



### Regular Meeting Agenda

Diamondhead Education Center  
200 W. Burnsville Parkway  
Burnsville, MN 55337  
August 4, 2011  
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 3
- 2. Human Resources Report 8
- 3. Donation of \$5,000 from the Burnsville Lions Club to be divided among our ten elementary schools; \$242.31 from Wells Fargo to Hidden Valley Elementary; \$25 from Wells Fargo to the BHS Blaze Fund; a 1993 Chevy Cavalier from Tesa Anderson to the BHS Auto Body class; and \$500 from the Medtronic Foundation's Volunteer Grant Program (on behalf of employee Tim Robinson) to Hidden Valley Elementary. 15
- 4. Approve Intermediate School District 917's health and safety program budget and authorize the inclusion of a proportionate share of those projects in the District's application for health and safety revenue 20
- 5. Schedule a Closed Session following the regularly scheduled board meeting on August 18, 2011 for superintendent evaluation 21
- 6. Schedule a Board Retreat for August 25-26, 2011 at the Oak Ridge Conference Center, Chaska 22

- III. Unfinished Business
  - A. Adopt a resolution discharging an employee (5 minutes) (Rider)
- IV. New Business

A. Approve appointment of Board Treasurer (5 minutes) (Hill)	23
B. Approve appointment to Board Policy Review Committee (5 minutes) (Hill)	26
C. Approve change order #1 for the 2011-2012 Burnsville High School Deferred Maintenance Project (10 minutes) (Deutsch)	27
V. Reports	
A. Superintendent	
B. Board Members	
VI. Adjourn to Board Work Session to interview applicants for director's position	

School Board Minutes  
 INDEPENDENT SCHOOL DISTRICT 191  
 June 16, 2011

<p>The meeting of the Board of Education was called to order by Chair Hill at 6:30 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.</p>	<p>Call to Order</p>
<p>Members present: Directors Carrier, Luth, Morrison, Schmid, Teiken, Sweep and Chair Hill. Others in attendance were Superintendent of Schools Randy Clegg, administrators and staff.</p>	<p>Attendance</p>
<p>Chair Hill welcomed the audience and asked Director Morrison to lead the Pledge of Allegiance.</p>	<p>Pledge of Allegiance</p>
<p>Gail Morrison, whose resignation from the Board of Education becomes effective June 24, was thanked by fellow board members and Superintendent Clegg for her contributions to the school district since her appointment to the board in 2000. Her dedication to education and insightful leadership will be missed by all.</p>	<p>Recognition</p>
<p>Moved by Director Sweep, seconded by Director Schmid, to approve the agenda. Motion carried unanimously (7,0).</p>	<p>Agenda</p>
<p>Moved by Director Luth, seconded by Director Carrier, to approve the consent agenda:</p>	<p>Consent Agenda</p>
<ul style="list-style-type: none"> <li>- Minutes of June 2, 2011 Board Meeting</li> <li>- Personnel changes for J. O'Neill-Mager, J. Marshall, Hye-Jeong Thompson, L. Talbot Peterson, J. Lindstrom, T. McDonough, J. Reilly, R. Boon, P. Singleton, B. Gruber, C. Cook, N. Kunselman, D. McKenzie, M. Schwab, A. Weatherford, K. Czapar, B. Chavez, M. Sosso, S. Frazier, T. Klausler, L. Beck, R. Richardson, J. Bosholm, G. Livers, M. Kueck, B. Ngo, M. Rykken, F. Sedighidehkordi, M. Lamire, W. Abraha, S. Konopa, M. Dudley, S. Lattery, J. Kristjanson, J. Jirik, S. Howard, A. Hamel, S. Metzler, H. Knutsen, S. Yakimovich, A. Rezny, M. Warren, M. McClellan, N. Bartlett, M. Fladmark, N. Cherep, C. Rogers, K. Menge, H. Strandberg, H. Waggoner, P. Spillers, B. Pihl, J. VanDyke, H. Tousignant, J. Mayne, W. Proechel, P. Paul, K. Frandrich</li> </ul>	<p>Minutes Human Resources</p>
<ul style="list-style-type: none"> <li>- Donation of \$3,000 from LifeTouch National School Studios to the Burnsville High School Scholarship Fund; 198 books valued at \$1,820 from Gideon Pond parents and students in support of Pond's Celebration Book Club; \$24,736.70 from the Gideon Pond PTO to Gideon Pond Elementary; \$24.41 from Yolanda Raichert and an anonymous donor to Gideon Pond; \$140.77 from Deborah</li> </ul>	<p>Donations</p>

Johnson to Gideon Pond; \$300 anonymous donation for the orchestra program at Harriet Bishop; and, the following cash/in-kind donations to BrainPower in a Backpack: Anonymous donation of \$3, \$5,764.25 from Empty Bowls for Full Bellies and BHS pottery sale, food valued at \$100 from Tim Robinson and Burnsville Fire Soccer Team, \$300 from Concert for a Cause (BHS music department), \$1,000 from the Burnsville Noon Rotary

- Approve May payroll checks numbered 715661-715757, and Direct Deposit notices numbered 432071-435381, in the net amount of \$3,820,445.76. May & June claims to date represented by checks numbered 408140-408973, 100482-100484, 1002950-1003159 and wire transfers and adjustments, totaling \$10,395,005.47. Also, that the Board accepts May receipts of \$8,652,056.87 and investments for General Operations and Alt. Facilities and OPEB of \$26,268,053.00 as of May 31, 2011
- Accept the Budget Analysis for the Month ending May 31, 2011
- Approve designation of ThisWeek Newspapers as the official newspaper for the 2011-12 fiscal year per M.S. 123.33; Subd. 11., and M.S. Chapter 331
- Approve the CPA firm of Larson Allen be contracted to perform the 2010-11 financial audit. Field work and final reporting will occur during the fall of 2011-2012.
- Approve the property, casualty, liability agent of record agreement with the Kraus-Anderson Insurance Agency for the 2011-12 fiscal year
- Approve appointment of McTavish Benefits as agent of record for group medical, life, long term disability and dental insurance for the 2011-12 fiscal year
- Approve renewal of the District's membership in the Minnesota School Boards Association
- Approve renewal of the District's membership in the Minnesota State High School League
- Approve renewal of the District's membership in the Association of Metropolitan School Districts
- Approve renewal of the District's membership in CAREI
- Authorize the release of June and July checks covering District obligations due and payable for June and July business
- Approve the 2010-11 QComp Annual Report for ISD 191
- Award the contract for property, casualty and liability insurance for the 2011-2012 year to the Travelers Property Casualty Company of America, Charter Oak Fire Insurance Co., National Union Fire Insurance Co. Westchester Fire Insurance Co., ACE American Insurance Co., Endurance American Specialty Insurance Co., and Cincinnati Insurance Co., as follows:

Payroll, Claims  
& Receipts

Budget  
Analysis  
Annual Fiscal  
Year  
Designations

June/July  
Payments  
QComp Report  
Insurance  
Award

Package Policy	\$128,418	Travelers
Real, Personal Property & Extra Expense, Inland Marine, Property Deductible - \$10,000		
General Liability - \$1,000,000	47,673	Travelers
Automobile - \$1,000,000	16,080	Charter Oak Fire
Umbrella - \$3,000,000	14,213	Travelers
Crime	6,096	National Union
School Leaders Legal Liability	\$ 22,635	Westchester Fire
International Package	4,499	ACE American
Environmental Impairment	4,855	Endurance
Equipment Breakdown	<u>7,692</u>	Cincinnati
Total	<u>\$252,161</u>	

- Approve award of contract for purchase of copier and printer paper valued at \$84,435.45 to Paper 101

Bid Award

- Approve, on a second reading basis, revisions to Board Policy JLCD, Student Medication

Policy JLCD

Special mention was made of the generous donations. Motion carried unanimously (7,0).

Moved by Director Morrison, seconded by Director Luth, to approve the budget for 2011-2012 providing revenues and expenditures in all fund as follows:

2011-2012 Budget

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General	\$107,158,198	\$109,218,355
Food Service	4,401,423	4,601,423
Community Education	5,978,778	5,978,778
Capital Projects	100,000	11,770,000
Debt Service	9,012,132	8,561,306
Trust & Agency Fund	942,300	967,000
Internal Services	<u>16,717,410</u>	<u>17,663,400</u>
Total All Funds	<u>\$144,310,241</u>	<u>\$158,760,262</u>

Motion carried unanimously (7,0).

Moved by Director Sweep, seconded by Director Schmid, to approve the commitment of fund balance for Fiscal Year 2011 to include fund balance resulting from Carryover funds, Integration funds, and ProPay funds. The amounts of which will be determined by the audited Fiscal Year 2011 financial statements. Motion carried unanimously (7,0).

FY2011 Committed Fund Balance

Moved by Director Morrison, seconded by Director Teiken, to adopt the resolution relating to renewing a portion of the expiring referendum revenue authorization of the school district and calling an election thereon. A roll call vote was taken and the motion carried unanimously (7,0) with Directors Currier, Hill, Luth, Morrison, Schmid, Sweep and

Call Election

Teiken voting in favor.

Moved by Director Luth, seconded by Director Morrison, to approve the 2011-2013 employment contracts for Assistant Superintendent Lindholm, Executive Director of Business Services Rider and Executive Director of Human Resources Chance as presented with no increase in salaries during the term of the contracts.

Cabinet  
Contracts

- Moved by Director Schmid, seconded by Director Luth, to amend the above recommendation by adding “Upon further legal review, make necessary adjustments to employment contracts as recommended.” Motion carried (7,0).

Motion as amended carried (6,1 with Director Currier voting no).

Moved by Director Schmid, seconded by Director Teiken, to adopt the following resolution establishing the procedure to fill a school board director vacancy by appointment and schedule a public work session on August 4, 2011 to interview applicants. Motion carried unanimously (7,0).

Fill School  
Board Director  
Vacancy

Moved by Director Currier, seconded by Director Luth, to approve the 2011-2013 Community Education Employment Policy. Motion carried unanimously (7,0).

Community Ed  
Employment  
Policy

Moved by Director Luth, seconded by Director Morrison, to approve job descriptions and filling the positions for Project Kids Care and Education Coordinator, Early Childhood/School Age Team Coordinator, and Welcome Center Family Support Specialist. Motion carried unanimously (7,0).

Job  
Descriptions/  
Positions

Moved by Director Schmid, seconded by Director Sweep, to schedule a Special Board Meeting on Wednesday, June 22, 2011 at 7:30 a.m. at the Administrative Services Center to adopt a resolution authorizing Sale of Aid Anticipation Certificates. Motion carried unanimously (7,0).

Schedule  
Special Board  
Meeting

The meeting adjourned to a board workshop on “Bargaining 101” at 8:10 p.m. Motion carried unanimously (7,0).

Adjourn

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Daniel W. Luth, Clerk

**Special Board Meeting - Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
June 22, 2011**

The meeting of the Board of Education was called to order by Chair Hill at 7:30 a.m. at the Administrative Services Center.

Call to Order

Members Present: Directors Currier, Hill, Luth, Schmid, Sweep, Teiken

Attendance

Members Absent: Director Morrison

Moved by Director Luth, seconded by Director Schmid to adopt a resolution providing for the Sale of General Obligation Aid Anticipation Certificates of Indebtedness, Series 2011B; and Covenanting and Obligating the District to be Bound by and to use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on these Certificates. Motion carried unanimously (6,0).

Aid Anticipation Certificates

Moved by Director Hill, seconded by Director Sweep, to schedule a Special Board Meeting on July 21, 2011 at 7:30 a.m. at the Administrative Services Center. Motion carried unanimously (6,0).

Schedule Special Board Meeting

Moved by Director Hill, seconded by Director Teiken, to adjourn the meeting at 7:44 a.m.

Adjourn

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Daniel W. Luth, Clerk

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

TO: Members, Board of Education  
Randall Clegg, Superintendent

FROM: Tania Z. Chance, Ph.D., Executive Director of Organizational Development

DATE: August 4, 2011

RE: Recommended Personnel Changes

**Administrative  
Appointment**

Kristine Black

\*Principal, GP, 8 hrs/day, 12 months/year, effective 8/9/11

**Resignation**

Laura Pierce

-Principal, GP, effective 6/30/11

**Certified  
Appointment**

Anna Becker

-Replacement-Teacher, FACS, .7 FTE, NJH, effective 8/23/11

Sarah Bennek

-Replacement-Teacher, Science, 1.0 FTE, MJH, effective 8/23/11

Sarah Bettendorf

-New-Teacher, Art, .75 FTE ST and .25FTE Neill, effective 8/23/11

Amber Boroughs

-Replacement-Teacher, Spanish, 1.0 FTE, ERJH, effective 8/23/11

Mollie Bousu

-New-Teacher, Social Studies, .4 FTE, (BHS), .2 FTE (NJH), .2 FTE (MJH), .2 FTE (travel), effective 8/29/11

Kathleen Bunkers

-Replacement-Teacher, Special Ed. DCD, 1.0 FTE, BHS, effective 8/29/11

Mary Chouanard

-Replacement-Teacher, Spec. Ed. Resource, Byrne, 1.0 FTE, effective 8/29/11

Ryan Czapar

-Replacement-Teacher, Math Grades 7-9, 1.0 FTE, NJH, effective 8/23/11

Sabrina Dahl

-Replacement-Teacher, Kindergarten, 1.0 FTE, Rahn, effective 8/29/11

Megan Gonzalez

-Replacement-Teacher, ESL, .8 FTE, MWS, effective 8/29/11

Dawn Hoins

-New-Teacher, Grade 1, 1.0 FTE, Rahn, effective 8/29/11

\*added to original report  
Burnsville-Eagan-Savage #191  
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Erin Kosmalski	-Replacement-Teacher, Grade 3, 1.0 FTE, SO, effective 8/29/11
Tyler Krebs	-New-Teacher, LA, BHS, 1.0 FTE, effective 8/23/11
Kristen Longanecker	*Replacement-Teacher, Music, .5 FTE ST and .25 FTE GP, effective 8/23/11
Ashley Marshalla	-New-Teacher, ESL, 1.0 FTE, Byrne, effective 8/29/11
Sara Merkel-Jacobs	-New-Teacher, Art, .5 FTE VV and .25 FTE Neill, effective 8/23/11
Andrew Nagahashi	-Replacement-Teacher, Art .7 FTE and Interventionist .3 FTE, BAHS, effective 8/23/11
Jessica Perry	*New-Teacher, Music, 1.0 FTE, HB, effective 8/29/11
Sharelle Petersen	-New-Teacher, EBD, 1.0 FTE, NJH, effective 8/29/11
Kathryn Petri	*New-Teacher, Art, .75 FTE (Rahn) and .25 (Neill), (1.0 FTE total), effective 8/23/11
Luke Podmers	-Replacement-Teacher, Tech. Ed., 1.0 FTE, MJH, effective 8/23/11
Anna Posthumus	-Replacement-Teacher, .2 FTE Spanish MJH and .8 FTE Spanish NJH, effective 8/23/11
Heather Regan	-Replacement-Teacher, 1.0 FTE, Spec. Ed. (FEST), BHS, effective 8/23/11
Sarah Sproul	-Replacement-Teacher, Grade 5, 1.0 FTE, GP, effective 8/29/11
Andrea Stevens	-Replacement-Teacher, Elementary/Interventionist, 1.0 FTE, GP, effective 8/29/11
Ariel Trangle	-Replacement-Teacher, Geometry/Algebra II, 1.0 FTE, BAHS, effective 8/23/11
Ryan Walker	-Replacement-Teacher, Spec. Ed. (FEST), BHS, effective 8/23/11
Ashley Welke	-Replacement-Counselor, 1.0 FTE, BHS, effective 8/23/11
Matthew Wieland	-New-Teacher, LA, 1.0 FTE, ERJH, effective 8/23/11
Kimberly Wood	-Replacement-Teacher, Music, 1.0 FTE, VV/GP, effective 8/29/11

### **Change in Assignment**

Barbara Barr	-Licensed School Nurse, assignment increases with the addition of .39375 FTE, Rahn, effective 8/29/11
Elisa Odegard	-Teacher, Kindergarten, GP, assignment increases to a 1.0 FTE, effective 2011/12 school year

**Leave of Absence**

Carrie Brett

\*Guidance Counselor, ERJH requests to increase her parental leave of absence to .5 FTE, working .5 FTE, effective 2011/12 school year

Erin Copeland

\*Teacher, requests a 1.0 FTE general leave of absence from the teacher's unit to accept an unaffiliated position within the district. The leave is effective for one (1) academic year, 2011-2012

Sarah Kloeckl

\*Teacher, requests a 1.0 FTE general leave of absence from the teacher's unit to accept an unaffiliated position within the district. The leave is effective for one (1) academic year, 2011-2012

Karen Komar

\*Teacher, requests a 1.0 FTE general leave of absence from the teacher's unit to accept an unaffiliated position within the district. The leave is effective for one (1) academic year, 2011-2012

Emily Mechavich

-Teacher, HB, requests a 1.0 FTE maternity leave of absence, effective approx. 8/24/11 for a period of 6 weeks

Karen Ness

-Teacher, ECSE, requests a 1.0 FTE maternity leave of absence, effective approx. 9/23/11 for a period of 6 weeks

Jennifer O'Neill-Mager

\*Teacher, requests a 1.0 FTE general leave of absence from the teacher's unit to accept an unaffiliated position within the district. The leave is effective for one (1) academic year, 2011-2012

Bradley Robb

\*Teacher, requests a 1.0 FTE general leave of absence from the teacher's unit to accept an unaffiliated position within the district. The leave is effective for one (1) academic year, 2011-2012

Angela Schnobrich

\*Teacher, MJH, requests a 1.0 FTE FMLA/maternity/parental leave of absence, effective approx. 9/13/11, returning to work 11/21/11

Sarah Vodnick

-Speech Language Pathologist, ECSE, requests a 1.0 FTE FMLA/maternity/parental leave of absence, effective approx. 10/6/11 for a period of 12 weeks, to be followed by a .5 FTE parental leave of absence for the remainder of the 2011/12 school year and a .5 FTE parental leave of absence for the 2012/13 school year

**Leave Denial**

Pam Weiers

-Speech Clinician, Cluster East, request for general leave of absence for school year 2011/12 denied

## **Rescission of Leave**

Elizabeth Klinnert

\*Speech Language Pathologist, requests to rescind her .2 FTE parental of absence, working 1.0 FTE, effective 2011/12 school year

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## **Resignation**

Melissa Glavas

-Elementary Media Coordinator, effective 7/14/11

Laura Ann Talbot Peterson

-Teacher, effective end of 2010/11 school year

Andrea Scheit

-Teacher, effective 7/22/11

Pam Weiers

-Speech Clinician, effective 7/19/11

## **Retirement**

Mary (Cece) Frana

-Teacher, after 22 years in the District, effective 7/22/11

## **Classified**

### **Appointment**

Christine Arnold

-New-Bursar, 8 hrs/day, 12 mo/yr, BHS, effective 7/1/11

Erin Copeland

-New-Special Ed. Cluster Coordinator, 8 hrs/day, 204 days per year, effective 7/1/11

Sheryl Droege

\*New-MEA IV, Rahn, 6.5 hrs/day, 177 days/yr, effective 2011/12 school year

Rachel Gorton

-New-Curriculum and Student Programs Coordinator, 8 hrs/day, 204 days per year, effective 7/1/11

Trudie Harris

-Replacement-Benefits Specialist, ASC, 8 hrs/day, 261 days per year, effective 8/1/11

Lisa Hendrickson

-New-Level IV MEA, 6.5 hrs/day, 173 days, GP, effective 2011/12 school year

Linda Hey

\*New-EA Level IV, SO, 6.5 hrs/day, 177 days per year, effective 2011/12 school year

Sheila Horton

\*New-Media EA, BHS, 8 hrs/day, 180 days per year, effective 2011/12 school year

Joe Kinsella

\*New-Media EA Level II, NJH, 4 hrs/day, 184 days/yr, effective 2011/12 school year

Sarah Kloeckl

-New-Special Ed. Cluster Coordinator, 8 hrs/day, 204 days per year, effective, 7/1/11

Karen Komar

-New-Special Ed. Cluster Coordinator, 8 hrs/day, 204 days per year, effective 7/1/11

Elliott Lund

\*Replacement-Tech EA, HV, 6 hrs/day, 173 days/yr, effective 2011/12 school year

Bradley Robb

-New-Professional Development and Q-Comp Coordinator, 8 hrs/day, 204 days per year, effective 7/1/11

\*added to original report  
Burnsville-Eagan-Savage #191  
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Margaret Thompson -New-Assessment Coordinator, 8 hrs/day, 204 days per year, effective 7/1/11

Jacqueline Smith -New-ECSE Cluster Supervisor, 8 hrs/day, 261 days, ECSE, effective 7/12/11

Theresa Streff \*New-MEA, ST, 6.5 hrs/day, 180 days/yr, effective 2011/12 school year

Tiffany Weiler -Replacement-Employee Development Coordinator, ASC, 8 hrs/day, 5 days/wk, effective 7/1/11

Emily Wood -New-Registrar, 8 hrs/day, 261 days, BHS, effective 7/18/11

### **Change in Assignment**

Catherine Carney \*Assignment changes to MEA Level IV, HB, 6.5 hrs/day, effective 8/29/11

Susan Kuhlman \*Assignment changes to MEA Level IV, Neill, 6.5 hrs/day, effective 2011/12 school year`

Lucia Quast -2nd Cook, assignment changes to 3.5 hrs/day, Byrne Elementary, effective 2011/12 school year

Jennifer Sampson -2nd Cook, assignment changes to 2 hrs/day, Byrne Elementary, effective 2011/12 school year

Patricia Wrucke -Tech EA, assignment changes to 8 hrs/day, student contact days, MJH, effective 2011/12 school year

### **Layoff**

Carlene Moberg \*Clerical, accepts layoff with two year recall rights to original group and status effective 7/31/11

### **Leave of Absence**

Mary Memmen -EA, HB, requests a general leave of absence for the 2011/12 school year

### **Reassignment**

Kimberly Harris \*Secretary/Clerk 3A, BHS, 8 hrs/day, 227 days/year, effective 8/1/11

Kathleen Torralba \*Transportation EA and Cafeteria EA, SO, 4 hrs/day, effective 8/29/11

### **Recall to Original Position**

Annette Hardt -Welcome Center, Level 5B, 261 days/yr, 8 hrs/day, effective 7/25/11

Nancy Peralta \*Secretary, SO, 8 hrs/day, 227 days per year, effective 8/1/11

### **Resignation**

Christine Arnold \*Resignation from the ACE bargaining unit, effective 6/30/11

Cindy Boles -Food Service, effective 6/30/11

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 08/04/2011

Trudie Harris	*Resignation from the ACE bargaining unit, effective 7/31/11
Vi Knoblach	-EA, BHS, effective 6/30/11
Jacqueline Maddaloni	-2nd Cook Helper, HB, effective 7/1/11
Bradley Nelson	-Custodian, HV, effective 7/31/11
<b><u>Retirement</u></b>	
Sharon Francis	-MEA, ECSE, after 25 years in the District, effective 8/29/11
Scott Lunder	-Custodian, ERJH, after 22 years in the District, effective 8/23/11
Patricia Owens	-EA, GP, after 25 years in the District, effective 8/15/11
<b><u>Community Education</u></b>	
<b><u>Appointment</u></b>	
Jennifer Blocker	*Early Childhood Program Associate, 5.65 hrs/day, 184 days/year, effective 8/22/11
Kari Fandrich	-Preschool Project K.I.D.S. program supervisor, effective 7/1/11
Michael Fladmark	*School Age Team Coordinator, 7 hrs/day, effective 7/1/11
Lori Haggerty	*Early Childhood Team Coordinator, 5.65 hrs/day, 184 days/year, effective 8/22/11
Heidi Knutsen	*School Age Team Coordinator, 7 hrs/day, effective 7/1/11
Jane Mayne	-Preschool Project K.I.D.S. program supervisor, effective 7/1/11
Katherine Menge	*School Age Program Associate - Project KIDS, 4 hrs/day, effective 7/1/11
Patti Paul	-Preschool Project K.I.D.S. program supervisor, effective 7/1/11
Bette Pihl	*Early Childhood Program Associate, 5.65 hrs/day, 184 days/year, effective 8/22/11
Wendy Proechel	-Preschool Project K.I.D.S. program supervisor, effective 7/1/11
Angela Rezny	*School Age Team Coordinator, 7 hrs/day, effective 7/1/11
Courtney Rogers	*School Age Program Associate - Project KIDS, 4 hrs/day, effective 7/1/11
Francisco Salinas Vega	*Welcome Center Specialist, 8 hrs/day, 261 days per year, effective 8/3/11

\*added to original report  
Burnsville-Eagan-Savage #191  
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Suzanne Schiffman

\*Early Childhood Team Coordinator, 5.65 hrs/day, 184 days/year, effective 8/22/11

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Angela Schwab

\*Early Childhood Team Coordinator, 5.977 hrs/day, 261 days/year, effective 7/1/11

Holly Tousignant

-Preschool Project K.I.D.S. program supervisor, effective 7/1/11

Sally Yakimovich

\*School Age Team Coordinator, 7 hrs/day, effective 7/1/11

**Position Ended**

Kimberly Adamson

-Kindergarten Plus program associate, 1 year position ended, effective 6/9/11

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TO: Members, Board of Education Agenda Item II.B.3  
August 4, 2011  
FROM: Randy Clegg, Superintendent  
DATE: July 7, 2011  
RE: Donation

**Recommendation:** That the Board of Education accept a donation of \$5,000 from the Burnsville Lion's Club. These dollars will be divided equally amongst the District's ten elementary schools to provide for the special needs of children.

cc: Elementary School Principals

To: Randy Clegg, Superintendent of Schools

II.B.3  
August 4, 2011

From: Jon Bonneville, Principal

Date: July 11, 2011

RE: Match Donation from Wells Fargo

It is my recommendation that the School Board of Independent School District #191 accept this donation in the amount of \$242.31 as Wells Fargo Community Support Campaign match donation fund.

We will be using these funds to support the playground/building beautification program.

Wells Fargo Foundation  
Educational Matching Gift Program  
P.O. Box 2157  
Princeton, NJ 08543-1257



II.B.3

**TO:** Dr. Clegg  
**FROM:** Dave Helke  
**DATE:** June 28, 2011  
**RE:** Scholarship Donations

Please accept the following donation of \$25 to the Burnsville Senior High School Blaze Fund from Laurie Blexrud as part of the Wells Fargo Community Support Campaign. This is the Wells Fargo portion of a matched donation.

- Laurie Blexrud  
6081 North Ridge Dr.  
Savage, MN 55378
- Wells Fargo  
P.O.Box 2157  
Princeton, NJ 08543-2157



II.B.3

**TO:** Dr. Clegg  
**FROM:** Dave Helke  
**DATE:** June 28, 2011  
**RE:** Donation

Please accept the donation of a 1993 Chevy cavalier from:

Ms. Tesa M. Anderson  
4450 McColl Drive  
Savage, MN 55378

This vehicle will either be disassembled in the consumer auto class to give the students the opportunity to work with the tools of the trade, and to demonstrate and explain the subsystems of the automobile or used in the Auto Body class to give students the opportunity to remove, replace, and repair panels to provide real industry experience.

To: Randy Clegg, Superintendent of Schools

II.B.3  
August 4, 2011

From: Jon Bonneville, Principal

Date: July 12, 2011

RE: Donation from the Medtronic Foundation

It is my recommendation that the School Board of Independent School District #191 accept this donation in the amount of \$500.00 from The Medtronic Foundation's Volunteer Grant Program. Tim Robinson, a parent from Hidden Valley, is an employee of Medtronic and due to his volunteer hours at our school we were awarded these funds.

We will be using these funds to support Hidden Valley's annual Math & Science night.

The Medtronic Foundation  
P.O. Box 8499  
Princeton, NJ 08543-8499

Tim Robinson  
4033 137<sup>TH</sup> St. W.  
Savage, MN 55378



**AGENDA II-B-4  
August 4, 2011**

**INDEPENDENT SCHOOL DISTRICT 191  
Burnsville-Eagan-Savage  
Business Office**

**TO: Members of the School Board**

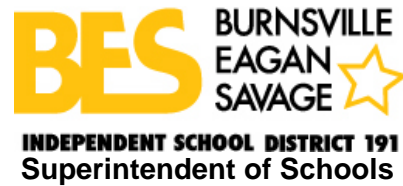
**FROM: Lisa K. Rider, Executive Director of Business Services**

**DATE: August 4, 2011**

**RE: Resolution Approving Intermediate District 917 Health & Safety**

**RECOMMENDATION:** That the school board approve the formal resolution authorizing the inclusion of a proportionate share of Intermediate District 917's Health & Safety expenditures in District 191's property tax levy payable in 2012.

State law allows school districts to levy property taxes to support their Health & Safety program, including the Health and Safety program of Intermediate Districts of which they are a member. Intermediate District 917 has proposed a levy for this purpose in the amount of \$21,368.00. Our pro rata share would be \$3,490. Adoption of the resolution attached authorizes the inclusion of this amount in our 2011 Health & Safety Levy. I recommend approval.



TO: Members, Board of Education Agenda Item II.B.5  
August 4, 2011

FROM: Randy Clegg, Superintendent

DATE: July 29, 2011

RE: Schedule Closed Session for Superintendent Evaluation

**Recommendation:** That the Board of Education schedule a Closed Session for the Superintendent Evaluation following the regularly scheduled Board meeting on August 18, 2011 at the Burnsville High School Senior Campus in the Diamondhead Education Center.

TO: Members, Board of Education Agenda II.B.6  
August 4, 2011  
FROM: Randy Clegg, Superintendent  
DATE: July 29, 2011  
RE: Board Retreat

**Recommendation:** That the Board of Education schedule a Board Retreat for Thursday, August 25, 2011 from 5:30 p.m. to 9:30 p.m. and Friday, August 26, 2011 from 8:00 a.m. to 4:30 p.m. at the Oak Ridge Conference Center, Chaska.

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TO: Members, Board of Education  
Randy Clegg, Superintendent  
Agenda III.A  
August 4, 2011

FROM: Lisa Rider

DATE: July 29, 2011

RE: Discharge of a Classified Employee

Recommendation: That the Board of Education adopt the attached resolution immediately discharging a classified employee.

The Board of Education notified Employee A of its intent to discharge Employee A following the regular Board meeting on August 5, 2010. Employee A exercised their right under the provisions of Minnesota Statutes 197.46, Veteran's Preference Act, to a hearing concerning the discharge to determine if the Board met the burden of establishing substantial evidence to discharge a veteran. A Veteran's Preference Hearing was held on April 29, 2011 with a decision issued by the hearing officer on July 11, 2011. The hearing officer, in their decision, concurred that the Board of Education had just cause for removing Employee A.

Based upon the finding of facts and decision rendered by the Veteran's Preference Board hearing officer, it is recommended that the Board of Education terminate the employment of Employee A effective August 4, 2011. Under Minnesota statute, the employee's identity and the grounds for their discharge will remain private until there is a final disposition by the Board of Education. The decision of the hearing officer may be appealed to District Court.

Resolution of School Board of Independent School District No. 191,  
Burnsville, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 191 was held on the 4<sup>th</sup> day of August, 2011 at \_\_\_ o'clock \_\_ m. Board Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION TO TERMINATE THE EMPLOYMENT OF EMPLOYEE "A"**

WHEREAS, Employee A challenged his discharge from employment pursuant to his rights under the Veterans Preference Act, Minnesota Statutes, Section 197.46; and

WHEREAS, a hearing regarding Employee A's proposed discharge was held on April 29, 2011 before a Veterans Preference Panel; and

WHEREAS, the School District's discharge of Employee A was upheld pursuant to a decision issued by the Veterans Preference Panel on July 11, 2011.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 191 as follows:

1. Employee A's employment with Independent School District No. 191 is hereby terminated effective August 4, 2011, and his pay and benefits shall cease as of that date.
2. The Executive Director of Organizational Development or her designee is directed to send written notice of termination of employment to Employee A, and said notice shall be in substantially the form as provided in Attachment No. 1.

The motion for the adoption of the foregoing resolution was duly seconded by Board Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

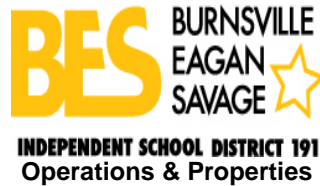
Whereupon said resolution was declared duly passed and adopted.

TO: Members, Board of Education Agenda IV.A  
August 4, 2011  
FROM: Ron Hill, Chair  
DATE: July 29, 2011  
RE: Board Appointment

**Recommendation:** That the Board of Education appoint Director Teiken to fill the position of ISD 191 Board Treasurer until the Board of Education conducts its reorganization meeting in January, 2012.

TO: Members, Board of Education Agenda IV.B  
August 4, 2011  
FROM: Ron Hill, Chair  
DATE: July 29, 2011  
RE: Board Committee Appointment

**Recommendation:** That the Board of Education appoint Vice Chair Sweep to the ISD 191 Board Policy Review Committee until the Board of Education conducts its reorganization meeting in January, 2012.




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TO: Members, Board of Education  
Randy Clegg, Superintendent

FROM: Jon Deutsch, Director

DATE: July 29, 2011

RE: Change Order #1 for the 2011-2012 Burnsville High School Deferred Maintenance Project

**Recommendation:** That the Board of Education approve change order #1 for the 2011-2012 Burnsville High School Deferred Maintenance Project.

On March 17, 2011 the School Board approved the bids for the 2011-12 Deferred Maintenance Project at Burnsville High School. As the project progresses there have been unforeseen conditions and items that have been addressed in the field. This change order is a combination of unforeseen conditions found during the demolition and district directed changes in the field.

Request For Change Order Proposal (RFCOP) #32 is the ventilation upgrade to the three mechanical units that serve the Mraz Center and seven other units that serve surrounding areas, but all reside on the same mechanical loop. This work was tentatively scheduled to take place in the second phase of this project, but with the Mraz Center not having a performance this summer, it was determined that this work should take place now to minimize any impact to future activities. All costs have been reviewed and validated by ATS&R Architects and Engineers.

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address):	<b>CHANGE ORDER NUMBER:</b> 001	<b>OWNER:</b> <input type="checkbox"/>
Burnsville High School	<b>DATE:</b> July 27, 2011	<b>ARCHITECT:</b> <input type="checkbox"/>
2011/2012 Deferred Maintenance		<b>CONTRACTOR:</b> <input type="checkbox"/>
600 East Highway 13		<b>FIELD:</b> <input type="checkbox"/>
Burnsville, Minnesota		<b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address):	<b>ARCHITECT'S PROJECT NUMBER:</b> 09064	
Jorgenson Construction, Inc.	<b>CONTRACT DATE:</b> March 17, 2011	
9255 East River Road Northwest	<b>CONTRACT FOR:</b> General Construction	
Coon Rapids, MN 55433		

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1.	Per RFCOP #1 dated 5/12/11 for add toilet room heating convectors.	ADD \$6,381.00
2.	Per RFCOP #2 dated 5/20/11 for pool grille coatings.	ADD \$2,728.00
3.	Per RFCOP #3 dated 5/20/11 for pool area ductwork.	NO COST CHANGE
4.	Per RFCOP #5 dated 5/24/11 for exhaust fan from EF.D5.	NO COST CHANGE
5.	Per RFCOP #7 dated 5/31/11 for motorized dampers.	ADD \$4,177.00
6.	Per RFCOP #10 dated 6/14/11 for TV/VCR removal.	ADD \$2,146.00
7.	Per RFCOP #12 dated for 6/14/11 for demo casework and add tall storage cabinets.	ADD \$11,322.00
8.	Per RFCOP #13 dated 6/15/11 for pool ductwork to tunnel.	ADD \$3,303.00
9.	Per RFCOP #14 dated 6/15/11 for added casework and wallboard demolition.	ADD \$1,878.00
10.	Per RFCOP #15 dated 6/16/11 for acid waste tank size.	NO COST CHANGE
11.	Per RFCOP #16 dated 6/16/11 for AHU-9 ductwork revisions.	ADD \$3,371.00
12.	Per RFCOP #17 dated 6/23/11 for wall ladder to high roof.	ADD \$3,294.00
13.	Per RFCOP #18R dated 6/23/11 for additional structural demolition.	ADD \$24,374.00
14.	Per RFCOP #20 dated 6/24/11 for concrete equipment pads in basement.	ADD \$5,081.00
15.	Per RFCOP #23 dated 6/29/11 move existing panel L1A.	ADD \$5,207.00
16.	Per RFCOP #25R dated 7/13/11 for temporary computer lab & power technology.	ADD \$12,078.00
17.	Per RFCOP #27 dated 7/6/11 for adding mixing valve.	ADD \$1,914.00
18.	Per RFCOP #30R dated 7/7/11 for tunnel access door.	ADD \$2,978.00
19.	Per RFCOP #32 dated 7/7/11 for auditorium air handling units HVAC upgrade.	ADD \$683,371.00
20.	Per RFCOP #37 dated 7/13/11 for grilles above doors L2 'D' wing.	NO COST CHANGE
21.	Per GCPR #1 dated 6/15/11 for larger ADA sinks.	ADD \$860.00
22.	Per GCPR #3 dated 6/29/11 for core drilling (20) asbestos sleeves in floor.	ADD \$889.00
23.	Per GCPR #4 dated 7/7/11 for concrete floor additional (shaft behind 4-102) removal.	ADD \$1,282.00
24.	Per GCPR #7 dated 7/18/11 for top of wall repair (code) mech room 5-201.	ADD \$3,371.00
25.	Per GCPR #8 dated 7/18/11 for terrazzo floor repair at corridor classroom entries (Ph1).	ADD \$9,382.00

**TOTAL ADD THIS CHANGE ORDER \$789,387.00**

The original Contract Sum was	\$	8,245,000.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	8,245,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$	789,387.00
The new Contract Sum including this Change Order will be	\$	9,034,387.00

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Armstrong, Torseth, Skold & Rydeen, Inc.  
ARCHITECT (Firm name)

8501 Golden Valley Road, Suite 300  
Minneapolis, MN 55427

ADDRESS

BY (Signature)

Mark G. Hayes, AIA, Partner  
(Typed name)

JULY 28, 2011  
DATE

Jorgenson Construction, Inc.  
CONTRACTOR (Firm name)

9255 East River Road Northwest  
Coon Rapids, MN 55433

ADDRESS

BY (Signature)

DEWAYNE KANNE  
(Typed name)

7/28/11  
DATE

Burnsville-Eagan-Savage Public Schools  
OWNER (Firm name)

Independent School District No. 191  
100 River Ridge Court  
Burnsville, MN 55337-1613

ADDRESS

BY (Signature)

(Typed name)

DATE