



### Regular Meeting Agenda

Diamondhead Education Center  
200 W. Burnsville Parkway  
Burnsville, MN 55337  
September 15, 2011  
6:30 PM

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance
- C. Public Recognition
  - 1. Burnsville High School Athletic Success

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 and Closed Session Notes 3
- 2. Human Resources 8
- 3. Donation of \$7,200 from the Sky Oaks PTO for a climbing wall (2010-11 school year); \$5,555.25 from the Sky Oaks PTO to Sky Oaks for materials and in support of student activities; \$407 from Daniel Golliet to Sky Oaks through the Wells Fargo Matching Gift program; \$500 from the Burnsville Rotary for the Sky Oaks Roots & Wings Project; \$700 in mini-grants from the Sky Oaks PTO to Sky Oaks (2010-11 school year); \$3,400 from the Sky Oaks PTO to Sky Oaks for the Patrol trip and Seekers Program (2010-11 school year); two gift cards totaling \$100 from the PBIS KIDS Study Team to the Area Learning Center; school supplies from the Fairview Ridges Hospital to ISD 191; \$12,342.35 from Target Corporation's Take Charge of Education program to the Burnsville Blaze Fund; dictionaries (valued at approximately \$1,700) from the Burnsville Lions Club for all third grade students 10
- 4. Payroll, Expenditures, Receipts and Investments

5. Schedule a Special Board Meeting to certify the proposed tax levy payable in 2012	27
6. Accept a \$2,000 grant from Target to Hidden Valley Elementary for the purchase of books	28
III. Unfinished Business	
A. Approve the revised budget for 2011-2012 (15 minutes) (Rider)	29
IV. New Business	
A. Approve the Annual Report on Curriculum, Instruction and Student Achievement (15 minutes) (Lindholm)	32
B. Receive a report on the first day of school (5 minutes) (Clegg)	
V. Adjourn to Board Workshop for Q-Comp Overview	

School Board Minutes  
 INDEPENDENT SCHOOL DISTRICT 191  
 September 1, 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 VandenBoom and Chair Hill. Others in attendance were Superintendent Randy Clegg, administrators and staff. Attendance

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

Chair Hill conducted the swearing-in ceremony for School Board Director Bob VandenBoom. Oath of Office

Steve Fiebiger, President of Foundation 191, announced that ISD 191 educators have been awarded 11 grants totaling \$10,459. The funds will allow educators to further expand student opportunities. Public Recognition

Moved by Director Sweep, seconded by Director Luth, to approve the agenda. Motion carried unanimously (7,0). Agenda

Moved by Director Currier, seconded by Director Teiken, to approve the consent agenda as follows: Consent Agenda  
 Minutes  
 Human Resources

- Minutes of August 18, 2011 Board Meeting and Closed Session
- Personnel changes J. Anderson, C. Beaumont, M. Chapman, J. Clear, T. DeZiel, K. Donahue, A. Flynn, L. Greenwood, S. Hart, R. Hayden, J. Hissam, L. Keuler, J. Lemire, A. McDonald, M. Moe, M. Nicholson, C. Nurmela, J. Purdy-Erdahl, S. Schletty, J. Schow, E. Stevens, P. Strawn, S. Wintz, K. Yuvaraj, H. Alvey, R. Brunner, B. Neal, A. Tofte, B. Luger, K. Hartman, J. Ashley, D. Bringgold, R. Flores, A. Gilpin, J. Handrahan, J. Kinsella, L. Lake, D. Larson, S. Murphy, N. Palodichuk, M. Reuvers, K. Scheuneman, M. Schroeder, B. Sniderman, B. Sutherland, S. Thompson, J. Ville, K. Knudsen, D. Lucke, K. Moulton, B. McCarthy, S. Drenttel, K. Curtis, S. Drenttel, B. Gruber, J. Himrich, T. Holdshoe, J. Brauch, A. Hamel
- Donations totaling \$8,695.80 to Metcalf Junior High; in-kind donation valued at \$164.50 from Cornerstone Copy Center to Burnsville High School; 400 backpacks from Costco Burnsville; \$471.17 from the Wells Fargo Foundation matching gift program to Sioux Trail; \$403.86 from William Haugen through the Wells

Donations

<p>Fargo Foundation program to Sioux Trail Elementary;\$100 from Residential Mortgage on behalf of client Derek Doherty to District 191</p>	<p>NJH Clock System Field Trip</p>
<ul style="list-style-type: none"> <li>- Approve change order #1 for the 2011-2012 Joseph Nicollet Junior High Intercom and Clock Systems Replacement</li> <li>- Approve extended field trip proposal for Harriet Bishop Elementary School 6th 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</li> </ul>	<p>Ice Arena Lease</p>
<ul style="list-style-type: none"> <li>- 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</li> </ul>	<p>Schedule Closed Session</p>
<ul style="list-style-type: none"> <li>- 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</li> </ul>	<p>Schedule Closed Session</p>
<ul style="list-style-type: none"> <li>- Schedule a Closed Session following the regularly scheduled board meeting on September 1, 2011 for the discussion of negotiation strategies</li> </ul>	<p>Chair Hill made special mention of the generous donation. Motion carried unanimously (7, 0).</p>
<p>Jon Deutsch provided a brief report and video on the deferred maintenance projects that have been in progress over the summer months and an update on the continued progress and timeline for the Burnsville High School Project.</p>	<p>Summer Construction Projects</p>
<p>Tom Umhoefer provided an overview of ISD 191's summer Edge Program and our Gifted and Talented Institute. Both programs have proven to be very popular and are self-sustaining. A promotional DVD developed by Edge Program students was viewed.</p>	<p>Edge Program/ GTI</p>
<p>Vice Chair Sandy Sweep provided results of the superintendent evaluation that was conducted on August 18. The board has determined that Dr. Clegg has met each of the seven standards used as performance measures.</p>	<p>Evaluation</p>
<p>The superintendent reported that with a few exceptions at the Burnsville High School, Nicollet Junior High and kindergarten, the new school year begins on September 6 for most students. He expressed appreciation to all those involved with the high school renovation. Dr. Clegg also attended the Hall of Fame Induction Ceremony and thanked the Black &amp; Gold Foundation for their work. ACT results were received and high school students exceeded</p>	<p>Superintendent Report</p>

state averages in all areas. Also mentioned was the need for school supplies; any donations are welcome.

Chair Hill met with the new student rep, Sam Wehling. Director Teiken noted that along with the new school year, additional volunteers are always needed. Parents or community members were encouraged call their local school for additional information. Director Schmid asked that we all be more vigilant drivers with the beginning of the school year and watch for students, buses and other vehicles.

Board Member Reports

Moved by Director Teiken, seconded by Director Luth, that Board members recess to Closed Session at 7:37 p.m. to consideration of allegations relating to an employee. [Board members reconvened at 7:52 p.m.]

Recess to Closed Session/ Reconvene

Moved by Director Luth, seconded by Director Schmid, to adopt a resolution discharging Employee A.  
RESOLUTION DISCHARGING EMPLOYEE "A." WHEREAS, Employee "A" is employed by Independent School District No. 191 and the Administration of the School District has recommended his discharge; and WHEREAS, Employee "A" may be a veteran entitled to rights under the Veterans Preference Act, Minnesota Statutes, Section 197.46; NOW, THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 191 as follows: 1. Employee "A" is hereby proposed for discharge from employment with Independent School District No. 191; 2. The grounds for Employee "A's" proposed discharge under the Veterans Preference Act are incompetency and misconduct and the reasons are set forth in Attachment No. 1. 3. The Executive Director of Organizational Development is directed to send written notice to Employee "A" regarding his proposed discharge as provided by law, and said notice shall be in substantially the form as provided in Attachment No. 1. A roll call vote was taken and the motion carried unanimously (7,0 with Directors Currier, Hill, Luth, Schmid, Sweep, Teiken and VandenBoom voting in favor, none opposed).

Moved by Director Luth, seconded by Director VandenBoom, to adjourn to a Board Workshop on Referendum Levy Planning and Closed Session for discussion of negotiation strategies at 7:56 p.m. Motion carried unanimously (7,0).

Adjourn

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Daniel W. Luth, Clerk

**Closed Session Notes**  
**INDEPENDENT SCHOOL DISTRICT 191**  
**September 1, 2011**

The School Board Closed Session was called to order by Chair Hill at 7:38 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, VandenBoom and Chair Hill

Attendance

Others in Attendance:

Randy Clegg, Superintendent

Tania Chance, Executive Director of Human Resources

The following item(s) were discussed:

The Board recessed to closed session for the preliminary consideration of allegations relating to an employee.

Agenda

The Closed Session adjourned at 7:50 p.m.

Adjourn

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Daniel W. Luth, Clerk

**Closed Session Notes**  
**INDEPENDENT SCHOOL DISTRICT 191**  
**September 1, 2011**

The School Board Closed Session was called to order by Chair Hill at 8:27 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center. Call to Order

Director Currier was appointed Acting Clerk for this Closed Session.

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

Members absent: Director Luth

Others in Attendance:

Scott Brown, Director of Accounting

Tania Chance, Executive Director of Organizational Development

Randy Clegg, Superintendent

Lisa Rider, Executive Director of Business Services

Stacey Sovine, Director of Labor Relations

The Board recessed to closed session for the discussion of negotiation strategies with all bargaining units as a whole. Agenda

The Closed Session adjourned at 9:24 p.m. Adjourn

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DeeDee Currier, Acting 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 15, 2011

RE: Recommended Personnel Changes

**Certified  
Appointment**

Christine Erickson -Replacement-Teacher, .6 ESL, NJH, effective 9/6/11

Tanya Meyer -New-Teacher, Kindergarten, .55 FTE, HB, effective 8/29/11 (.05 FTE prep time portion effective 2010/11 school year only)

Dawn Stephens -Replacement-Teacher, Resource LD, 1.0 FTE, Byrne, effective 9/8/11

**Change in Assignment**

Alissa Tofte -Assignment increases with the addition of .5 FTE Interventionist, Rahn, for a total of 1.0 FTE, effective 9/6/11

**Leave of Absence**

Beth Leighton \*Teacher, SO, requests a 1.0 FTE FMLA/maternity leave of absence, effective 10/28/11 for a period of 8 weeks

**Classified  
Appointment**

Jennifer DeDomines -Replacement-EA Level 4, ECSE, 5.2 hrs/day, effective 9/7/11

Heather Dionne \*Replacement-MEA, 6.5 hrs/day, HV, effective 2011/12 school year

Karen Johnson -Replacement-EA Level 4, ECSE, 5.9 hrs/day, effective 9/7/11

Kelli Meyer \*Replacement-MEA, FEST program, MJH, 6.5 hrs/day, effective 2011/12 school year

Angela Pond \*Replacement-MEA, Level III-Resource, 6.5 hrs/day, SO, effective 9/15/11

Bonnie Rose \*Replacement-LTS Lunchroom EA, 2 hrs/day, HB, effective 2011/12 school year

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 09/15/11

Judith Vennard

\*Replacement-EA Level 2A, 4.5 hrs/day, HB, effective 2011/12 school year

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### **Change in Assignment**

Peggy Fontana

-Assignment changes to EA Level 2A, HB, 8 hrs/day, effective 9/6/11

Jennifer Sampson

-Assignment changes to 2nd Cook, 5.25 hrs/day, BHS, effective 8/29/11

Jack Tillman

-EA, Neill, assignment increases with the addition of 1.5 hrs/day, Transportation EA, for a total of 8 hrs/day, effective 9/6/11

Alicia Vitali

-Food Service 2nd Cook, assignment increases to 3.75 hrs/day, ERJH, effective 9/7/11

### **Leave of Absence**

Mark Alewine

\*Transportation Clerk, ASC, requests an FMLA leave of absence, effective 9/4/11 - 10/24/11

Angie Berra

\*Transportation Clerk, ASC, requests an FMLA leave of absence, effective 10/14/11 - 12/9/11

LuAnn Neisen

-Food Service 2nd Cook, MWS, requests a general leave of absence, effective 8/29/11, returning to work 11/30/11

### **Retirement**

Richard Deplazes

-Custodian, after 36 years in the District, effective 9/30/11

Shirley Roberts

-Educational Assistant, after 10 years in the District, effective 9/9/11

### **Community Education**

#### **Appointment**

Victoria Sanders

\*New-CE Casual Program Aide for Preschool Project KIDS, effective 9/20/11

Kevin Sorlie

\*Replacement-Project KIDS School Age Team Coordinator, DEC, 7 hrs/day, effective 9/15/11

#### **Resignation**

Mike Fladmark

-CE Program Supervisor, VV, effective 9/9/11

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 09/15/11

# Memorandum

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**To:** Dr. Randall Clegg  
**CC:** Rose Hermann  
**From:** Kay Fecke  
**Date:** 9/8/2011  
**Re:** Donation

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II.B.3

I recommend that the Board of Education accept the following donations to Sky Oaks Elementary School. The donations will be used for the students of Sky Oaks.

- Sky Oaks PTO gave a donation of \$7,200.00 to the school for a climbing wall in the gymnasium during the 2010-2011 school year.
- Sky Oaks PTO gave a donation of \$5,555.25 to the school for a combination of items, including Literacy library, field trip and scholarship support, chess residency, materials for classrooms and teacher and grade level mini grants.
- Mr. Daniel Golliet, 7775 240th St. E., Lakeville, MN 55044, donated a total of \$407.00 to the school this year through the Wells Fargo Matching gift program.
- Burnsville Rotary donated \$500.00 for the Sky Oaks Roots & Wings project.

We are grateful for their generous support of education and Sky Oaks School.

# Memorandum

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**To:** Dr. Randall Clegg  
**CC:** Rose Hermann  
**From:** Kay Fecke  
**Date:** 9/8/2011  
**Re:** Donation

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II.B.3

I recommend that the Board of Education accept the following donations to Sky Oaks Elementary School. The donations will be used for the students of Sky Oaks.

- Sky Oaks PTO gave a donation of \$700.00 to the school for mini grants for grades 1 and 5 for the 2010-2011 school year.
- Sky Oaks PTO gave a donation of \$3,400.00 to the school for the Patrol trip and the Seekers program for the 2010-2011 school year.

We are grateful for their generous support of education and Sky Oaks School.

# Memorandum

**To:** Dr. Randall Clegg

II.B.3

**From:** Janice Porter

**Date:** 9/9/2011

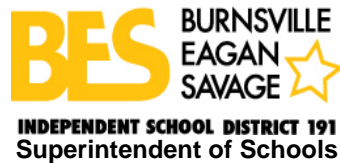
**Re:** Donation

I recommend that the Board of Education accept the following donation to the Burnsville Area Learning Center. The donations will be used for the students participating in Targeted Services programs.

- The PBIS KIDS Study Team gave a donation of 2 gift cards totaling \$100.00 to the school for participating in a research study.

BALC will follow district gift card protocol in the handling of this donation.

We are grateful for their generous support of education and the Burnsville Area Learning Center.



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TO: Members, Board of Education Agenda Item II.B.3  
September 15, 2011

FROM: Randy Clegg, Superintendent

DATE: September 14, 2011

RE: Donation

**Recommendation:** That the Board of Education accept a donation of school supplies from Fairview Ridges Hospital to the Burnsville-Eagan-Savage schools.

Each year, Fairview Ridges Hospital employees hold an annual drive to collect school supplies with the intent of providing supplies for students who may not have the resources to purchase them.

We are grateful for the generous support from Fairview Ridges and their employee donation program.



II.B.3

**TO:** Dr. Clegg  
**FROM:** Dave Helke  
**DATE:** September 13, 2011  
**RE:** Donations

Please accept the following donation to Burnsville Senior High School Blaze Fund for \$12,342.35 from Target Corporation's Take Charge of Education program.

Greg Steinhafel  
Chairman, President and CEO, Target Corporation  
Mail Stop 2A-O  
PO Box 59214  
Minneapolis, MN 55459-0214

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TO: Members, Board of Education Agenda Items II.B.3  
September 15, 2011

FROM: Randy Clegg, Superintendent

DATE: September 14, 2011

RE: Donation

**Recommendation:** That the Board of Education accept a donation of dictionaries valued at approximately \$1,700 from the Burnsville Lions Club.

This week, the Burnsville Lions Club is once again distributing dictionaries to students--850 of them. One dictionary will be given to each third grade student attending our elementary schools. The dictionary is for the student to keep and take with him/her. We appreciate the Lions' generosity and value their continued support of the students in our district.



**Agenda II B-4  
September 15, 2011**

**TO: Dr. Randall Clegg, Superintendent**

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

**DATE: September 15, 2011**

**RE: August Payroll, Claims and Receipts**

**RECOMMENDATION:** That the Board approve August payroll checks numbered 715955-715998, and Direct Deposit notices numbered 442708-444314, in the net amount of \$3,502,169.73. June & August claims to date represented by checks numbered 410451-410920, 1003547-1003630, 100511-100521 and wire transfers and adjustments totaling \$8,725,748.51. Also, that the Board accepts August receipts of \$17,806,877.37 and investments for Alt. Facilities and OPEB of \$23,624,957 as of August 31, 2011.

August payroll, wire transfers, claims and receipts have been prepared under the direction of Scott Brown, Director of Accounting Services, and is presented for approval by the School Board. I would be glad to answer any questions.

LKR/mp

INDEPENDENT SCHOOL DISTRICT 191  
FINANCIAL REPORT  
August 31, 2011

**Cash Receipts**

Receipts 74652-74827	\$17,806,877.37
Miscellaneous Adjustments	<u>\$0.00</u>

**TOTAL AUGUST CASH RECEIVED** 17,806,877.37

**CASH DISBURSEMENTS**

August		\$3,502,169.73
Regular Payroll Checks	715955-715998	
Direct Deposit Notices	442708-444314	

July Payables Previously Approved		\$246,529.08
August Claims Previously Approved:		\$171,847.74

August Claims:	410451-410502	
	410524-410562	
	410573-410683	
	1003550-1003573	
	1003577-1003604	
	100511-100521	\$2,759,729.80

August Wire Transfers		\$4,526,352.03
Miscellaneous Adjustments		<u>\$53,609.34</u>

**TOTAL AUGUST CASH DISBURSED** 11,260,237.72

**TOTAL EXPENSES TO BE APPROVED**

August Cash Disbursed		\$11,260,237.72
Less: Items Previously Approved		(\$418,376.82)

Plus: August Payables	410712-410789	\$789,409.19
Checks	410857-410920	

September Claims:	410790-410856	\$479,134.88
Checks	1003607-1003630	

**ADDITIONAL JUNE DISBURSEMENTS**

410503-410523	\$117,513.27
410563-410572	
410684-410711	
1003547-1003549	
1003574-1003576	
1003605-1003606	

**TOTAL TO BE APPROVED**

12,227,918.24

OPEB

\$13,431,424.00

ALT FACILITIES

\$10,193,533.00

**TOTAL INVESTMENTS**

\$23,624,957.00

**INDEPENDENT SCHOOL DISTRICT 191  
ALT FACILITY OUTSTANDING INVESTMENTS  
31-Aug-11**

<b>Purchase Date</b>	<b>Depository</b>	<b>Investment Type</b>	<b>CD Yield</b>	<b>Maturity Date</b>	<b>Purchase Amount</b>
4/12/2011	MN Trust	CD	0.090	9/2/2011	\$ 100,035.27
4/12/2011	MN Trust	CD	0.101	10/7/2011	249,922
4/12/2011	MN Trust	CD	0.100	10/7/2011	249,922
4/12/2011	MN Trust	CD	0.101	10/7/2011	249,924
4/12/2011	MN Trust	CD	0.101	10/7/2011	249,923
4/12/2011	MN Trust	CD	0.091	10/7/2011	248,910
4/20/2011	MN Trust	SEC	0.200	10/20/2011	249,000
4/20/2011	MN Trust	SEC	0.100	10/20/2011	249,000
4/12/2011	MN Trust	CD	0.193	11/4/2011	249,971
4/12/2011	MN Trust	CD	0.101	11/4/2011	171,097
4/21/2011	MN Trust	SEC	0.140	11/21/2011	249,000
4/12/2011	MN Trust	CD	0.101	12/2/2011	171,110
4/12/2011	MN Trust	CD	0.101	12/2/2011	249,862
5/25/2011	MN Trust	CD	0.150	12/2/2011	99,077
5/25/2011	MN Trust	CD	0.150	12/2/2011	100,079
6/23/2011	MN Trust	SEC	0.253	12/21/2011	249,000
4/12/2011	MN Trust	CD	0.150	1/6/2012	249,876
4/12/2011	MN Trust	CD	0.150	1/6/2012	229,254
4/12/2011	MN Trust	CD	0.151	1/6/2012	52,058
4/21/2011	MN Trust	SEC	0.200	1/20/2012	143,000
4/12/2011	MN Trust	CD	0.250	3/2/2012	143,393
4/12/2011	MN Trust	CD	0.292	4/6/2012	143,487
4/12/2011	MN Trust	CD	0.319	5/4/2012	249,946
4/12/2011	MN Trust	CD	0.457	6/1/2012	249,908
4/12/2011	MN Trust	CD	0.400	6/1/2012	249,934
6/14/2011	MN Trust	CD	0.396	6/13/2012	249,986
6/15/2011	MN Trust	CD	0.844	6/14/2012	249,987
6/16/2011	MN Trust	CDR	0.150	6/14/2012	241,962
6/16/2011	MN Trust	CDR	0.150	6/14/2012	241,962
6/16/2011	MN Trust	CDR	0.150	6/14/2012	218,343
6/16/2011	MN Trust	CDR	0.150	6/14/2012	50,955
6/20/2011	MN Trust	CD	0.401	6/20/2012	248,000
4/12/2011	MN Trust	CD	0.299	7/6/2012	249,921
4/12/2011	MN Trust	CD	0.293	7/6/2012	82,396
4/12/2011	MN Trust	CD	0.293	7/6/2012	83,300
4/12/2011	MN Trust	CD	0.293	7/6/2012	84,303
4/12/2011	MN Trust	CD	0.457	8/3/2012	249,969
4/12/2011	MN Trust	CD	0.300	8/3/2012	249,979
5/25/2011	MN Trust	CD	0.557	8/17/2012	248,878
4/12/2011	MN Trust	CD	0.400	9/7/2012	249,900
4/12/2011	MN Trust	CD	0.409	9/7/2012	249,931
4/13/2011	MN Trust	CD	0.599	10/4/2012	249,995
4/12/2011	MN Trust	CD	0.406	10/5/2012	249,996
4/20/2011	MN Trust	SEC	0.767	10/22/2012	248,000
4/12/2011	MN Trust	CD	0.599	12/7/2012	249,956
4/12/2011	MN Trust	CD	0.648	1/4/2013	249,980
5/25/2011	MN Trust	CD	0.000	1/24/1900	249,989
5/25/2011	MN Trust	CD	0.000	1/24/1900	100,790
5/25/2011	MN Trust	CD	0.000	1/25/1900	248,365
Ending Balance					<u>\$ 10,193,533</u>

**INDEPENDENT SCHOOL DISTRICT 191**  
**OPEB OUTSTANDING INVESTMENTS**  
**31-Aug-11**

<b>Purchase Date</b>	<b>Depository</b>	<b>Investment Type</b>	<b>CD Yield</b>	<b>Maturity Date</b>	<b>Purchase Amount</b>
8/12/2010	MN Trust	CD	0.800	9/16/2011	\$ 249,973
12/15/2009	MN Trust	CD	1.409	12/15/2011	243,100
12/16/2009	MN Trust	CD	2.150	12/16/2011	239,600
12/23/2009	MN Trust	CD	1.168	12/23/2011	244,200
9/29/2009	MN Trust	SEC	2.300	2/1/2012	190,642
8/26/2009	MN Trust	SEC	2.200	2/1/2012	501,765
6/23/2009	MN Trust	SEC	4.000	2/1/2012	1,080,686
6/17/2010	MN Trust	SEC	1.500	2/1/2012	100,000
8/13/2009	MN Trust	SEC	2.450	4/1/2012	125,474
9/4/2009	MN Trust	CD	2.101	6/4/2012	235,600
9/10/2009	MN Trust	CD	2.100	6/8/2012	235,300
9/8/2009	MN Trust	SEC	2.100	6/8/2012	245,000
9/18/2009	MN Trust	CD	1.991	6/15/2012	237,000
12/16/2009	MN Trust	SEC	2.000	6/18/2012	245,000
12/22/2009	MN Trust	SEC	1.900	6/22/2012	245,000
9/9/2009	MN Trust	CD	2.120	6/25/2012	236,000
12/30/2009	MN Trust	SEC	1.700	6/29/2012	245,000
11/2/2009	MN Trust	CD	3.000	6/29/2012	245,000
12/31/2009	MN Trust	SEC	1.800	7/2/2012	245,000
7/27/2010	MN Trust	SEC	1.164	7/26/2012	249,871
8/2/2010	MN Trust	SEC	1.091	8/2/2012	249,844
8/20/2010	MN Trust	SEC	1.141	8/20/2012	249,884
8/3/2009	MN Trust	SEC	3.000	2/1/2013	101,194
10/19/2009	MN Trust	SEC	2.100	2/1/2013	800,000
2/15/2011	MN Trust	CD	0.962	2/1/2013	249,906
2/15/2011	MN Trust	CD	0.995	2/1/2013	149,930
9/2/2009	MN Trust	CD	2.550	6/3/2013	227,500
9/4/2009	MN Trust	CD	2.558	6/5/2013	455,100
8/23/2010	MN Trust	CD	1.300	8/23/2013	240,000
10/1/2009	MN Trust	SEC	2.650	12/30/2013	245,000
10/13/2009	MN Trust	SEC	2.880	2/1/2014	385,000
10/15/2009	MN Trust	SEC	2.880	2/1/2014	935,000
6/8/2010	MN Trust	SEC	2.400	2/1/2014	345,000
12/20/2010	MN Trust	SEC	1.900	2/1/2014	250,000
9/1/2009	MN Trust	SEC	2.980	3/1/2014	723,607
7/15/2009	MN Trust	SEC	5.000	2/1/2015	328,433
11/12/2009	MN Trust	SEC	3.800	2/1/2015	1,024,310
6/8/2010	MN Trust	SEC	2.750	2/1/2015	210,000
6/29/2009	MN Trust	SEC	3.350	6/1/2015	472,505
12/20/2010	MN Trust	SEC	3.350	2/1/2017	150,000
GRAND TOTAL:					<u>\$ 13,431,424.17</u>

## August 2011

## Wire Transfers

80111	MSDLAF	Internal Revenue Service	596,189.96	July 31, 2011	Federal Payroll Taxes
80111	MSDLAF	State of Minnesota	107,516.01	July 31, 2011	State Payroll Taxes
80111	MSDLAF	Medica	1,915,262.64		Health Insurance
80211	MSDLAF	Peoples' Bank	137,426.39	July 31, 2011	Payroll - TSA Deductions
80211	MSDLAF	Internal Revenue Service	432.96	July 31, 2011	Payroll - 3rd Party Sick
80311	State of Minnesota	MSDLAF	4,874.57		State Wire Payment
80311	MSDLAF	State of Minnesota	3,159.90	July 31, 2011	Payroll - Child Support
80311	MSDLAF	State of Minnesota	1,381.25	July 31, 2011	Payroll - Levies
80411	State of Minnesota	MSDLAF	17,557.37		State Wire Payment
80411	MSDLAF	Delta Dental	26,738.06		Dental Insurance
81011	MSDLAF	TRA	235,085.14	July 31, 2011	Payroll - TRA
81011	MSDLAF	PERA	86,077.58	July 31, 2011	Payroll - PERA
81011	MSDLAF	Delta Dental	22,267.36		Dental Insurance
81111	State of Minnesota	MSDLAF	203,296.82		State Wire Payment - Federal
81111	MSDLAF	State of Minnesota	802.00		Sales Tax
81511	State of Minnesota	MSDLAF	7,547,476.16	August 15, 2011	State Aid Payment
81611	MSDLAF	Internal Revenue Service	577,545.93	August 15, 2011	Federal Payroll Taxes
81611	MSDLAF	State of Minnesota	105,069.92	August 15, 2011	State Payroll Taxes
81711	State of Minnesota	MSDLAF	3,150.00		State Wire Payment -
81711	State of Minnesota	MSDLAF	5,772.04		State Wire Payment
81711	MSDLAF	Delta Dental	22,974.23		Dental Insurance
81711	MSDLAF	Peoples' Bank	198,787.62	August 15, 2011	Payroll - TSA Deductions
81811	State of Minnesota	MSDLAF	18,216.42		State Wire Payment
81811	MSDLAF	State of Minnesota	63,251.40	August 15, 2011	Payroll - Retirees
81811	MSDLAF	State of Minnesota	2,485.90	August 15, 2011	Payroll - Child Support
81811	MSDLAF	State of Minnesota	879.65	August 15, 2011	Payroll - Levies
81811	MSDLAF	Pitney Bowes	5,000.00		Mailroom Postage
81911	State of Minnesota	MSDLAF	63,802.61		State Wire Payment
82411	MSDLAF	Delta Dental	21,489.19		Dental Insurance
82511	State of Minnesota	MSDLAF	459,485.60		State Wire Payment
82511	MSDLAF	TRA	237,185.18	August 15, 2011	Payroll - TRA
82611	MSDLAF	PERA	85,868.95	August 15, 2011	Payroll - PERA
83011	State of Minnesota	MSDLAF	9,113,260.56	August 30, 2011	State Aid Payment
83111	State of Minnesota	MSDLAF	5,547.32		State Wire Payment
83111	MSDLAF	Delta Dental	18,919.36		Dental Insurance

# Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
3	100511		\$24,000.00	08/18/11	03178	1	AQUA LOGIC, INC.
3	100512		\$797.79	08/18/11	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.
3	100513		\$55,577.00	08/18/11	27703	0	DIRECT DIGITAL CONTROLS
3	100514		\$176.12	08/18/11	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
3	100515		\$23,412.65	08/18/11	09046	0	HI TECH REFRIGERATION
3	100516		\$2,118,690.00	08/18/11	26203	0	JORGENSEN CONSTRUCTION, INC.
3	100517		\$46,275.45	08/18/11	27701	0	PARKOS CONSTRUCTION COMPANY INC.
<b>Check Count</b>	<b>7</b>	<b>Grand Total</b>	<b>\$2,268,929.01</b>				

# Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1003547		\$18.41	08/10/11	88888	15745	ENGDAHL, ANN MARY
1	1003548		\$369.78	08/10/11	88888	11910	HREHA, KYLE J
1	1003549		\$173.09	08/10/11	88888	12929	NORRIS, ANDREA I
1	1003550		\$205.96	08/11/11	88888	16759	BERRYMAN, ASHLEY A
1	1003551		\$88.99	08/11/11	88888	10290	BRADY, STEVE
1	1003552		\$29.42	08/11/11	88888	14963	BROADY, JOANNE
1	1003553		\$22.20	08/11/11	88888	14360	CECKA, NANETTE
1	1003554		\$29.99	08/11/11	88888	6482	DAHLER, ELOISE J
1	1003555		\$12.49	08/11/11	88888	17123	EISCHENS, LEEANN C
1	1003556		\$581.57	08/11/11	88888	9402	HOLMES, MOLLY
1	1003557		\$75.00	08/11/11	88888	9093	JACKSON, DEBORAH K
1	1003558		\$53.93	08/11/11	88888	4732	JOHNSON, LORI ANN
1	1003559		\$13.99	08/11/11	88888	14479	KIBLER, JEANNE
1	1003560		\$91.08	08/17/11	88888	16318	ANDERSON, SARAH R
1	1003561		\$42.29	08/17/11	88888	8233	BIELECK, DEBORAH D
1	1003562		\$27.95	08/17/11	88888	8980	BURSCH, AUDREY L
1	1003563		\$22.20	08/17/11	88888	14360	CECKA, NANETTE
1	1003564		\$23.99	08/17/11	88888	15482	EILERTSON, JANE ANN
1	1003565		\$4.95	08/17/11	88888	12870	HAMILTON, GARY
1	1003566		\$33.42	08/17/11	88888	14243	LAQUA, NANCY
1	1003567		\$239.20	08/17/11	88888	12023	MCCARTHY, BRIGID M
1	1003568		\$92.69	08/17/11	88888	13692	NIEMIEC, ALICIA
1	1003569		\$89.64	08/17/11	88888	7829	ROCZNIAK, EUGENE A
1	1003570		\$23.00	08/17/11	88888	15668	SAWDEY, ANNE J
1	1003571		\$151.68	08/17/11	88888	4356	SIMON, GLENN D.
1	1003572		\$131.54	08/17/11	88888	14961	SPRY, KARIE
1	1003573		\$63.94	08/17/11	88888	16543	WILLIAMS, ROXANNE J
1	1003574		\$1,210.64	08/24/11	88888	13342	AVISE, KEVIN F
1	1003575		\$101.96	08/24/11	88888	6168	FREDRIKSON, KAYE E
1	1003576		\$85.28	08/24/11	88888	16999	RENKEN, CARISSA M
1	1003577		\$35.00	08/25/11	88888	15549	BECKER, BRENDA S
1	1003578		\$17.60	08/25/11	88888	8980	BURSCH, AUDREY L
1	1003579		\$26.93	08/25/11	88888	16910	DEMING, MARK E
1	1003580		\$84.36	08/25/11	88888	11345	DILLE, BARBARA L
1	1003581		\$19.81	08/25/11	88888	13256	FANDRICH, KARI
1	1003582		\$22.20	08/25/11	88888	7399	GILES, SHARI M THEIS
1	1003583		\$235.88	08/25/11	88888	8309	HENDRIX, EUGENIA M
1	1003584		\$674.00	08/25/11	88888	10291	HOFFER, LARRY J
1	1003585		\$32.64	08/25/11	88888	16071	KING, VERNA D
1	1003586		\$41.45	08/25/11	88888	7836	NANIA, PAULA A
1	1003587		\$132.09	08/25/11	88888	15112	NELSON, TARA A
1	1003588		\$11.55	08/25/11	88888	11739	PARISEAU, MARCIA L

# Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1003589		\$103.79	08/25/11	88888	9670	ROBOLE, VICKI M
1	1003590		\$27.00	08/25/11	88888	15856	TOUSIGNANT, HOLLY
1	1003591		\$75.00	08/25/11	88888	12021	WEINGARTZ, MARY L
1	1003592		\$160.00	08/25/11	88888	16407	WHITAKER, CYNTHIA
1	1003593		\$150.00	08/31/11	88888	8487	ALLEN, TRUDY L
1	1003594		\$170.00	08/31/11	88888	17421	BELDEN, JENNA M
1	1003595		\$400.00	08/31/11	88888	16560	CLEGG, RANDALL B
1	1003596		\$150.00	08/31/11	88888	11355	DUETHMAN, ELIZABETH A
1	1003597		\$18.30	08/31/11	88888	12870	HAMILTON, GARY
1	1003598		\$145.19	08/31/11	88888	16004	JORGENSON, SHANNON E
1	1003599		\$30.47	08/31/11	88888	15581	KEOUGH, SUSAN A
1	1003600		\$32.05	08/31/11	88888	13381	NESVIG, ERIKA
1	1003601		\$37.68	08/31/11	88888	13879	REISINGER, TONETTE A
1	1003602		\$78.00	08/31/11	88888	12866	SCHMIDT, DAWN
1	1003603		\$7.00	08/31/11	88888	7888	SHERIN, JUDITH L
1	1003604		\$219.60	08/31/11	88888	17487	SOVINE, STACEY
1	1003605		\$48.50	09/01/11	88888	17301	IZEA-MARTINEZ, IVETTE
1	1003606		\$385.62	09/01/11	88888	10369	TRUSSELL, JEANNE
1	1003607		\$11.87	09/07/11	88888	8188	ANDERSON, SUZANNE E
1	1003608		\$13.27	09/07/11	88888	8188	ANDERSON, SUZANNE E
1	1003609		\$113.43	09/07/11	88888	8725	BORNE, SUSAN R
1	1003610		\$57.65	09/07/11	88888	7298	BRENNAN, CAROL ANN
1	1003611		\$9.79	09/07/11	88888	7863	CASTLE, KATHERINE
1	1003612		\$314.95	09/07/11	88888	13364	CHRISTIAN, DAVID
1	1003613		\$28.81	09/07/11	88888	8217	DWIRE, MELINDA
1	1003614		\$35.00	09/07/11	88888	11971	GOODING, DIANE
1	1003615		\$35.00	09/07/11	88888	11106	HUBERTY, LORI A
1	1003616		\$115.97	09/07/11	88888	16428	JORDAN, ALLISON A
1	1003617		\$105.53	09/07/11	88888	8088	KONOPA, STACEY
1	1003618		\$116.88	09/07/11	88888	16789	KRONABETTER, JULIE
1	1003619		\$32.64	09/07/11	88888	16071	KING, VERNA D
1	1003620		\$109.97	09/07/11	88888	13290	LINDELL, MICHELLE M
1	1003621		\$103.90	09/07/11	88888	17029	LINDEMAN, ETHAN D
1	1003622		\$149.78	09/07/11	88888	11073	MEYER, CHAD
1	1003623		\$62.85	09/07/11	88888	8627	ORTH, STEVEN D. R.
1	1003624		\$24.01	09/07/11	88888	17562	SAHLI, SCOTT J
1	1003625		\$297.92	09/07/11	88888	4356	SIMON, GLENN D.
1	1003626		\$11.97	09/07/11	88888	6874	STEAD, AMY JO
1	1003627		\$276.22	09/07/11	88888	6851	STEPHES, THOMAS J
1	1003628		\$82.35	09/07/11	88888	8791	SVARE, JANE
1	1003629		\$289.15	09/07/11	88888	13441	TESMER, RUSSELL

# Check Register Report

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1003630		\$32.12	09/07/11	88888	11822	TUSHIE, PATRICIA
<b>Check Count</b>	<b>84</b>	<b>Grand Total</b>	<b>\$10,113.01</b>				

# Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
3	100511		\$24,000.00	08/18/11	03178	1	AQUA LOGIC, INC.
3	100512		\$797.79	08/18/11	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.
3	100513		\$55,577.00	08/18/11	27703	0	DIRECT DIGITAL CONTROLS
3	100514		\$176.12	08/18/11	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
3	100515		\$23,412.65	08/18/11	09046	0	HI TECH REFRIGERATION
3	100516		\$2,118,690.00	08/18/11	26203	0	JORGENSEN CONSTRUCTION, INC.
3	100517		\$46,275.45	08/18/11	27701	0	PARKOS CONSTRUCTION COMPANY INC.
3	100518		\$23,634.00	08/25/11	27703	0	DIRECT DIGITAL CONTROLS
3	100519		\$20,496.00	08/25/11	02082	1	FRIEDGES DRYWALL, INC.
3	100520		\$79,610.00	08/25/11	27721	0	LINDSTROM ENVIRONMENTAL, INC.
3	100521		\$28,132.00	08/25/11	21164	0	W.V. NELSON CONSTRUCTION CORPORATION
<b>Check Count</b>	<b>11</b>	<b>Grand Total</b>	<b>\$2,420,801.01</b>				

TO: Members, Board of Education Agenda II.B.5  
September 15, 2011  
FROM: Randy Clegg, Superintendent  
DATE: September 9, 2011  
RE: Special Board Meeting

**Recommendation:** That the Board of Education schedule a Special Board Meeting for Friday, September 30, 2011 at 7:30 a.m. at the Administrative Services Center to certify the proposed tax levy payable in 2012.

To: Randy Clegg, Superintendent of Schools

II.B.6

From: Jon Bonneville, Principal

Date: September 12, 2011

RE: TARGET Grant

It is my recommendation that the School Board of Independent School District #191 accept this grant check in the amount of \$2,000.00 from Target. This grant was written and awarded to Christine Michels, an ELL teacher at Hidden Valley.

The grant funds will be used to purchase books for ELL students to foster a love for reading. These books will be signed out (2-3 at a time) by parents each week. The books provide text in both English and another language so they can be used by all students in the class.

TARGET  
P.O. Box 1296  
Minneapolis, MN 55440-1296

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

TO: Members, Board of Education  
 FROM: Lisa Rider, Executive Director of Business Services  
 DATE: September 15, 2011  
 RE: Proposed First 2011/2012 Revised Budget

Recommendation: That the Board of Education approve the first 2011-2012 Revised Budget providing revenues and expenditures in all funds as follows:

FUND	PROJECTED FUND BALANCE 6/30/11	REVENUE	EXPENDITURES	PROJECTED FUND BALANCE 6/30/12
GENERAL	\$ 12,365,321	\$ 109,012,175	\$ 110,519,116	\$ 10,858,380
FOOD SERVICE	572,350	4,401,423	4,601,423	372,350
COMMUNITY SERVICE	-	5,978,778	5,978,778	-
CAPITAL PROJECTS	19,748,449	100,000	11,770,000	8,078,449
DEBT SERVICE	1,904,985	9,012,132	8,561,306	2,355,811
TRUST & AGENCY FUND	262,938	942,300	967,000	238,238
INTERNAL SERVICE FUND	18,136,921	16,717,410	17,663,400	17,190,931
<b>TOTAL ALL FUNDS</b>	<b>\$ 52,990,964</b>	<b>\$ 146,164,218</b>	<b>\$ 160,061,023</b>	<b>\$ 39,094,159</b>

Since administration's preparation and the Board's approval of the 2011/12 adopted budget on June 16, 2011, significant legislative and grant changes have occurred. These changes are essentially as follows:

1. General education funding formula, on a per pupil basis, was increased by \$50 per pupil unit bringing the formula to \$5,174 per pupil. This formula change has brought approximately \$550,000 of additional revenue to this revised budget. We have not modified enrollment at this time, as it is too soon for this to be assessed. Any necessary modifications to the budget for enrollment we will address in a future budget revision as necessary.
2. Approved Title I, II, and III numbers have been released by the MDE resulting in a net increase of \$535,851 in both revenue and expense.
3. The legislature has continued to fund Compensatory aid and final numbers for districts were released. Our Adopted Budget had assumed no increase in total Compensatory funding over 2010/11 school year. A change in this budget assumption will result in an increase of \$764,910 in both revenue and expenditure budget.

This revised budget will be revised again for additional changes in enrollment, allocations of additional grants funds, more detailed determination of positions, and audited fund balances.

On June 2, 2011 the Board of Education took action to waive the existing Fund Balance Policy DAA calling for Unassigned (Unreserved-Undesignated) fund balance of no less than 8% of general fund expenditures. The waiver allows for Unassigned (Unreserved-Undesignated) fund balance of no less than 6% of general fund expenditures for the 2011/2012 Adopted Budget. This first revised budget for the 2011/2012 school year continues to meet the minimum of 6% requirement. Adopted Budget shows a \$2,060,157 excess of expenditures over revenue. The proposed Revised Budget shows a \$1,506,941 excess of expenditures over revenue, a net improvement to fund balance of \$553,216. This proposed Revised Budget does not reflect the full impact upon the cashflow and financial impact as a result of the aid shift to 60/40. We will include this in future budget revisions as we gain more concrete data on audited prior year financials and the cashflow needs of the district.

### **SUMMARY**

This budget was developed in accordance with direction provided by the Board of Education. All changes reflected in this proposed revised budget are within the General Fund. Please note no changes are recommended at this time for any other funds, they will be addressed as needed in future revisions to the budget. There is potential for significant change as actual enrollment and staffing patterns are recognized. On the whole, however, the proposed revised budget is consistent with earlier projections and communications to the Board and community.

Your questions and comments are invited. I am pleased to recommend adoption of the 2011/2012 first revised budget. Attached is the June 30, 2012 proposed revised budget changes in fund balances for the District's various funds.

ATTACHMENTS: Projected 2011/2012 Fund Balance Summary

**ISD 191 BURNSVILLE - EAGAN - SAVAGE  
2011-2012 FIRST REVISED BUDGET  
CHANGES IN FUND BALANCE**

FUND	PROJECTED FUND BALANCE 6/30/2011	REVENUE	EXPENDITURES	PROJECTED FUND BALANCE 6/30/2012
GENERAL:				
RESERVED FOR:				
SAFE SCHOOLS	\$ 21,064	\$ 374,160	\$ 482,740	\$ - *
GIFTED & TALENTED	-	132,575	469,703	- *
HEALTH & SAFETY	79,137	524,084	567,480	35,741
AREA LEARNING CENTER	613,112	2,167,791	2,167,791	613,112
TOTAL OPERATING CAPITAL	<u>689,883</u>	<u>3,225,361</u>	<u>3,328,405</u>	<u>586,839</u>
RESERVED	1,403,196	6,423,971	7,016,119	1,235,692
UNRESERVED- DESIGNATED FOR:				
SEVERANCE PAY	-	-	-	-
PRO PAY	900,968	2,616,309	2,616,309	900,968
INTEGRATION	154,489	1,406,756	1,406,756	154,489
PROGRAM CARRY-OVER	<u>1,292,600</u>	<u>-</u>	<u>-</u>	<u>1,292,600</u>
UNRESERVED- DESIGNATED	2,348,057	4,023,065	4,023,065	2,348,057
UNRESERVED- UNDESIGNATED	<u>8,614,068</u>	<u>98,565,139</u>	<u>99,479,932</u>	<u>7,274,631</u>
UNRESERVED- TOTAL	<u>10,962,125</u>	<u>102,588,204</u>	<u>103,502,997</u>	<u>9,622,688</u>
TOTAL GENERAL FUND	<u>\$ 12,365,321</u>	<u>\$ 109,012,175</u>	<u>\$ 110,519,116</u>	<u>\$ 10,858,380</u>
FOOD SERVICE TOTAL	\$ 572,350	\$ 4,401,423	\$ 4,601,423	\$ 372,350
COMMUNITY SERVICE:				
RESERVED FOR:				
COM ED	\$ 36,681	\$ 4,842,994	\$ 4,685,024	\$ 194,651
ECFE	17,156	294,876	500,904	(188,872)
SCHOOL READINESS	9,953	118,322	113,126	15,149
ABE	<u>30,546</u>	<u>560,181</u>	<u>553,371</u>	<u>37,356</u>
RESERVED	\$ 94,336	\$ 5,816,373	\$ 5,852,425	\$ 58,284
UNRESERVED	<u>(94,336)</u>	<u>162,405</u>	<u>126,353</u>	<u>(58,284)</u>
COMMUNITY SERVICE TOTAL	\$ -	\$ 5,978,778	\$ 5,978,778	\$ -
CAPITAL PROJECTS				
RESERVED FOR:				
ALTERNATIVE FACILITIES	\$ 19,748,449	\$ 100,000	\$ 11,770,000	\$ 8,078,449
CAPITAL PROJECTS TOTAL	<u>\$ 19,748,449</u>	<u>\$ 100,000</u>	<u>\$ 11,770,000</u>	<u>\$ 8,078,449</u>
DEBT SERVICE				
UNRESERVED FD 07	\$ 1,449,818	\$ 7,349,812	\$ 6,982,906	\$ 1,816,724
UNRESERVED FD 47	<u>455,167</u>	<u>1,662,320</u>	<u>1,578,400</u>	<u>539,087</u>
DEBT SERVICE TOTAL	\$ 1,904,985	\$ 9,012,132	\$ 8,561,306	\$ 2,355,811
TRUST & AGENCY FUND TOTAL	\$ 262,938	\$ 942,300	\$ 967,000	\$ 238,238
INTERNAL SERVICE FUND TOTAL	<u>\$ 18,136,921</u>	<u>\$ 16,717,410</u>	<u>\$ 17,663,400</u>	<u>\$ 17,190,931</u>
TOTAL ALL FUNDS	<u><u>\$ 52,990,964</u></u>	<u><u>\$ 146,164,218</u></u>	<u><u>\$ 160,061,023</u></u>	<u><u>\$ 39,094,159</u></u>

\* Negative reserved fund balance reported as a component of Unreserved- Undesignated.



To: Members, Board of Education  
Randy Clegg, Superintendent

Agenda Item IV.A  
September 16, 2011

From: Chris Lindholm, Assistant Superintendent

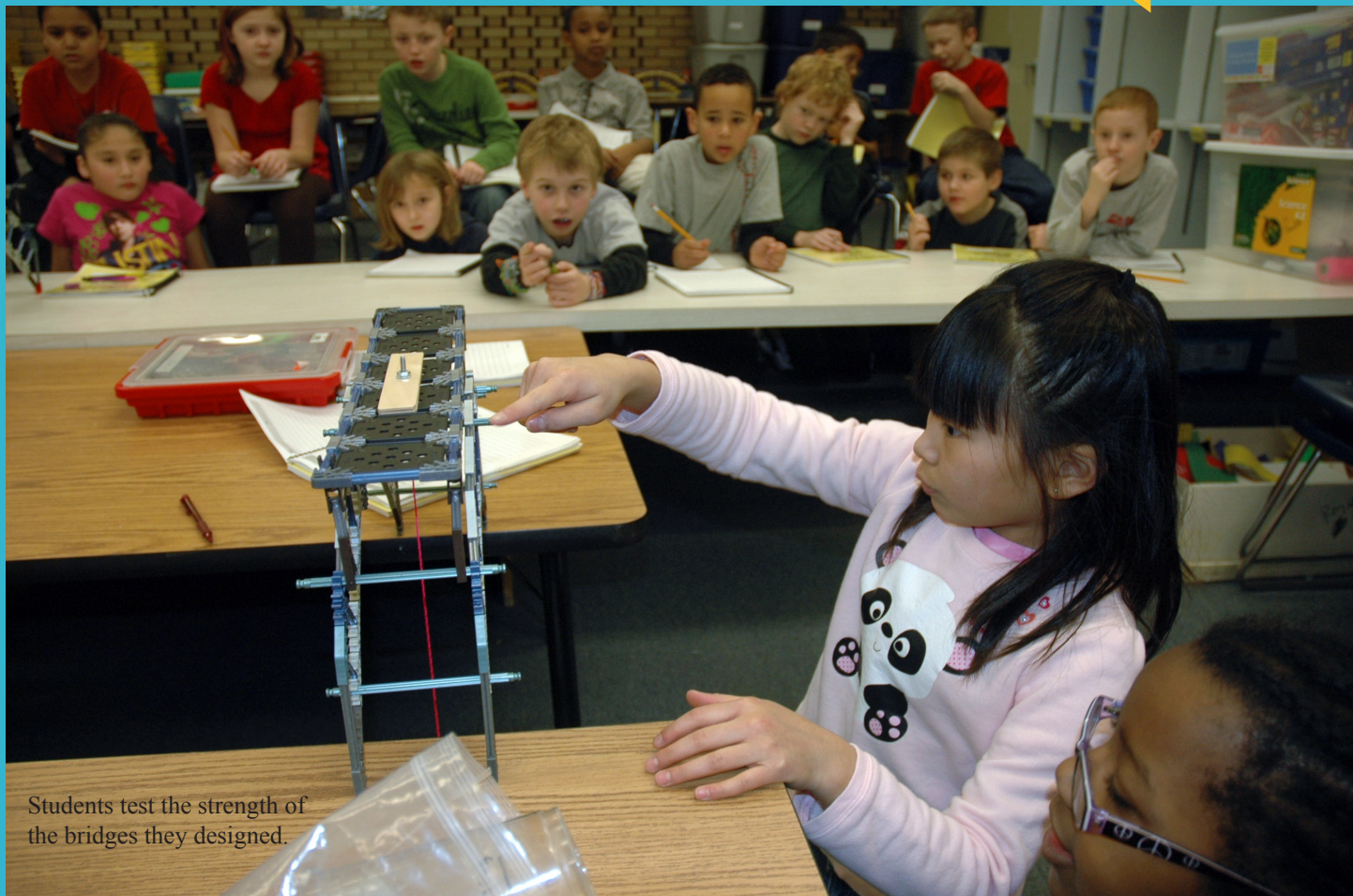
Date: September 15, 2011

RE: Annual Report on Curriculum, Instruction and Student Achievement

**RECOMMENDATION:** That the Board of Education approve the 2010-2011 Annual Report on Curriculum, Instruction, and Student Achievement.

As required in Minnesota Statute, districts are required to publish a summary of an annual report on curriculum, instruction and student achievement. This report needs to be approved by the Board of Education by October 1 of each year. The report will again be posted on the ISD 191 website as has been done in recent years.

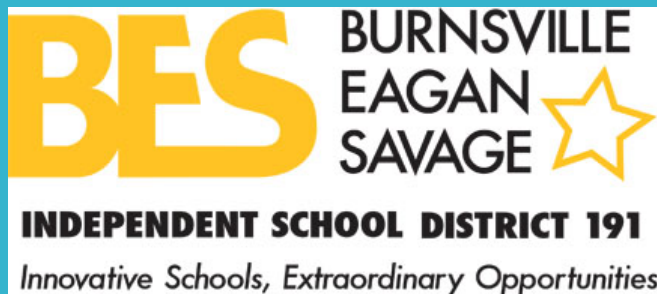
# Annual Report on Curriculum, Instruction & Student Achievement



Students test the strength of the bridges they designed.

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## Getting students<sup>34</sup> ready for college

The AVID college readiness program at Nicollet Junior High prepares students for rigorous coursework and bright futures that includes colleges and universities.

## Curriculum Committee



### Committee involves community in improving academic performance

The Student Achievement and Systems Improvement Advisory Council (SASIAC) ensures active community participation in planning and improving instructional programs affecting student achievement.

Members gain knowledge about curriculum, professional development efforts, instructional programs, and assessments of and for learning that are being implemented in classrooms throughout the district.

The Council is composed of parents, students, teachers, administrators, and community members, and to the extent possible, reflects the diversity of the district and its learning sites.

The council's primary roles are to review and receive information about curriculum, instruction and assessment, and to make recommendations to the administration about district-wide educational standards (consistent with the district curriculum goals and outcomes, and state requirements), assessments and program evaluations. Council activities may include the following:

- Reviewing improvement plans for subjects which have undergone program evaluation;
- Reviewing the district's policies related to the Annual Report on Curriculum, Instruction and Student Achievement, and making recommendations to the Board of Education for revisions, if necessary;
- Reviewing the draft of the Annual Report on Curriculum, Instruction and Student Achievement, and recommending its adoption to the Board of Education, and
- Reviewing other curriculum-related issues and programs.

The council will be made up of 11 parents and/or residents, 10 employees, two students, and the district Directors of Curriculum, Instruction, and Student Information and Assessment.

Openings on the council will be advertised in district publications. The council will hold at least three regular meetings each year, from October through May. Meetings will take place from 5 to 6:30 p.m.



## Written, taught and tested curriculum focuses on student achievement

The purpose of District 191's curriculum design is to establish clear, valid and measurable standards that facilitate high achievement for all learners.

Classroom instruction, assessment and response practices are being aligned for successful student achievement. This alignment is essential for raising student achievement to higher levels.

The written curriculum provides teachers with the information they need to prepare lessons. It identifies the most essential skills to be taught to students along with what they are expected to master. District content standards and objectives are derived from a variety of sources including state, national and international standards and assessments.

The curriculum provides students with higher quality instruction at an appropriate level and in conditions that are appropriate to the learning situation. The tested curriculum ensures accountability. It uses multiple measurements

(classroom, district, state and national tests) to assess student achievement and is used to make decisions about what students are learning and how they are learning the content.

District 191 uses a systematic, cyclical process. This process includes planning and creating a curriculum vision for each discipline area, providing for systematic analysis of the schools' programs of study and instructional practice, and implementing and evaluating instructional materials.

The curriculum process is ongoing, but has two major steps: scope and sequence design, and curriculum guide design.

### Scope and Sequence Design

Content and/or grade level committees use standards, assessments, and research to develop the scope and sequence. The scope and sequence outlines the content and skills students need to learn, how teachers will know the students have obtained mastery, and the types of situations in which the instruction should occur.

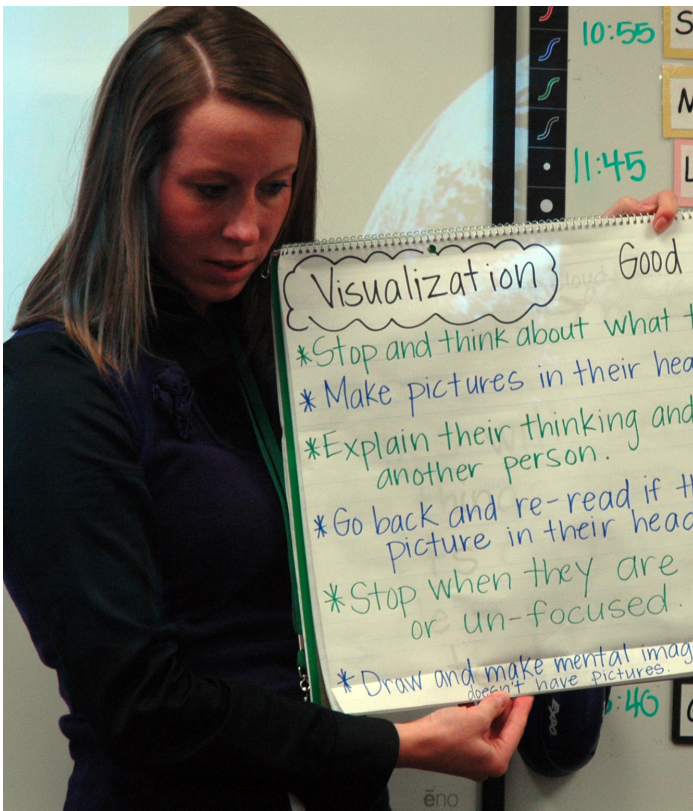
### Curriculum Guide Design

Based on the scope and sequence documents, teachers create units of instruction and pacing guides, create assessment tools that enable them to determine students' specific learning needs, and participate in professional development that is proven to increase student achievement. Part of the curriculum guide design also includes the selection appropriate instructional materials.

### Summary

Improving the learning of all students is the ultimate goal of a quality curriculum management system. By analyzing what changes are needed, setting a clear time line, and clearly defining roles and responsibilities, the climate exists for all students to master essential concepts and skills.

In 2010-12 language arts, science, and mathematics completed scope and sequence design work. In 2011-12, teachers will develop curriculum guides for secondary language arts and science, and K-12 mathematics.





## Students in several grades take required state tests

During the period of April 11 through May 20, 2011, the Minnesota Comprehensive Assessments--Series II (MCA-II) and Series III (MCA-III) were administered to District 191 students in grades 3-8, 10 and 11.

MCA assessments serve as part of the No Child Left Behind accountability framework used in Minnesota as required by State law.

Reading and mathematics tests are used to determine whether schools and districts have made Adequate Yearly Progress (AYP) toward the NCLB goal of all students reaching proficiency by 2014.

Students in grades 3 through 8 were administered the MCA-II reading tests and MCA-III mathematics tests.

Students in grade 10 took the MCA-II/GRAD reading test and students in grade 11 took the MCA-II/GRAD mathematics test. Students in grades 5, 8, and 10 were administered the MCA-II science test.

Due to the State of Minnesota shutdown during the month of July, state test results for the 2010-2011 school year were unavailable at the time of publication. Only the MCA-II science scores and GRAD Writing scores were available from the 2011 test administration. Therefore, only reading and mathematics trend data are covered in this report.

Once test data become public later this fall, they will be posted on the District 191 website at [www.isd191.org](http://www.isd191.org).



*Vista View Elementary had an old-fashioned pep rally for students before they took state tests.*



## State test results not yet available because of shutdown

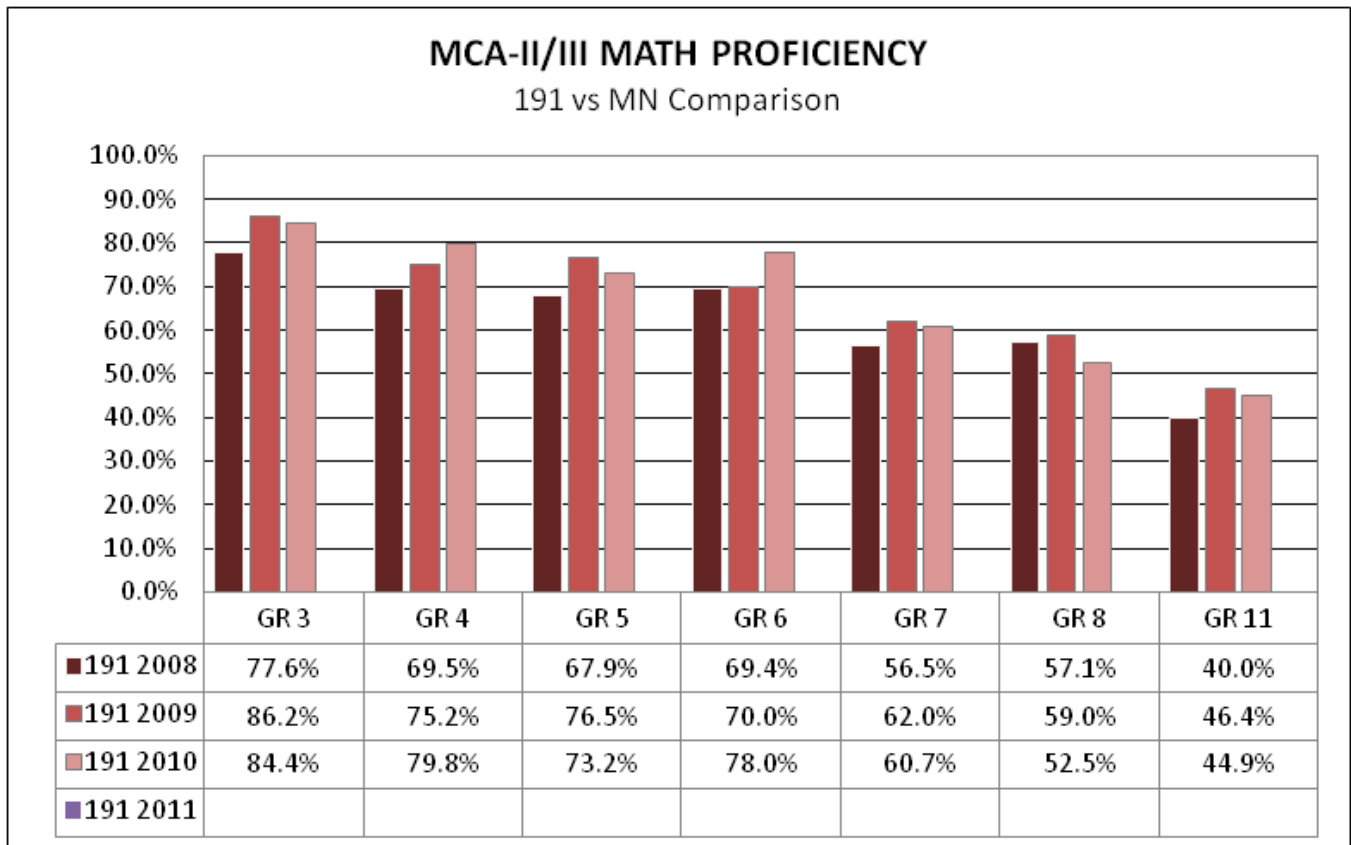
Since final MCA results for math tests are not yet available, trend data will be examined for the purpose of this report.

District 191 student proficiency rates in grades 3 through 11 on average exceed the State by a small margin for test years 2008 through 2010. In most cases, elementary sites increased on average nearly 2% each year.

All junior high sites decreased by nearly 4% on average over the previous year, and remain nearly 5% behind the State average. Both grades 7 and 8 decreased in performance from the previous year; however, this is similar to State trends, most especially grade 8.

High school proficiency levels in 2010 decreased 1.5% from proficiency levels on the 2009 MCA-II. Yet, district high schools exceeded the State performance by nearly 1%.

When MCA final results are available, they will be available on the District 191 website at [www.isd191.org](http://www.isd191.org).





## Most reading scores increase; but junior high scores decline

Since final MCA results for reading tests are not yet available, trend data will be examined for the purpose of this report.

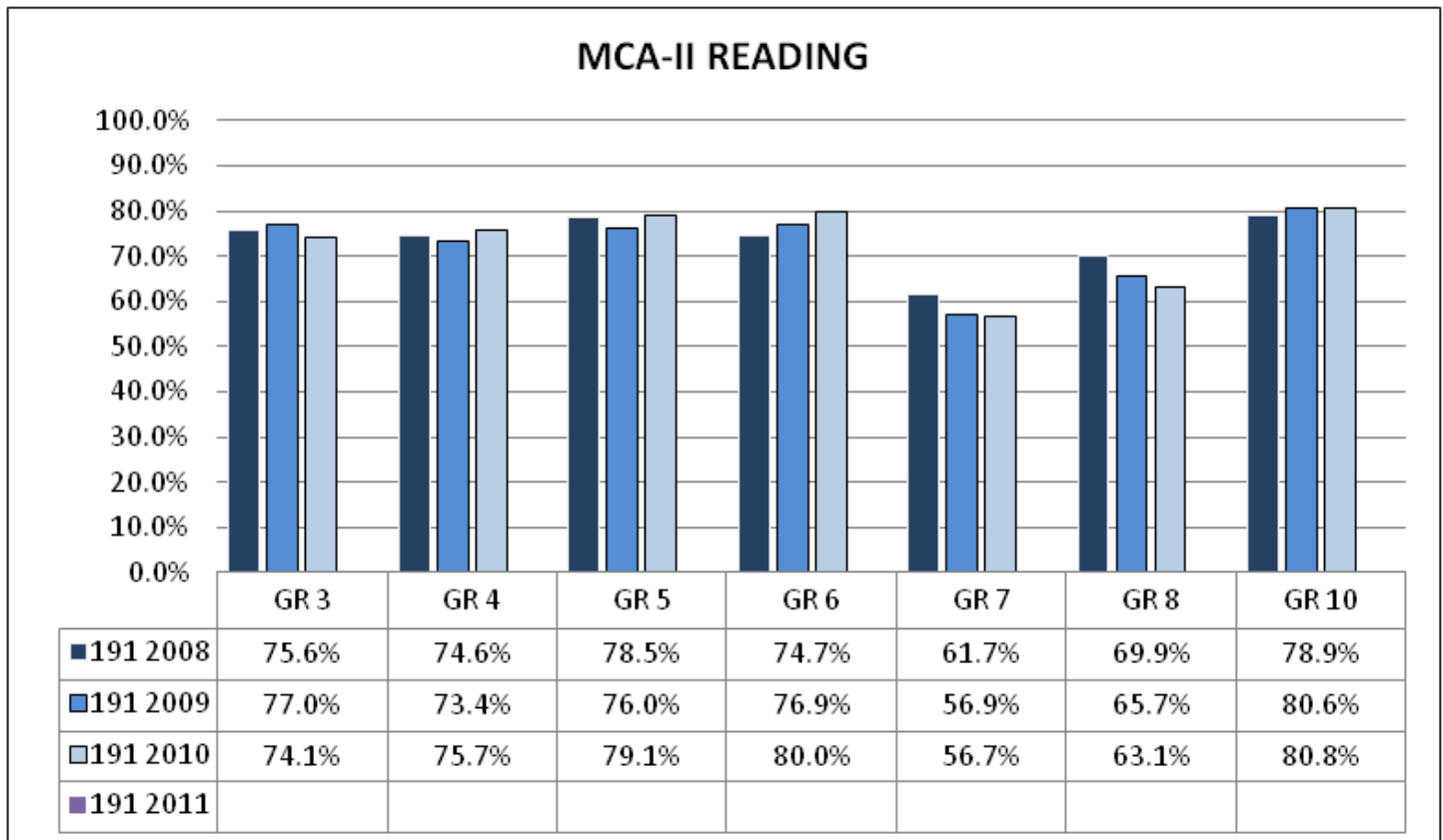
The elementary grades ranged in score proficiency by nearly a 3% decrease to 3% increase over the previous years. Elementary proficiency in comparison to State proficiency ranged from grade 6 scoring approximately 8% above the State to grade 3 at approximately 2% below the State.

All junior high sites decreased by approximately 1% on average over each of the previous years. District junior high proficiency rates remained below the State by as negligible as 1% and as great as 6%.

High school sites increased slightly during test years 2008 through 2010. District high schools exceeded the State

performance during this same period.

When MCA final results are available, they will be available on the District 191 website at [www.isd191.org](http://www.isd191.org).





## Science scores remain close to state averages

District 191 student proficiency rates in grades 5-10 on average remained close to State performance for test year 2011.

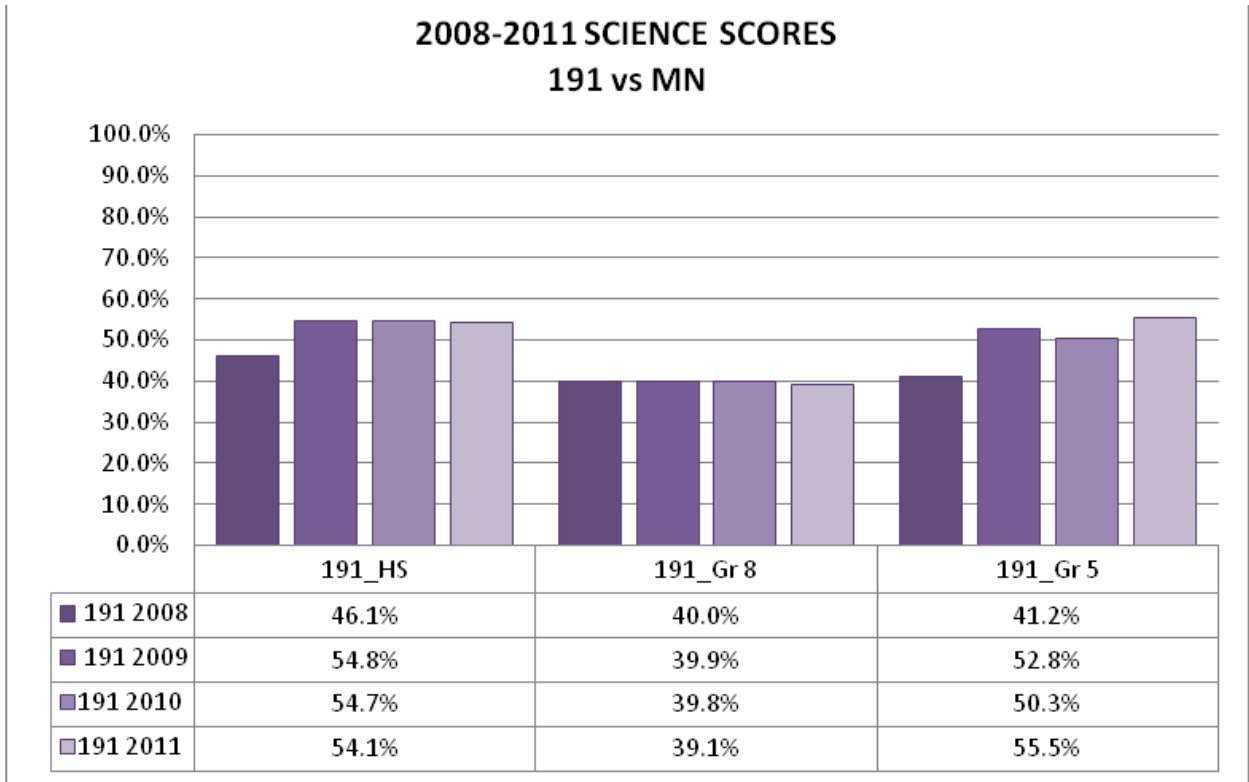
Grade 5 science proficiency rates achieved a 5% increase over the 2010 test year, which is approximately 9% above the State. Grade 8 science proficiency rates continued to decrease, albeit slightly, and were approximately 5% below the State. High school science proficiency rates were nearly identical to the 2010 test year as well as the State proficiency rates.

For the 2011 test year, the achievement gap is beginning to close for students in grades 5 and 8. Subgroup proficiency rates at grade 5 and 8 increased and demonstrated less than 10% difference from the All Student group.

At the high school level, Limited English proficiency rates were approximately 18% below the All Student group, while the Black and Hispanic subgroups were approaching 10% below the All Student group.



**2008-2011 SCIENCE SCORES  
191 vs MN**





## Student performance on GRAD tests shows progress

Each spring students in grades 9-11 take the Minnesota Comprehensive Assessment, Series II (MCA-II)/GRAD tests -- ninth graders in writing, 10th graders in reading and 11th graders in math. These tests serve as part of the No Child Left Behind accountability framework used in Minnesota.

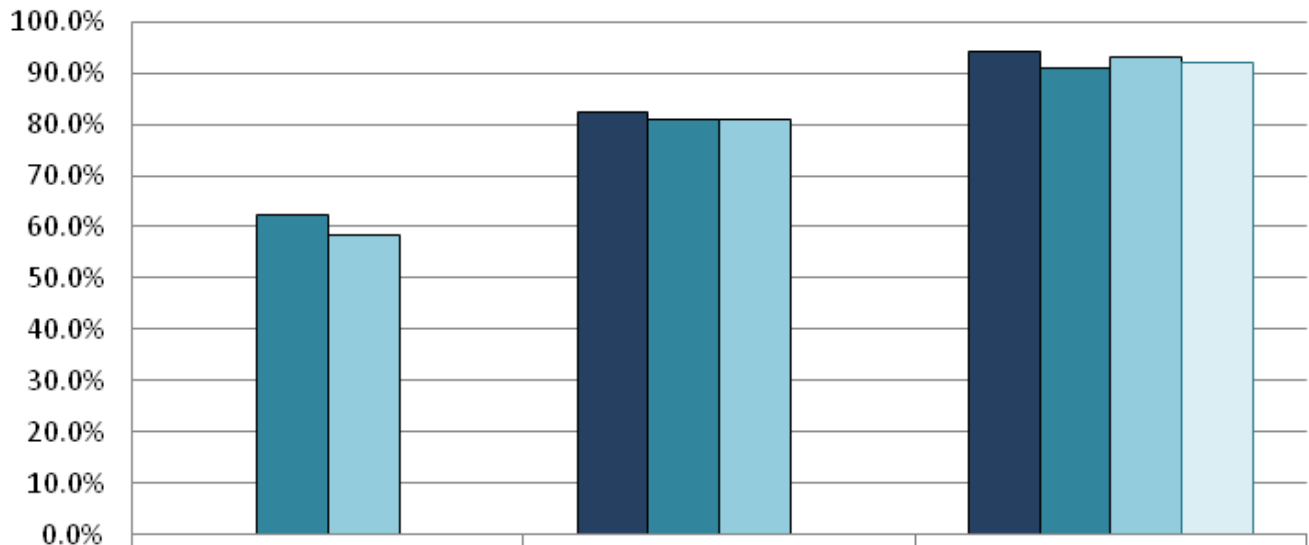
The Graduation-Required Assessments for Diploma (GRAD) are the state tests that fulfill Minnesota's high school graduation requirement and are embedded within the MCA-II. Beginning with the class of 2010, students in Minnesota are required to score proficiently on the GRAD in order to receive a diploma from a public high school.

As with the MCA test scores, final GRAD results for math and reading will be made available later in September on

the District 191 website. Upon examination of trend data, it is clear that 191 students have a tradition of strong performance on the MN GRAD tests at the initial test administration. On the GRAD Reading test, 191 proficiency rates remained above State proficiency rates each of the three test years, 2008-2010. On the GRAD Math test, 191 proficiency rates were above the State proficiency rates each of the two test years, 2009 and 2010.

According to final results for GRAD Writing, 191 proficiency rates exceeded the State by approximately 4%. When examining the GRAD Writing subgroup performance, strong gains were made by the Black, Hispanic, Free/Reduced Lunch and Special Education subgroups. This is further evidence that 191 is narrowing the achievement gap.

### GRAD BY CONTENT AREA



191 2008	0.0%	82.4%	94.3%
191 2009	62.3%	80.9%	91.0%
191 2010	58.3%	80.8%	93.0%
191 2011			92.0%



## MAP tests measure academic growth of students

Measures of Academic Progress (MAP) tests are computer adaptive tests that reflect the instructional level of each student and measure growth over time.

They are aligned to Minnesota State Academic Standards and provide accurate results for teachers to enhance their ability to:

- Monitor academic growth over time
- More accurately place students into instructional programming
- Identify specific skills individual students have solidified
- More accurately make decisions about student groupings
- Make data rich decisions at the classroom, school and system level

Student scores are expressed in terms of RIT scores which stands for Rasch UnIT. The RIT measurement is on an equal-interval scale developed to simplify test score interpretation. It will measure students' academic growth over time; much like a ruler will measure physical growth in feet and inches.

The RIT scores range from approximately 150 to 300. RIT scores allow school districts to follow a student's academic growth from year to year.

District 191 students in grades 1 through 9 take the MAP test in the fall and spring.





## Math scores show growth

Clear growth was demonstrated between the fall and spring test windows.

Primary grade scores remained consistent with national norms or fell below the national norms. Grades 7 and 8 remained above national norms.

With regard to subgroup performance, during the fall MAP assessment window for grades 2-11 all subgroups performed at or above grade level proficiency.

The groups which demonstrated negative growth from fall to spring windows include the Black, Hispanic and Limited English subgroups.

**MAP MATH TRENDS**  
191 versus National Norms

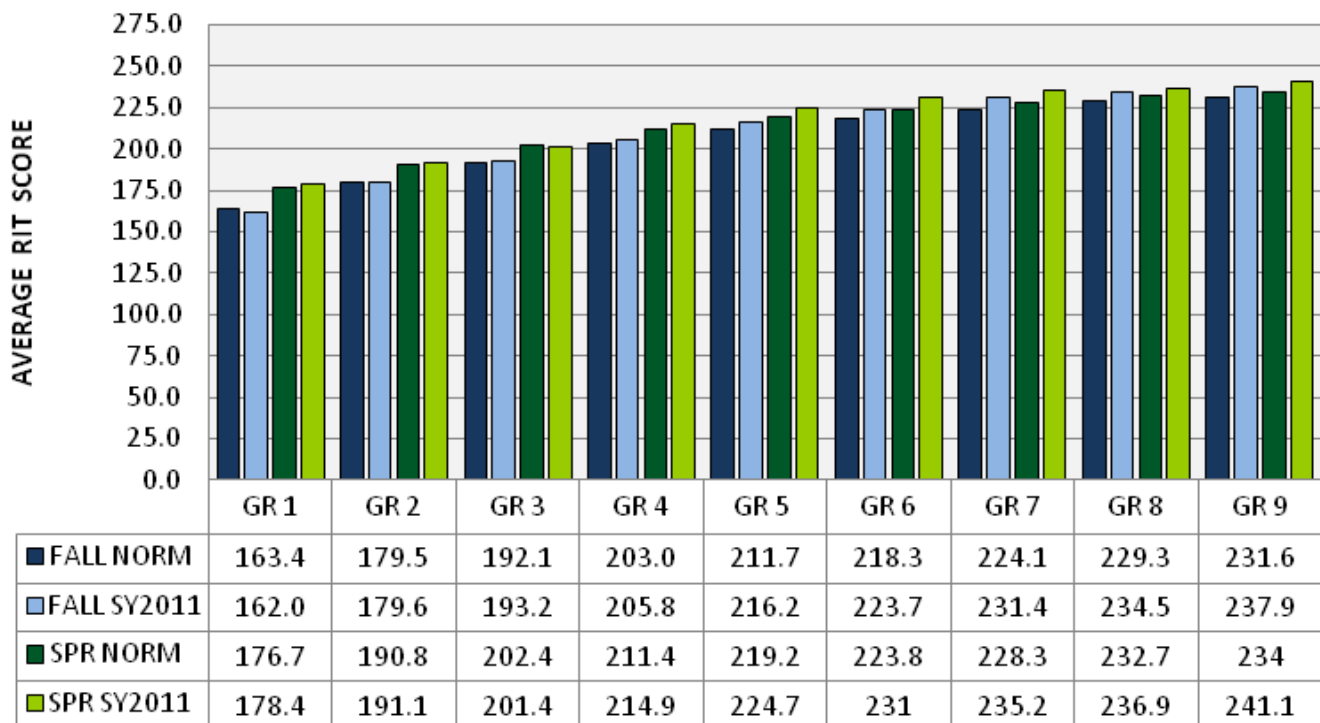




Photo by Olivia Franti

## Reading scores show progress

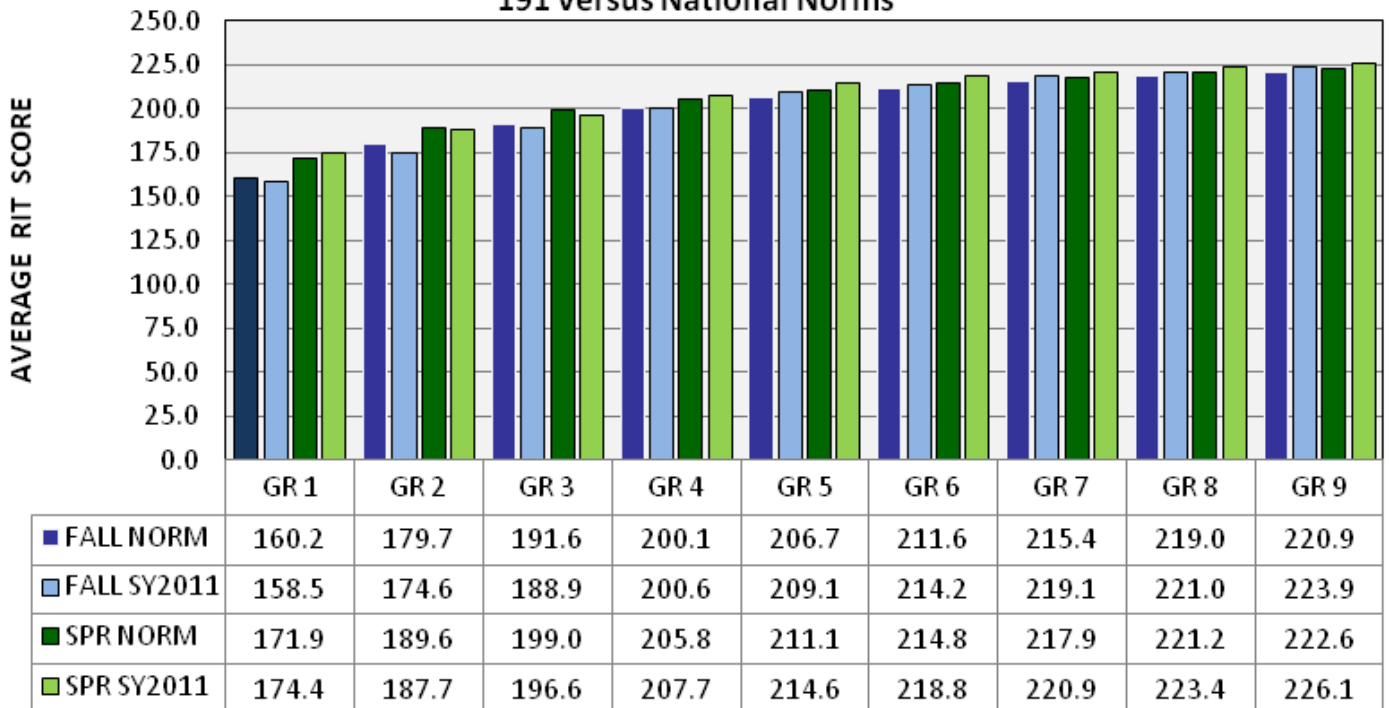
Though grade levels show growth between fall and spring windows, District 191 students fell below national performance norms occurred in the primary grades on both the MAP for Primary and MAP 2-5 instruments.

Conversely, in grades 5-8 District 191 students reliably performed above national norms.

With regard to subgroup performance, during the fall MAP assessment window for grades 2-11 all subgroups performed at or above grade level proficiency.

The group which demonstrated strongest growth between the fall and spring windows was the non-Free/Reduced Lunch subgroup. Those groups demonstrating negative growth from fall to spring windows include the Black, Hispanic and Free/Reduced Lunch subgroups.

**MAP READING TRENDS**  
191 versus National Norms





## BHS students top state average in every subject on ACT

Minnesota students are tops in the nation on the ACT college admissions test and Burnsville High School students are above the state average in every subject area.

With an average composite score of 23.2, BHS students topped the state average of 22.9. The national average was 21.1. A perfect score would be 36.

“These results are an important indication that our students will have continued success as they go to colleges and universities after they leave Burnsville High School,” said Dr. Randy Clegg, superintendent in Burnsville-Eagan-Savage School District 191. “Our goal is prepare all of our students for continued learning after high school whether it’s a four-year college/university, a two-year community college, an apprenticeship program or other specialized training.”

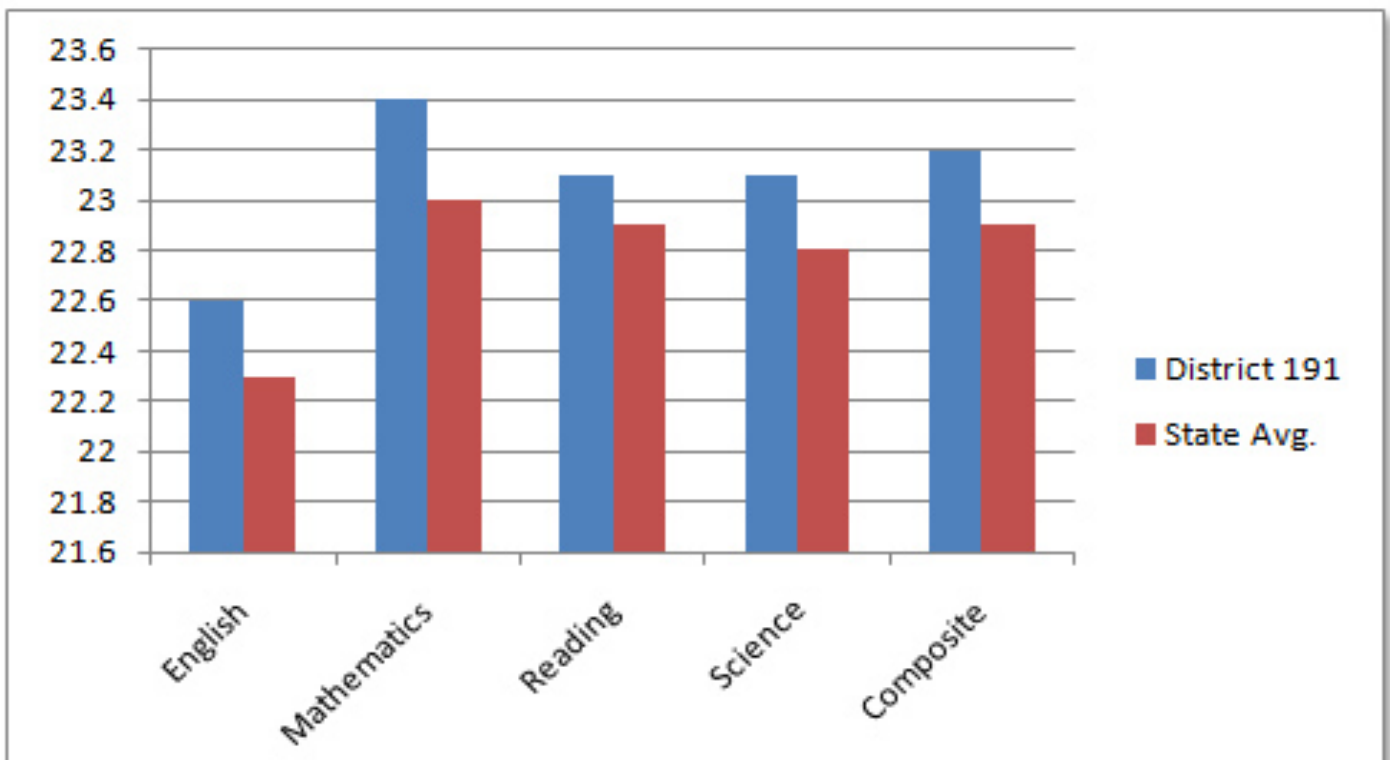
A total of 477 BHS students took the test in 2011 and scored above the state average in English, math, reading

and science.

The ACT Research Department says it is the rigor of the high school coursework that has the greatest impact on ACT performance and college readiness. Students who take more advanced courses substantially increase their scores on the test.

Rigorous college-level courses are offered at Burnsville High School through the Advanced Placement (AP) and the University of Minnesota’s College in the Schools programs. Also an AP Human Geography course is offered at the district’s three junior high schools.

Not only do these courses prepare students for college, but they also allow high school and junior high school students to earn college credits and save thousands of dollars in tuition.





## *Here are some achievements of students during the 2010-11 school year.*

A team of Metcalf Junior High ninth-grade engineering students took top honors in Minnesota in the e-Cybermission competition that focused on alternative energy. Team members include Katherine Carman, Bram Carr, Matthew Klein and Meghan Perron with advisor Sue Borne.

The Hidden Valley Math Masters fifth-grade team placed second overall and the sixth-grade team placed in the top six at the regional competition.

In February, Gideon Pond students participated in a school-wide reading challenge during “I Love to Read” month. Sixth grade students read more than 18,000 pages that month.

Metcalf Junior High was one of the 12 schools in the state to receive a Minnesota Space Grant, allowing seventh-grade engineering students to fly their designed payload to near space in June.

Fifth grader Luke Haddorff of Sioux Trail Elementary tied with two other students for first place in the fifth-grade Fact Drill portion of the state Math Masters competition.

Also in Math Masters, the Harriet Bishop sixth-grade team of Sam Carman, Sam Carlson, Abby Herzog, Maddie Strey and Blake Andert took first place in the entire state. Andert also tied for second in the sixth-grade Fact Drill portion of the competition.

After winning her second straight District 191 spelling bee title, Nicollet Junior High eighth grader Jasmine Lim placed second in the seven-county Twin Cities Metro Area Spelling Bee in March.

Burnsville High School students Amber Funkhouser and Dylan Stoos were among the fewer than one percent of students nationally who are named National Merit Semifinalists.

Sharmila Ahmed received this year’s Athena Award, which is presented annually to the top female athlete at Burnsville

High School. Ahmed was named to the national Junior Olympic Nordic ski team and competed for Team USA in Sweden.

Thirty-four Burnsville High School students were recognized for their scores on Advanced Placement (AP) exams. Cierra Walker, Kristina Hall and Amber Bunnell were named an AP Scholars of Distinction — the highest honor possible — for earning an average score of at least 3.5 on all AP exams taken and scores of 3 or higher on five or more of the exams.

BHS student Sophia Butler advanced to finals and was awarded third place in her division at the Minnesota chapter of the National Association of Teachers of Singing auditions this year. At the same event, Devan Luth and Brenna Sullivan advanced to the semifinals, placing them in the top 15 of their division of approximately 70 singers.

A team of five fifth graders and six sixth graders from Harriet Bishop Elementary School captured the 2010-2011 Minnesota Thinking Cap Quiz Bowl title.

The robotics team at Burnsville High School earned a second grant from NASA. The \$5,000 grant will help support the team and its participation in competitions.

Burnsville High School junior Christopher Phenicie won first place in this year’s “Voice of Democracy” essay contest sponsored by Veterans of Foreign Wars (VFW) Post 5833.

The William Byrne Elementary chess team was champions of the Minnesota Junior High Chess League, the first time an elementary school has done so.

In the Minnesota State Science & Engineering Fair Research Project competition, BHS student Martin Anderson earned a Gold Grand Award Medal, placing him among the top 5 percent of students in the state. He also received a \$2,000 college engineering scholarship and a U.S. Air Force Award. Savannah Lim earned a Bronze Grand Award Medal while Carissa Kloncz and Alex Claseman earned a Minnesota Academy of Science Honorable Mention.



Students in the BHS Public Affairs class received a Star of the North Congressional Award from U.S. Congressman John Kline in recognition of their acts of service in the community.

The cast and crew of Burnsville High School's one-act play "Bodysnatchers" took first place in the highly competitive Section 3AA preliminaries in January.

Burnsville High School senior Amber Boie was among 18 youths from across the nation selected to attend the Safe Schools Advocacy Summit sponsored by GLSEN's (Gay Lesbian Straight Education Network) in Washington, D.C.

Burnsville High School senior Matthew Hardegger was one of five local high school students selected to receive an all-expense-paid trip to Washington, D.C., to participate in the National Rural Electric Association's annual tour.

Burnsville High School students Randy Nagel and Tyler Derrick were the school's top scorers on a technical online exam and qualified to be among the top ten teams in the statewide 2011 Ford/AAA Student Auto Skills competition.

Seven students from Burnsville High School were selected for All-State Band or Choir: Ellen Johnson (All-State Women's Choir); Nick Nelson (All-State Men's Choir); Jien Nee Tai (All-State Mixed Choir); Sean Sullivan (All-State Choir alternate); Chris Neiner (French Horn, Symphonic Band); Kristina Butler (Flute, Symphonic Band) and Alex Claseman (Percussion, Orchestra).

Six Burnsville High School juniors were honored by prestigious colleges, including Harvard and Wellesley, with Junior Book Awards for their outstanding academic accomplishments and school involvement. The students are Alec Bunnell, Nathan Knoblauch, Laura Landgraf, Alexander Odom, Christopher Phenicie, and Brian Zetah.

A team from Sioux Trail Elementary placed first among 35 teams in a 5th grade regional Math Masters competition in April. At the same event, a team from Hidden Valley Elementary School in Savage placed second.

The Burnsville-Lakeville-Farmington Blazing Cats adapted softball team (CI Division) advanced to the state tournament this spring. The team includes 13 students from District 191 schools.

## BHS students head to International Science Fair, again

For the 17th time since 1992, students from Burnsville High School qualified to participate in the Intel International Science and Engineering Fair (ISEF) — the premiere science competition in the world for students in grades 9-12.

They qualified during the 2011 Twin Cities Regional Science and Engineering Fair at the University of Minnesota-Minneapolis last February.

BHS presenters at the ISEF were Martin Anderson with his research entitled, "Specific Impulse of Traditional Black Powder Rocket Engines in the Pyrotechnics Industry," and Redeat Abegaz with "Effects of Benzoyl and Salicylic Acid on Escherichia coli."

Alternates to the ISEF were Thatcher Banh and Sierra Adrian with "Modulation of Phagocytosis by Morphine and Hypoxia" and Christina Sahli with "The Effect of Gender and Senescence on Preference Toward Models that Insinuate Benevolence or Abhorrence."

At the ISEF, top young scientific minds from 60 countries showcase their talent on an international stage, enabling them to submit their work to judging by doctoral level scientists and providing the opportunity to compete for nearly \$4 million in prizes and scholarships.

