



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
September 1, 2011
6:30 PM

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance
- C. Oath of Office for New Board Member
- D. Foundation 191 Grants

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 7
- 3. Donations to Metcalf Junior High totaling \$8,695.80; in-kind donation valued at \$164.50 from Cornerstone Copy Center to Burnsville High School; 400 backpacks from Cosco Burnsville; \$471.17 from the Wells Fargo Matching Gift Program to Sioux Trail Elementary; \$403.86 from William Haugen through the Wells Fargo Matching Gift Program to Sioux Trail Elementary; and \$100 from Residential Mortgage on behalf of Derek Doherty to District 191 11
- 4. Approve change order #1 for the 2011-2012 Nicollet Junior High School Intercom and Clock Systems Replacement 16
- 5. Approve extended field trip for Harriet Bishop sixth grade students to Eagle Bluff Environmental Learning Center, September 12-14, 2011 17
- 6. Approve Ice Arena Lease with the City of Burnsville for 2011-2012 18

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.

7. Schedule a Closed Session during the scheduled Board meeting on September 1, 2011 for consideration of allegations relating to an employee	19
8. Schedule a Closed Session following the regularly scheduled Board meeting on September 1, 2011 for the discussion of negotiation strategies	20
III. Unfinished Business	
A. Receive a report on summer construction projects (15 minutes) (Rider/Deutsch)	21
B. Receive a report on the summer EDGE Program and the Gifted & Talented Institute (10 minutes) (Umhoefer)	22
IV. New Business	
A. Receive a report on the Superintendent's Evaluation (5 minutes) (Sweep)	23
V. Reports	
A. Superintendent	
B. Board Members	
VI. Recess to Closed Session for consideration of allegations relating to an employee	
VII. Reconvene and take action if appropriate	
VIII. Adjourn to Board Workshop on Referendum Levy Planning and Closed Session for discussion of negotiation strategies	

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 August 18, 2011

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.

Call to Order

Members present: Directors Currier, Luth, Schmid, Sweep, Teiken and Chair Hill. Others in attendance were Superintendent Clegg, administrators and staff.

Attendance

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

Pledge of Allegiance

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

Agenda

Moved by Director Currier, seconded by Director Teiken to approve the consent agenda as follows:

Consent
 Agenda
 Minutes
 Human
 Resources

- Minutes of the August 4, 2011 Board Meeting
- Personnel changes R. Amadio, N. Blake, K. Detert, J. Dowd, A. Halama, J. Koffis, C. Olsson, S. Perlich, R. Roy, P. Ruedy, M. Stucynski, J. Swenson, S. Szczodroski, W. Taylor, A. Tofte, E. Trask, A. Starr, C. Bartells, J. Digman, B. Dove, L. Johnson, K. McBride, B. Theyson, J. Wallace, T. Chamberland, L. Simon, R. Stousland, D. Chaffee, K. Copley, A. Hajduch, S. Herdine, G. Wilson, M. Acker, S. Braun, S. Eklund, K. Kratochvil, C. Rogers
- Donation \$173.07 from Brionne Sillman and \$34.62 from Robin Swanson to Hidden Valley in support of the Literacy Library; \$260 from Wells Fargo's Matching Gift Program to Harriet Bishop Elementary; \$13,846.90 from the Harriet Bishop PTO to Harriet Bishop Elementary in support of a variety of essential programs and items
- Approve June payroll checks numbered 715761-715893 and Direct Deposit notices numbered 435382-441492 in the net amount of \$5,545,603.76. June and July claims to date represented by checks numbered 408974-409789, 100485-100492, 1003160-1003471 and wire transfers and adjustments totaling \$7,662,340.53. Also that the Board accepts June receipts of \$11,805,757.68 and investments for Alt. Facilities and OPEB of \$27,918,215.65 as of June 30, 2011
- Approve July payroll checks numbered 715818-715952 and Direct Deposit notices numbered 437913-442707 in the net amount of \$3,568,445.16. June, July & August claims to date represented by checks numbered 409790-410450, 1003472-1003546, 100493-100510 and wire transfers and adjustments totaling \$9,980,568.73. Also, that the Board accepts July

Donations

Payroll, Claims
 & Receipts

receipts of \$7,497,334.11 and investments for Alt. Facilities and OPEB of \$24,623,915.65 as of July 31, 2011

- Approve the contract with Global Communication to install CAT6A wiring of 176 access points in seven sites within the school district by September 12, 2011
- Approve the contract with Headway Emotional Health Services to provide the equivalent of 7 full-time mental/chemical health specialist services during the 2011-2012 school year

Global Communication

Headway Emotional Health Services

Chair Hill noted the generous donations. Motion carried unanimously (6,0).

In compliance with the process and timeline approved at their June 16, 2011 meeting, Board members determined, by a simple majority vote of the quorum, the selection of Robert VandenBoom to fill the vacant director’s position.

Selection of Board Member

Moved by Director Sweep, seconded by Director Currier, to adopt the following Resolution filling a school board vacancy by appointment.

Resolution Filling Board Vacancy

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2015; and,

WHEREAS, the vacancy has occurred before the first day to file affidavits of candidacy for the school district general election and more than two years remain in the unexpired term; and

WHEREAS, Robert VandenBoom meets the qualifications established by Minnesota law to serve as a school board member;

NOW THEREFORE BE IT RESOLVED by the Board of Education of Independent School District No. 191, State of Minnesota, as follows: Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5, Robert VandenBoom is hereby appointed to fill the vacancy and shall serve until a successor is elected and qualifies to fill the unexpired part of the term. Motion carried unanimously (6,0).

Moved by Director Currier, seconded by Director Luth, to approve the 2011-2012 Burnsville High School Student/Parent Handbook. Motion carried unanimously (6,0).

BHS Student/Parent Handbook

Moved by Director Currier, seconded by the Director Sweep, to approve the appointment of election officials for the school board election on November 8, 2011 as shown on the roster. A roll call vote was taken and the motion carried unanimously (6,0 with Directors Currier, Hill, Luth, Schmid, Sweep and Teiken voting in favor, none opposed).

Appoint Election Officials

Moved by Director Luth, seconded by Director Currier, to adjourn to a Closed Session for Superintendent Performance Evaluation at 7:10 p.m. Motion carried unanimously (6,0).

Daniel W. Luth, Clerk

**Closed Session Notes
INDEPENDENT SCHOOL DISTRICT 191
August 18, 2011**

The School Board Closed Session was called to order by Chair Hill at 7:15 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.

Call to Order

Members present: Directors Currier, Luth, Schmid, Sweep, Teiken and Chair Hill

Attendance

Others in Attendance:
Randy Clegg, Superintendent

The following item(s) were discussed:

Agenda

- Superintendent Evaluation

The Closed Session adjourned at 10:00 p.m.

Adjourn

Daniel W. Luth, Clerk

**Burnsville-Eagan-Savage Public Schools
Independent School District 191
Department of Organizational Development**

TO: Members, Board of Education
Randall Clegg, Superintendent

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

DATE: September 1, 2011

RE: Recommended Personnel Changes

**Certified
Appointment**

Jacqueline Anderson	-Replacement-Teacher, ESL, .8 FTE, SO, effective 8/23/11
Cyrena Beaumont	-Replacement-Teacher, Enrichment, .5 FTE, MWS, effective 8/25/11
Mary Chapman	-New-Teacher, Reading Interventionist, .6 FTE, MJH, effective 8/24/11
Jeffrey Clear	*New-Teacher, Interventionist, 1.0 FTE, WB, effective 8/29/11
Tracy DeZiel	-Replacement-Teacher, Grade 5, 1.0 FTE, ST, effective 8/29/11
Kara Donahue	-Replacement-Teacher, .5 FTE Kindergarten and .5 FTE Interventionist, HV, effective 8/25/11
Angela Flynn	*Replacement-Teacher, .2 FTE, Grade 7 Science, MJH, effective 8/29/11
La Keisha Greenwood	-Replacement-Teacher, Grade 1, 1.0 FTE, ST, effective 8/24/11
Shannon Hart	*New-Cluster School Psychologist, .9 FTE, effective 8/29/11
Rebecca Hayden	-Replacement-Teacher, Title 1, 1.0 FTE, ST, effective 8/24/11
Jody Hissam	-Replacement-Long term sub Guidance 7-9, .5 FTE, ERJH, effective 8/29/11
Lori Keuler	*New-Teacher, Instructional Interventionist, 1.0 FTE, Neill, effective 8/29/11
Jami Lemire	*Replacement-Long term substitute, DCD/ASD, 1.0 FTE, MJH, effective 8/29/11

*added to original report
Burnsville-Eagan-Savage #191
Board Meeting – 09/01/2011

Amy McDonald	-Replacement-Teacher, Grade 1, 1.0 FTE, SO, effective 8/23/11	
Marisa Moe	-New-Teacher-.5 FTE Grade 1 and .5 FTE Interventionist, SO, effective 8/23/11	8
Marcia Nicholson	*Replacement-Teacher, Kindergarten, 1.0 FTE, SO, effective 8/29/11	
Crystal Nurmela	-New-Teacher, .5FTE Title 1 and .5 FTE Interventionist, ST, effective 8/29/11	
Jennifer Purdy-Erdahl	-Replacement-Teacher, Grade 7-9 SPED Resource, 1.0 FTE, MJH, effective 8/23/11	
Sarah Schletty	*New-Teacher, Kindergarten, 1.0 FTE, Rahn, effective 8/29/11	
Jean Schow	*New-Teacher, Kindergarten, .5 FTE, SO, effective 8/29/11	
Ellen Stevens	-Replacement-Teacher, 7-9 FACS, 1.0 FTE, ERJH, effective 8/23/11	
Pamela Strawn	-Replacement-Teacher, ESL, .9 FTE total, (.5FTE MJH and .4 FTE ERJH) effective 8/29/11	
Shannon Wintz	-Replacement-Teacher, LA, .6 FTE, NJH, effective 8/23/11	
Krishna Yuvaraj	-New-Teacher, Biology, .6 FTE, BHS, effective 8/25/11 (1st semester only)	

Change in Assignment

Heather Alvey	*School Psychologist, Central Cluster, assignment increase to .6 FTE, effective 2011/12 school year only
Renae Brunner	*Title 1 Teacher, assignment decreases to .25 FTE, St. Johns, effective 2011/12 school year
Bryeny Neal	*Speech Language Pathologist, ECSE, assignment increases to 1.0 FTE, effective 8/29/11
Alexander Tofte	*Grade 6 Teacher, ST, assignment increases to 1.0 FTE, effective 8/29/11

Leave of Absence

Barbara Luger	*School Nurse, SO, requests a medical leave of absence, effect 9/9/11, returning to work 10/24/11
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Resignation

Kimberly Hartman	*SPED Teacher, Byrne, effective 8/30/11
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Classified Appointment

James Ashley	*Replacement-MEA Level IV, 6.75 hrs/day, MJH, effective 2011/12 school year
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*added to original report
Burnsville-Eagan-Savage #191
Board Meeting – 09/01/2011

Debra Bringgold	*Replacement-Long term sub, EA, Level IV, 6.75 hrs/day, ERJH, effective 8/29/11
Rosa Flores	-New-Latino Cultural Liaison, ECSE, 8 hrs/day, 184 days per year, effective 8/29/11
Ashley Gilpin	*Replacement-2nd Cook, 3 hrs/day, ERJH, effective 8/29/11
Jo Handrahan	*New-EA, (Lunchroom - 2 hrs/day) and (Transportation - 1 hr/day), Rahn, effective 8/29/11
Joe Kinsella	*New-Lunchroom Supervisor, 2 hrs/day, NJH, effective 8/29/11
Lisa Lake	*New-Media EA, 4 hrs/day, ERJH, effective 8/29/11
Deborah Larson	*Replacement-Lunchroom Supervision Level 2A, 2.5 hrs/day, HV, effective 8/29/11
Sarah Murphy	*Replacement-2nd Cook, 3 hrs/day, Neill, effective 8/29/11
Nicholas Palodichuk	*Replacement-C-shift custodian, 8 hrs/day, BHS, effective 9/6/11
Melissa Reuvers	*Replacement-2nd Cook, 2.25 hrs/day, VV, effective 8/29/11
Kristen Scheuneman	*Replacement-Media EA, 6 hrs/day, GP, effective 8/29/11
Michelle Schroeder	*Replacement-2nd Cook, 3 hrs/day, ERJH, effective 8/29/11
Brett Sniderman	*Replacement-B-shift custodian, 8 hrs/day, ERJH, effective 9/6/11
Bobbi Sutherland	*Replacement-2nd Cook, BHS, 5.75 hrs/day, effective 8/29/11
Sherry Thompson	*Replacement-2nd Cook, ST, 3,5 hrs/day, effective 8/29/11
Juanita Ville	*Replacement-EA (Lunchroom 2 hrs/day) and (General 1.5 hrs/day), GP, effective 8/29/11
<u>Change in Assignment</u>	
Karen Knudsen	-Assignment increases to 2nd Cook, BHS, 6.25 hrs/day, effective 8/29/11
Debra Lucke	-Assignment increases to 2nd Cook, ERJH, 5.75 hrs/day, effective 8/29/11
Karla Moulton	-Assignment increases with the addition of 2 hrs/day, Due Process Clerk, ECSE, for a total of 6 hrs/day, effective 8/29/11

*added to original report
Burnsville-Eagan-Savage #191
Board Meeting – 09/01/2011

Leave of Absence

Brigid McCarthy

*Secretary, BALC, requests a medical leave of absence, effective 9/13/11 for a period of 2 - 4 weeks

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Leave Denial

Sandra Drenttel

*EA, request for extended leave of absence for 2011/12 school year denied

Resignation

Kevin Curtis

*Tech Facilitator, effective 8/23/11

Sandra Drenttel

*EA, effective 8/25/11

Barb Gruber

*SPED Health EA, effective 9/23/11

Joanne Himrich

*MEA, effective 8/12/11

Toni Holdshoe

*Food Service, effective 8/18/11

Retirement

Jane Brauch

*2nd Cook, ERJH, after 14 years in the District, effective 8/13/11

Community Education

Appointment

Amy Hamel

*Program Supervisor, Infant Classroom, DEC, 8 hrs/day, effective 8/29/11

To: ISD 191 Board of Education
From: Kelly Ronn, Principal
Date: August 24, 2011
Re: Gifts to Metcalf Junior High School 2010-2011

Agenda Item II.B.3

I recommend that the Board of Education accept the following gifts from the following people/companies and how they will be used. Metcalf appreciates the generosity of these people/companies. These gifts have been deposited into the appropriate General Fund accounts.

ADMINISTRATION

<i>L. Engstrom Matching Gift</i>	2,318.10
<i>Lakeshirts.com Gift</i>	38.00
<i>PTO Gift (Scholarships)</i>	1,000.00
<i>Snacks for Testing Gift</i>	30.00
<i>TIMSS USA Gift</i>	200.00

CO-CURRICULAR

<i>D. Anderson Matching Gift</i>	801.20
<i>BCBS Gift</i>	50.00
<i>Global Impact Gift</i>	262.50
<i>Symantec/Global Impact</i>	180.00

DRAMA

<i>Parent Gift</i>	150.00
<i>PTO Gifts</i>	1,248.00

ESL

<i>PTO Gift (Reading A-Z online program)</i>	85.00
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GUIDANCE

<i>Westat Gift</i>	100.00
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PHYSICAL EDUCATION

<i>PTO Gift (kettlebells strength/cardio component)</i>	513.00
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SCIENCE

<i>PTO Gift (refrigerator/freezer for science items)</i>	570.00
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SOCIAL STUDIES

<i>World Challenge Gift</i>	100.00
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TECHNOLOGY EDUCATION

<i>Burnsville Rotary Gift (6/28/11)</i>	500.00
<i>PTO Gift (Wing cutter)</i>	500.00

YEARBOOK

<i>PTO Gift (Camera)</i>	50.00
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TOTAL GIFTS	\$8,695.80
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TO: Dr. Clegg
FROM: Dave Helke
DATE: August 26, 2011
RE: Donations

Please accept the following in-kind donation from Cornerstone Copy Center of Burnsville for copies and production services for the BHS Hall of Fame Banquet programs. This in-kind donation is valued at \$164.50.

Cornerstone Copy Center
% Daniel Mahowald
13775 Frontier Ct.
Burnsville, MN 55337

TO: Board of Education
Dr. Randall Clegg, Superintendent

FROM: Taber Akin, Principal – Sioux Trail School

DATE: August 31, 2011

RE: Donation

Sioux Trail received the following donation from Costco. The donation came through 360 Communities.

I request that the following donation be accepted by our district for Sioux Trail Elementary School:

400 Backpacks @approximately \$15-20 each	\$6,000 -8,000.00
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Contact Information:

Don Christensen
Costco Burnsville
14050 Burnhaven Dr
Burnsville, MN 55337-4407
952-229-6449

TO: Board of Education
Dr. Randall Clegg, Superintendent

FROM: Taber Akin, Principal – Sioux Trail School

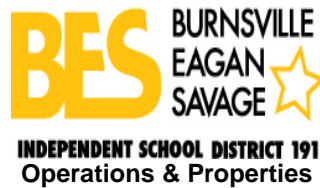
DATE: August 31, 2011

RE: Special Donation

Members of the Sioux Trail community work tirelessly for the success of all our students. Evidence of this can be seen in the extensive volunteerism and generosity of monetary gifts.

I request that the following corporate community support donations be accepted by our district for Sioux Trail Elementary School:

Wells Fargo Foundation	Gift through the Wells Fargo Foundation matching gift program (William Haugen - children attend Sioux Trail)	\$471.17
Wells Fargo Foundation	Employee gift through the Wells Fargo Foundation William Haugen (children attend Sioux Trail)	\$403.86
		\$875.03



TO: Members, Board of Education
Randy Clegg, Superintendent

FROM: Jon Deutsch, Director

DATE: August 26, 2011

RE: Change Order #1 for the 2011-2012 Joseph Nicollet Junior High Intercom and Clock Systems Replacement

Recommendation: That the Board of Education approve change order #1 for the 2011-2012 Joseph Nicollet Junior High Intercom and Clock Systems Replacement

On April 21, 2011 the School Board approved the bids for the 2011-2012 Joseph Nicollet Junior High Intercom and Clock Systems Replacement. Change Order #1 is a deduct of \$4,000 to the contract for a substitute PA system that allows for all the functionality needed and aligns with our district standard for intercom systems. All costs have been reviewed and validated by ATS&R Architects and Engineers.



**AGENDA II-B-5
September 1, 2011**

TO: Members, Board of Education

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

DATE: September 1, 2011

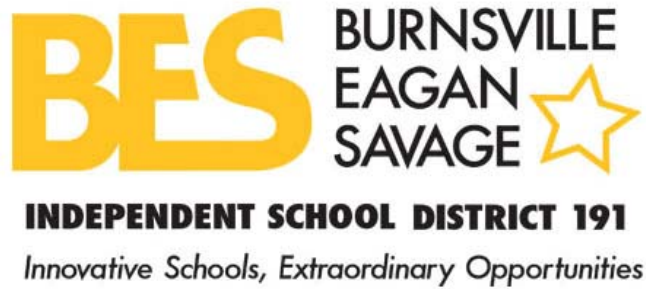
RE: Extended Field Trip – Harriet Bishop Elementary

RECOMMENDATION: That the School Board approve the extended field trip proposal submitted by Harriet Bishop Elementary School for sixth grade students to go to the Eagle Bluff Environmental Learning Center September 12-14, 2011 and that policy requirements prohibiting elementary extended field trips be waived.

Harriet Bishop Elementary School has requested permission to take a group of sixth graders on an extended field trip to Eagle Bluff Environmental Learning Center. By policy definition, extended field trips are trips that require an overnight stay. Board policy prohibits extended field trips for elementary students unless the School Board waives the policy requirements. This proposal is in compliance with Board policy in all other respects. Background checks of all volunteers are expected to be completed the first week of September. We believe it is worthy of your support and recommend action accordingly.

LKR/mp

cc: Rob Nelson



**Agenda II-B-6
September 1, 2011**

TO: Members, Board of Education

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

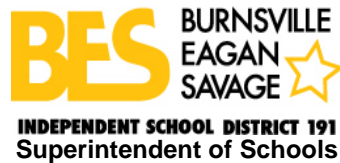
DATE: September 1, 2011

RE: Ice Arena Lease – 2011-2012

RECOMMENDATION: That the Board of Education approve the Ice Arena Lease with the City of Burnsville for the 2011-2012 year in the amount of \$89,327.70 for a total of 425.33 hours of ice time.

The ice rental agreement with the City of Burnsville provides practice, game and playoff time for both boys and girls hockey. The contract is similar to last year's with the addition of language related to new law under Minnesota Statute Sections 121A.37 and 121A.38 for acknowledgement of concussion awareness obligations. The contract is within the budget established for this purpose. The rate per hour remains the same as the previous year where we agreed to \$86,711.11 for a total of 412.92 hours of ice time. I recommend approval.

ATTACHMENT: Contract Available Upon Request



TO: Members, Board of Education Agenda Item II.B.7
September 1, 2011

FROM: Randy Clegg, Superintendent

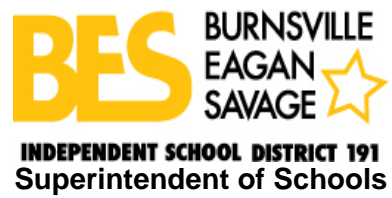
DATE: August 29, 2011

RE: Schedule Closed Session

Recommendation: That the Board of Education schedule a Closed Session, pursuant to Minnesota Statute 13.D.05, Subdivision 2, (b), during the scheduled Board meeting on September 1, 2011 for consideration of allegations relating to an employee.

Discussion: Closed sessions of the School Board must be called by a majority vote of those in attendance at a duly called Board meeting.

Typically, School Board members are to be given a three-day notice of all meetings. Since the September 1, 2011 Closed Session cannot be called until that very evening, the motion indicates that the three-day notice is waived. Any member who is unable to attend the meeting will be asked to waive their right to the three-day notice as well.



TO: Members, Board of Education

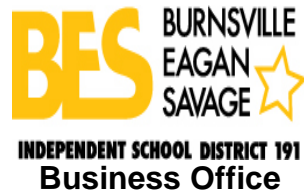
Agenda II.B.8
September 1, 2011

FROM: Randy Clegg, Superintendent

DATE: August 29, 2011

RE: Schedule Closed Session

Recommendation: That the Board of Education schedule a Closed Session following the regularly scheduled board meeting on September 1, 2011, for the discussion of negotiation strategies.



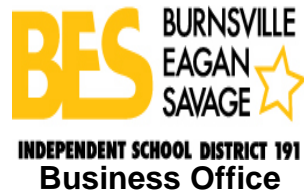
TO: Members, Board of Education Agenda Item III.A
September 1, 2011

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

DATE: August 31, 2011

RE: Summer Construction Projects

Jon Deutsch and Glenn Simon will be available to bring us up to date on the many deferred maintenance projects that have been progressing throughout the summer as well as an update on the continued progress and timeline for the Burnsville High School project.



TO: Members, Board of Education Agenda Item III.B
September 1, 2011

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

DATE: August 31, 2011

RE: Summer Edge and Gifted & Talented Programs

Tom Umhoefer will be available to spend a few minutes to share information related to our summer Edge Program and our Gifted and Talented Institute. A promotional DVD developed by our students of the Edge Program will be shown.

To: ISD 191 School Board Directors

Date: Aug. 31, 2011

Subject: Superintendent Evaluation – 2011

From: Sandra Sweep, Vice-Chair

2011 Superintendent Evaluation

For

Dr. Randall Clegg

The Burnsville-Eagan-Savage School Board conducted its year-end evaluation for Superintendent Randy Clegg on August 18, 2011. The evaluation was centered on the following seven standards:

- Creating a shared vision
- Developing a culture of learning
- Organizational management
- Collaborating with families and community
- Acting with integrity, fairness and ethics
- Working within the larger political, social, economic, legal and cultural context
- Creating goals aligned with student achievement

In each area the board determined that Dr. Clegg has met the standard. Within each standard, each board member and the superintendent were given time to discuss each in depth. Overall, the school board is satisfied with Dr. Clegg's accomplishments over the last year and supports him in carrying these through the upcoming year(s). In closing, Dr. Clegg outlined the challenges and opportunities for the upcoming school year.