarten Plus Tuition</p>
<p>Board members recessed to Closed Session at 7:03 p.m. and reconvened at 7:21 p.m.</p>	<p>Recess/ Reconvene</p>
<p>Moved by Director Sweep, seconded by Director Hill, to waive the full reading of the text and adopt the Resolution expelling a district Student from November 20, 2009 through June 10, 2010, the end of the 2009-2010 school year. Motion carried unanimously (6,0).</p>	
<p>Full text of the above Resolution is available for public inspection at the Superintendent's Office located in the Administrative Services Center.</p>	
<p>The meeting adjourned at 7:23 p.m. to a Board Workshop on efforts towards achieving the Board's Cultural Competency Goals and discuss attendance boundary criteria.</p>	<p>Adjourn</p>

Gail Morrison, Acting Clerk

Closed Session Notes
INDEPENDENT SCHOOL DISTRICT 191
November 19, 2009

The School Board Closed Session was called to order by Chair Martin at 7:06 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.

Call to Order

Members present: Directors Banyard, Currier, Hill, Morrison, Sweep and Chair Martin

Attendance

Members absent: Director Luth

Others in Attendance:
Randy Clegg, Superintendent

The following item was discussed:

Agenda

- Private student data

The Closed Session adjourned at 7:20 p.m.

Adjourn

Gail Morrison, Acting Clerk

**Burnsville-Eagan-Savage Public Schools
Independent School District 191
Human Resources Office**

TO: Members, Board of Education
Randall Clegg, Superintendent

FROM: Susan J. Grissom, Executive Director Human Resources

DATE: December 3, 2009

RE: Recommended Personnel Changes

**Certified
Appointment**

Katherine Carmine

*Replacement-Long term substitute, 1.0 FTE, Rahn,
effective 11/18/09 – 1/12/10

Mike Leonard

*Replacement-Teacher, DAPE, 1.0 FTE, ECSE/Rahn,
VV/MJH, effective 11/1/09

Resignation

Cathy Miller

*Teacher, SO, effective 12/04/09

**Classified
Appointment**

Amanda Carrick

*Replacement-**Change in date**-Temporary Cook
Helper, 3.5 hrs/day, 5 days/wk, ERJH, effective
11/23/09

Ryan Dehnel

-Replacement -Campus Supervisor, BHS, 7 hrs/student
contact days, effective 11/25/09

Jennifer Rognrud

-Replacement-MEA, BHS, 7 hrs/student contact days,
effective 11/24/09

Change in Assignment

Rafia Ansari

-Assignment changes to ELL EA/Level 2B, BHS, 7
hrs/student contact days, effective 11/16/09

Keith Carlson

-Custodian, assignment location changes to DEC/Sr
Campus, effective 11/18/09

Dale Gilbertson

-Assignment changes to B-Shift Custodian, VV,
effective 11/30/09

Resignation

Karen Sidney

-MEA, BEST, effective 11/23/09

NICOLLET JUNIOR HIGH

7

MEMO

To: Dr. Clegg

II.B.3

From : Renee Brandner

Date: 11-19-2009

Re: Donations to Nicollet Junior High School

I would like to recommend that ISD 191 accept the following donations to NJH:

We had a Schwinn Airdyne bike donated to the weight room by the following person. It's valued at \$600.

Tamra Schneider
12775 Edinbrook Path
Apple Valley, MN 55124

Paper products for parent picnic valued at \$50
Jo Jo's Rise and Wine
12501 Nicollet Ave., Suite 100
Burnsville, MN 55337

TO: Superintendent Clegg II.B.3
Board of Education

FROM: Elaine Mehdizadeh, Rahn Elementary School Interim Principal

DATE: November 23, 2009

RE: Donation from Office Max

Please accept the attached donation for \$4,825.00 from Office Max. This donation represents the continuation of a long standing partnership with Office Max. They have provided assistance to Rahn School over the years by volunteering for activities such as the School Carnival, Enrichment Day, Toys for Tots and Field Day. In addition, when Rahn Elementary was renovated in 2007, the Office Max staff volunteered to help pack up the school. Last year, our sixth grade students were engaged in real-life learning experiences led by Office Max staff during Junior Achievement activities for an entire day. They have also recognized one of our first grade teachers and provided a special reward for her of school supplies.

The education of our students at Rahn is enhanced through the kindness and generosity of the Office Max staff and their company. Joan Voller, District Manager Minneapolis, and former Rahn parent and PTO Co-chair has been instrumental in the work that Office Max has done over the years for Rahn. We are honored to receive this generous donation.

To: Dr. Randy Clegg

II.B.3

From: Rob Nelson

CC: Rose Herrmann (Code – 01-491-203-000-096-007)

Date: November 18, 2009

Memo: Scott Rice Telephone Company Donation

I am pleased to inform you that Harriet Bishop Elementary School has received a donation in the amount of \$500.00 from the Scott Rice Telephone Company. This donation is to go towards the new three-sided kiosk that will be located outside the front entrance of the school.

I recommend that the School Board accept this donation from the Scott Rice Telephone Company

/jh

To: Dr. Randy Clegg

II.B.3

From: Rob Nelson

CC: Rose Herrmann (Code – 01-491-203-000-096-264 = \$50.00)
(Code – 01-491-203-000-096-000 = \$50.00)

Date: November 18, 2009

Memo: Stoian Donation

I am pleased to inform you that Harriet Bishop Elementary School has received a donation in the amount of \$100.00 from Anghel Stoian and Diana Crintea-Stoian.

I recommend that the School Board accept this donation from Mr. and Mrs. Stoian.

/jh

**AGENDA II-B-4
December 3, 2009**



TO: Members of the School Board

FROM: Lisa K. Rider, Executive Director of Business Services

DATE: September 18, 2009

RE: BHS Language Arts Department to London & France

RECOMMENDATION: That the school board approve an extended field trip for the BHS Language Arts Department to go to London & France, June 18-27, 2010.

The Burnsville Language Arts Department is planning an extended field trip to London & France June 18-27, 2010. Pursuant to District policy the school must approve student trips outside of the continental United States. The proposal is consistent with School Board Policy. Pertinent data is shown on the application form as prepared by Sara Holcombe.

I recommend approval.

LKR/mp



**Agenda II.B.5
December 3, 2009**

TO: Members, Board of Education

FROM: Lisa K. Rider, Executive Director of Business Services

DATE: December 3, 2009

RE: Approve Contract with TIES for Network Infrastructure Upgrade

RECOMMENDATION: That the Board of Education approve the contract with TIES for the related network infrastructure upgrade included in the bid approved on October 22, 2009.

On October 22, 2009 the Board of Education approved the bids received from Matrix Communications on the district's telephony system, and the bid received from TIES on the related network infrastructure upgrade. Since this approval, a significant amount of time has been spent in developing the detailed list of equipment to order and a timeline for implementation of the network infrastructure upgrade and the cut-over to a new telephony system. The timeline may begin as soon as the last week in December to take advantage of the winter break period where the network system may be taken down for a period of time with the least disruption to staff and students.

The TIES contract is included for approval to allow time for equipment to be delivered by the end of the month. We have requested our Financial Advisors at Ehlers to assist us in obtaining Financing Request for Proposals. Later this month the board will receive the Matrix Contract for approval as well as bids for the financing of both the telephony system and the network infrastructure upgrade. You will note the TIES contract includes a phrase "subject to the Customer acquiring suitable financing".

It is my recommendation that the Board of Education approve the TIES contract for network infrastructure (Extreme data switches) in the amount of \$417,637.45. This amount includes \$367,137.45 for equipment, software and maintenance, and \$50,500 for the installation, configuration and a maximum of 40 hours of instruction and training.

Please feel free to contact me with any questions or comments.

To: Members, Board of Education
Dr. Randall Clegg

Agenda IV.A
December 3, 2009

From: Sandi Novak

Date: November 30, 2009

Re: Registration Guide

Recommendation: That the Board of Education approve the following changes to the 2010-2011 Burnsville High School Registration Guide as recommended by the School Administration and Instructional Council.

BHS Administration and Instructional Council recommend the following changes to the 2010-2011 Registration Guide:

I. *New Courses:*

Business: (listed also in Computer Science)

XXXX COMPUTER TECHNOLOGY BASIC

Open to 10, 11, 12

Prerequisite: Approval

Computer Technology Basic is a beginning course with a goal of building usable skills on the computer. Students are taught the Microsoft Office suite at a pace which is comfortable for enrolled students. Basic Word Processing, spreadsheets, PowerPoint and email skills are introduced. Students will be exposed to other pieces of technology that can be used with the computer.

7XXX MONEY MANAGEMENT – SENIOR STUDIES OPTION

Open to 12

Money management is the study of banks and banking services, wise use of credit, money management through budgeting, preparation of income tax forms, the non-mechanical aspects of buying a car, insurance coverage, and investment in stocks and bonds. Computer software is used throughout the course. There will be a senior study required project as part of the course.

7XXX SMALL BUSINESS MANAGEMENT A

Open to 12

Prerequisite: Completion of or concurrent enrollment in Algebra II

Targeted student population: Senior Campus attached to running the “student union” café.

This course is designed for students to be introduced to important elements and steps involved in starting a small business. Students will evaluate and quantify risk versus reward analysis, as well as appropriately test and protect business ideas. Students will practice how to formulate a cash flow projection and determine cash needs. Students will be involved in aspects of running the school-run business. Students will get first-hand experience in the operation and management of a service establishment. (Required 8-10 hours in the school-run business during and/or after school.)

7XXX SMALL BUSINESS MANAGEMENT B

Open to 12

Prerequisite: Completion of or concurrent enrollment in Algebra II and Small Business A

Targeted student population: Senior Campus attached to running the school-run business.

This course introduces students to the practical and specific aspects of how to operate a small business. The student will develop a comprehensive business plan. This includes operations and financial planning, raising capital, marketing, and human resource planning together with leadership and time-management planning. Students will be involved in all aspects of running the school-run business. Students will get first-hand experience in the operation and management of a service establishment. (Required 8-10 hours in the school-run business during and/or after school.)

Family and Consumer Science:

XXXX INTERNATIONAL CUISINES

Open to 10, 11, 12

Prerequisite: Recommendation

Discover the world through food. International Cuisines will focus on how foods are used in particular nations. Students will learn how recipes and their ingredients link cultures. The class will concentrate on food customs, habits and methods of preparation. A materials fee will be requested.

Mathematics:

2XXX GEOMETRY PLUS A & B

Open to 10, 11, 12

Prerequisite: Algebra IB, Algebra I Concepts B, or ELL Algebra IB

Calculator Required: Scientific Calculator (TI-84 Plus strongly recommended)

Note: This is a Sequential Course that is restricted to students whose first language is not English.

A student in Geometry A and B will learn to read, interpret, represent and use geometry to solve real-world problems. Coordinates and transformations, which are critical to building and maintaining algebra skills and concepts, are studied early. Proof, which requires geometry knowledge and experience, is built up slowly. Geometry B includes the study of areas and volumes in three dimensions, the Pythagorean Theorem, coordinate geometry, similarity, logic, indirect reasoning, and right triangle trigonometry.

3XXX ADVANCED PLACEMENT CHEMISTRY

Open to 12

Prerequisite: Completion of Honors Chemistry with a grade of C or better and teacher recommendation; or completion of Chemistry with a grade of B or better and teacher recommendation. Completion of Algebra II.

This is a second-year high school chemistry course that provides students with a more in-depth study of chemistry. It is designed to be equivalent to a general, first-year college chemistry course. Topics covered are atomic theory and atomic structure, chemical bonding, nuclear chemistry, states of matter, solutions, reaction types, stoichiometry, equilibrium, kinetics, thermodynamics and descriptive chemistry. There is an emphasis on chemical calculations, the mathematical formulation of principles and high quality laboratory experiences. The AP College Board recommends that students also take a high school physics course and a four-year college preparatory program in mathematics in addition to AP Chemistry. Successful completion of the AP Chemistry examination may result in credit and/or advanced placement in college courses.

Social Studies:

1XXX BASIC WORLD HISTORY

Open to 10

Prerequisite: Approval

This course is a skill-based class designed to accommodate the needs of students who have lower than average academic ability and/or are acquiring English language skills. This course will emphasize reading comprehension, writing, and word recognition while exploring World History from the earliest civilizations through present day. Topics include physical and cultural evolution, the beginnings of civilization, development of classical empires, development of universal religions, and the Middle Ages. World History B includes the Renaissance, scientific revolution, industrialism, nationalism, revolution, colonialism and imperialism, the world wars, the post-World War II world and new regional conflicts. **Enrollment in this course will be based on teacher/counselor recommendation ONLY.**

1XXX AP PSYCHOLOGY

Open to 12

Targeted Student Population: Honors Students

The **year long** AP Psychology course is designed to introduce students to systematic and scientific study of human behavior and mental processes. Students will be exposed to the psychological facts, principles and theories associated within the major subfields of psychology. The ultimate goal of this course is to provide students with an understanding of the main concepts of psychology in order to obtain a score of 3 or higher on the AP exam, if they choose to take it. *Successful completion of the Advanced Placement examination may result in college credit and/or advanced placement in college courses.*

1XXX CIS/AP MACROECONOMICS

Open to 12

Prerequisite: CIS/AP Microeconomics

Targeted Student Population: Honors Students

CIS/AP Macroeconomics is designed to give students an understanding of unemployment/inflation, measures of national income, macro models, fiscal policy/problems. Poverty and income distribution. International trade and exchange rates. Economic growth/development.

7XXX PLTW DIGITAL ELECTRONICS

Open to 11, 12

Prerequisite: The prerequisite for this course is that a student be enrolled in college preparatory mathematics. Completion of Geometry and enrolled in Algebra II.

The Digital Electronics™ course is composed of units and lessons, which contain activities, projects, and problems with related support materials. It is designed to teach you about applied logic, which introduces you to the basics of electronics and digital systems – the building blocks to many products you use. The course is designed to expose students to engineering design and troubleshooting techniques that are used in the electronics field. Computer simulation software is used to design and test digital circuitry prior to actually constructing them in order to see if the circuits work. The projects are traditional, such as those found in watches, digital cameras, and calculators to combinational logic using SSI chips to small subsystem implementation in programmable devices, in which you will learn how machines “think.” You will also learn a systematic approach that engineers use to design the electronics that is used every day. **Digital Electronics™** teaches applied logic through work with electronic circuitry, which students also construct and test for functionality.

II. Course Descriptor Change

Fine Arts:

5920 HISTORY OF ROCK AND ROLL

Open to 09

History of Rock and Roll will study the rise of Rock and roll music from the 1950’s to the present, documenting its influence on society, culture, economics and the media. Regional musical trends, the role of music in the media/advertising and careers will also be studied. Students will develop a basic understanding of musical notation and theory. Students will evaluate their own musical choices to become more responsible consumers and gain an appreciation for the importance of respectful tolerance in the musical tastes of others.

III. Course Deletion

ELL:

7040 ELL Keyboarding – Level 1

7050 ELL Keyboarding – Level 2

IV. Title Changes

Business:

XXXX KEYBOARDING BASIC

Open to 10, 11, 12

Prerequisite: Approval

Keyboarding Basic is a beginning course with a goal of building usable skills in keyboarding. Students are taught the Touch System for controlling the entire keyboard at a pace which is comfortable for enrolled students. Basic word processing skills are introduced.

Language Arts:

XXXX 180 Academic Reading

Placement in this course is determined by the school.

This class is open to any 10th grader identified as reading significantly below grade level and has not met proficiency on the Minnesota Reading Comprehensive Assessments. This year-long class will improve basic reading skills while preparing students for the 10th Grade Reading Grad test in the spring. Skills learned and practiced will allow for greater success and achievement in the student's academic courses. Scholastic Inc.'s Read 180 program will be the dominant curriculum used in this reading course. Taken in addition to regular education grade level English requirement.

XXXX EDGE Academic Reading

Placement in this course is determined by the school.

This class is open to any 10th grader identified as reading below grade level and has not met proficiency on the Minnesota Reading Comprehensive Assessments. This year-long class will improve critical reading skills while preparing students for the 10th Grade Reading Grad test in the spring. Skills learned and practiced will allow for greater success and achievement in the student's academic courses. National Geographic's EDGE reading program will be the dominant curriculum used in this reading course. Taken in addition to regular education grade level English requirement.

XXXX Grad Reading 11

Placement in this course is determined by the school.

This class is open to any 11th graders who have not met proficiency on the 10th Grade Reading Grad test. This class will prepare students to retake the Grad reading test while improving critical reading skills needed to find success in academic classes and in life after high school. A variety of fiction, non-fiction and poetry texts will be incorporated into this course. Taken in addition to regular education grade level English requirement.

XXXX Grad Reading 12

Placement in this course is determined by the school.

This class is open to any 12th graders who have not met proficiency on the 10th Grade Reading Grad test. This class will prepare students to retake the Grad reading test while improving critical reading skills needed to find success in academic classes and in life after high school. A variety of fiction, non-fiction and poetry texts will be incorporated into this course. Taken in addition to regular education grade level English requirement.

Physical Education:

4500 STRENGTH AND CONDITIONING (Formerly WEIGHT TRAINING AND CONDITIONING)

4510 STRENGTH AND CONDITIONING II (Formerly WEIGHT TRAINING AND CONDITIONING II)

V. Change in prerequisite/sequencing:Technology:

7510 PRINCIPLES OF ENGINEERING

Open to 11, 12

Prerequisite: Completion of or concurrent enrollment in Pre-Calculus. Students interested in engineering are strongly recommended to take Physics A and B concurrently with this course.

World Language:

6561 CIS/Spanish 5: A & B

6572 Open to 12

Prerequisite: Students must be ranked in the top 30% of entire class at the end of their junior year **and** must have maintained a **minimum B** average in Spanish 4.



AGENDA ITEM: IV.B.

To: Members of the Board of Education

From: Sue Grissom
Executive Director of Human Resources

Date: December 3, 2009

RE: **Memorandum of Understanding with the Burnsville Education Association**

RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE THE MEMORANDUM OF UNDERSTANDING WITH THE BURNSVILLE EDUCATION ASSOCIATION SUCH THAT SITES ARE GIVEN THE FLEXIBILITY TO REVISE THEIR SITE STAFF DEVELOPMENT PLANS PRIOR TO JANUARY 22, 2010 THROUGH THE USE OF UP TO 10 PAID SUBSTITUTE DAYS PER SITE

Discussion:

The Board of Education adopted a five year professional development plan in the spring of 2009. Each site had the opportunity to customize the plan based on their specific needs. Now that sites have begun to implement the plan, there may be sites that would like to review and revise their plans at this time.

Therefore the Board of Education and BEA have agreed to give sites up to 10 paid sub days between November 30th and January 22nd to review and revise their plans.

Revised plans will be reviewed and approved by the district professional development advisory committee.

Site plans will still comport and align with the district professional development plan.

**Memorandum of Understanding
Between
The Burnsville Education Association and the
School Board of Independent School District #191**

Under the direction of building principals, staff development committees at each site will have the opportunity to review and revise the site staff development plans consistent with the Board approved professional development plan. This task will be completed by the end of first semester (January 22, 2010.)

Each site will be provided up to 10 substitute days to be used over 2 days to complete the revised plans.

Site staff development plans will be approved by the professional staff development advisory committee.

Signature of BEA President/Date

Signature of Board Chair/Date

Signature of BEA Chief Negotiator

Signature of District Chief Negotiator