



## Regular Meeting Agenda

Diamondhead Education Center  
200 W. Burnsville Parkway  
Burnsville, MN 55337  
August 1, 2013  
6:30 PM

### I. Call to Order

- A. Welcome Public
- B. Pledge of Allegiance

### II. Business Meeting

- A. Approve the 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. Minutes of the June 20, 2013, Board Meeting; June 20, 2013, Closed Session; and July 22, 2013, Special Board Meeting.                     | 2  |
| 2. Human Resources   | 9  |
| 3. Donations   | 12 |
| 4. Approve Intermediate School District 917's Health and Safety  | 20 |
| 5. Approve Extended Field Trip for Harriet Bishop Elementary Sixth Grade Students to go to Eagle Bluff Learning Center, September 9-11, 2013 | 25 |
| 6. Approve Scheduling a Board Retreat on Monday, August 19, 2013   | 26 |

### III. New Business

### IV. Reports

- A. Superintendent
- B. Board Members

### V. Adjourn

---

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.

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
June 20, 2013

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

Call to Order

Members present: Directors VandenBoom, Luth, Hill, Currier, Alt and Chair Sweep. Others in attendance were administrators and staff.

Attendance

Members absent: Director Schmid and Superintendent Clegg.

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

Pledge of Allegiance

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

Agenda

Moved by Luth, seconded by VandenBoom, to approve the consent agenda with item 12 being moved to New Business for separate discussion as requested by Luth.

Consent

- Minutes of June 6, 2013, board meeting
- Personnel changes for C. Amoroso, R. Nelson, J. Ambuehl, A. Anderson, M. Bien, J. Gramentz, M. Henderson, D. Jamison, N. Lindell, K. Reagan, B. Thies, K. Vo, D. Weinberg, A. Abbe, K. Paulsen, A. Dolney, K. Adamson, L. Lake, and V. King
- Donation of \$161.56 from D. Johnson, \$70.00 from R. Henricks, and \$105.00 from J. Walsh to Gideon Pond to enhance learning opportunities for third grade students; \$112.00 from Hidden Valley Family fundraiser, \$100.00 from J. Bartzan, \$96.00 from Vista View raffle, \$20.00 from N. Hernandez, food valued at \$50.00 from Hidden Valley Elementary, \$100.00 from J. Hernandez, and \$350.00 from S. and M. Burkhardt to BrainPower in a Backpack; a 1998 Dodge Avenger from R. Drummer and a 1997 Jeep Cherokee from L. Nichols to Burnsville High School's auto class; \$500.00 from Minnesota Valley Electric Cooperative to the Burnsville High School Hall of Fame fund; \$6,000.00 from D. Hanson, \$1,500.00 from Fairview Ridges Hospital, \$3,000.00 from Burnsville Breakfast Rotary, \$3,000.00 from Burnsville Noon Rotary, \$9,000.00 from Burnsville Lion's Club, \$11,000.00 from Burnsville Education Association Class Acts, \$5,000.00 from District 191 Employees, \$3,000.00 from Kopp Family Foundation, \$3,000.00 from Lifetouch, \$2,000.00 from the family of R. Gutafson, \$8,000.00 from Dakota

Minutes  
Human Resources

Donations

- Electric Association, \$500.00 from Burnsville Association of Educational Assistants, \$750.00 Burnsville Principal's Association, \$500.00 from Burnsville High School Student Council, \$500.00 from Harriet Bishop PTO, \$500.00 from the family of Jenny Sandquist, \$1,000.00 from the family of Lon Hitch, \$500.00 from Marion W. Savage PTO, \$2,000.00 from Mary Lenhardt Memorial, \$1,000.00 from Metcalf PTO, \$500.00 from the family of R. Naffziger, \$1,000.00 from Dakota County Technical College, \$4,000.00 from Burnsville Athletic Club; \$2,500.00 from the Burnsville High School National Honor Society, and \$1,000.00 from Minnesota Valley Electric Cooperative to the Burnsville Senior High School Scholarship Fund; and \$36,814.58 from Gideon Pond PTO to Gideon Pond for services and purchases made through the district.
- May payroll checks numbered 717185-717233, and direct deposit notices numbered 500514-503389, in the net amount of \$3,512,537.56. May & June claims to date represented by checks numbered 424428-425247, 1007459-1007746, and 100806-100814 and wire transfers and adjustments totaling \$8,281,558.40. May receipts of \$9,692,498.94 and investments for the General Fund, 2011 Alt. Facilities, 2012A Alt Facilities, and OPEB of \$66,249,184.89 as of May 31, 2013.
  - The budget analysis for the month ending May 31, 2013
  - Designation of the Sun Thisweek as the official newspaper for the 2013-14 fiscal year per M.S. 123.33; Subdivision 11, and M.S. Chapter 331.
  - The firm of Clifton Larson Allen be contracted to perform the 2012-13 financial audit. Field work and final reporting will occur during the fall of 2013-14 school year.
  - The property, casualty, and liability agent of record agreement with the Kraus-Anderson Insurance Agency for the 2013-14 fiscal years.
  - Corporate Health Services as agent of record for group medical, life, long term disability and dental insurance for the 2013-14 fiscal year.
  - The workers' compensation agent of record agreement with Tim Gallagher of Gallagher Associates, Inc. a division of RJF for the 2013-14 fiscal years.
  - Renewal of the district's membership in the Minnesota School Boards' Association.
  - Renewal of the district's membership in the Minnesota State High School League and the 2013-2014 resolution for membership in the Minnesota State High School League as presented.
  - Renewal of the District's membership in the Association of Metropolitan School Districts.
  - Release of June and July checks covering district obligations due

Payroll, Claims  
& Receipts

Budget  
Analysis  
Fiscal Year  
Designations

and payable for June and July business.

- Contracts for property, casualty and liability insurance for the 2013-2014 year with: Travelers Group; American International Group; Westchester Fire Insurance Company; Admiral Insurance Company; and Cincinnati Insurance Companies:

	<u>Amount</u>	<u>Insurer</u>
Package Policy	\$188,239	Travelers Group
Real, Personal Property & Extra Expense, Inland Marine Property Deductible \$25,000		
General Liability - \$1,000,000	66,611	Travelers Group
Automobile - \$1,000,000	17,624	Travelers Group
Umbrella - \$4,000,000	17,723	Travelers Group
Crime	6,556	American Int'l
School Leaders Legal Liability	39,059	Westchester
International Package	7,152	Chartis Specialty
Environmental Impairment	5,289	Admiral Ins.
Equipment Breakdown	<u>7,692</u>	Cincinnati
	<u>\$355,945</u>	

Insurance Award

- Change order #1 for the Phase 2 of the 2013-2014 Burnsville High School Deferred Maintenance Project in the amount of \$6,431.00.
- On a second reading basis, Board Policy 414: *Mandated Reporting of Child Neglect or Physical Abuse or Sexual Abuse.*
- Date changes for the Board Agenda Committee and the Policy Review Committee meetings as presented.

Change Order  
Policy 414  
Committees

The new Assistant Superintendent Cindy Amoroso was introduced to the board. Special mention was made of the generous donations. Amended Motion carried (6, 0).

Moved by Sweep, seconded Currier to schedule a board retreat on Wednesday, July 31, 2013, from 8:30 a.m. to 5:00 p.m., at the Oak Ridge Conference Center. Moved by VandenBoom, seconded by Hill, to amend the motion to defer in lieu of alternative dates for the board retreat and the content that was intended for that retreat. Motion to amend the motion carried (6, 0). Amended motion carried (6, 0).

Retreat

Moved by Hill, seconded by VandenBoom, to approve the MDE Q-Comp 2012-13 Report for ISD 191. Motion carried (6, 0).

Q Comp

Moved by Currier, seconded by Luth, to approve the proposed revisions and re-adopt the unchanged language in the 2013-2014 Pro-Pay Plan and Memorandum of Understanding with the Burnsville Education Association. Motion carried (6, 0).

ProPay

Moved by Luth, seconded by VandenBoom, to approve the ISD 191 Principals' Evaluation System to be implemented in 2013-14. Motion carried (6, 0).	Principals' Evaluation
Moved by Hill, seconded by VandenBoom, to approve the commitment of fund balance for fiscal year 2013 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 2013 financial statements. Motion carried (6, 0).	FY2013 Committed Fund Balance
Moved by Luth, seconded by Currier, to adopt the 2013-2014 Adopted Budgets providing all funds revenues of \$151,628,828 and all funds expenditures of \$169,455,199. Motion carried (6, 0).	Adopted Budget 2013-14
Moved by Currier, seconded by Alt, to approve the 10-year alternative facilities plan and authorize administration to make adjustments as needed to complete the annual submission process with the Minnesota Department of Education. Motion carried (6, 0).	10 Year Plan
Moved by VandenBoom, seconded by Hill, to approve the agreement for mental health services with Headway, Inc. for 2013-14 for a total of \$275,000. Motion carried (6, 0).	Headway
Moved by VandenBoom, seconded by Currier, to approve the Annual Application for Health and Safety program as estimated for FY13, FY14 and FY15 by UFARS finance as presented and affirm current Board Policy 803: <i>Health and Safety</i> as it currently exists. Motion carried (6, 0).	Application for Health and Safety
Moved by Currier, seconded by Luth, to award a contract for the purchase of copier and printer paper valued at \$88,635 to CJ Duffey Paper Company. Motion carried (6, 0).	Award Paper Bid
Moved by Luth, seconded by Alt, to adopt of the Terms and Conditions of Employment for Community Education Employees of ISD 191. Motion carried (6, 0).	Community Ed
Chair Sweep recognized and thanked administrative staff including Superintendent Clegg, Assistant Superintendent Lindholm, and Principals Mehdizadeh, Akin, Nelson, and Fecke.	Closing Comments
Moved by VandenBoom, seconded by Luth, to adjourn at 8:39 p.m. to a closed session for discussion of negotiation strategies. Motion carried (6, 0).	Adjourn to Closed Session

---

Bob VandenBoom, clerk

DRAFT

**Closed Session Notes**  
**INDEPENDENT SCHOOL DISTRICT 191**  
**June 20, 2013**

This meeting will be closed as permitted by Minnesota Statutes, section 13D.03 to discuss ISD 191's labor negotiation strategies.

Preliminary

The school board closed session was called to order by Chair Sweep at 8:54 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.

Call to Order

Members present: Directors Luth, Alt, Hill, Currier, VandenBoom and Chair Sweep

Attendance

Members absent: Superintendent Clegg and Director Schmid

Others in Attendance: Lisa Rider, executive director of business services; Stacey Sovine, executive director of human resources; and Jami Kenney, executive assistant.

The following item was discussed:

Agenda

- Negotiation Strategies

The closed session adjourned at 10:06 p.m.

Adjourn

---

Bob VandenBoom, clerk

**Special Board Meeting Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
July 22, 2013**

The special meeting of the Board of Education was called to order by Chair Sweep at 7:00 a.m. at the Administrative Services Center, 100 River Ridge Ct., Burnsville, MN.

Call to Order

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

Attendance

Sweep welcomed the audience and asked Schmid to lead the Pledge of Allegiance.

Pledge

Moved by VandenBoom, seconded by Luth to approve the agenda. Motion carried (7, 0).

Agenda

Moved by Currier, seconded by Schmid to approve the consent agenda. Personnel changes for B. Borer, S. McParland, and E. Nesvig. Motion carried (7, 0).

Consent Agenda

Moved by Hill, seconded by VandenBoom to adjourn at 7:10 a.m. Motion carried (7, 0).

Adjourn

---

Bob VandenBoom, clerk

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

TO: Members, Board of Education  
Joseph Gothard, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: August 1, 2013

RE: Recommended Personnel Changes

**Administrative  
Appointment**

William Derden

-Replacement-Associate Principal, BALC, 8 hours per day, effective 2013/14 school year

**Certified  
Appointment**

Daniel Anderson

-New-Teacher, Tech Ed, MJH, .9 FTE, effective 8/20/13

Anna Bergman

-Replacement-Teacher, Social Studies, 1.0 FTE, BALC, effective 8/20/13

Julie Blake

\*New-Teacher, Grade 3, 1.0 FTE, Rahn, effective 8/20/13

Carrie Brett

-Replacement-Guidance Counselor, NJH, .3 FTE, effective 2013/14 school year

Kathleen Day

-Replacement-Teacher, Transition Program, 1.0 FTE, BEST, effective 8/20/13

Robin Debronsky

\*New-Teacher, SPED Resource, .5 FTE (ERJH) and .5 FTE (MJH), effective 8/26/13

Todd Farrington

-Replacement-Teacher, SPED - Focus Program, BHS, 1.0 FTE, effective 8/20/13

Kayla Gaulke

-Replacement-Guidance Counselor, BHS, 1.0 FTE, effective 8/20/13

Amanda Geuke

-New-Teacher, Assessment and Intervention, 1.0 FTE, GP, effective 8/20/13

Sarah Gleason

-New-Teacher, Title 1, 1.0 FTE, SO, effective 8/20/13

Colin Haakenson

-Replacement-Teacher, LA, 1.0 FTE, ERJH, effective 8/20/13

Julia Jensen

-Replacement-Teacher, Focus Program, .5 FTE, Neill, effective 8/20/13

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 08/01/2013

Amy Lehmkuhl	-Replacement-Teacher, Work Experience, Secondary Cluster, 1.0 FTE, effective 8/20/13	
Lisa Marquardt	-Replacement-Teacher, Title 1, Neill, .8 FTE, effective 8/20/13	10
Kamala Niffenegger	*New-Teacher, Assessment & Intervention, 1.0 FTE, Neill, effective 8/20/13	
Margaret Page	-Replacement-Teacher, ECSE, 1.0 FTE, DEC, effective 8/20/13	
Essia Redig	-Replacement-Teacher, Spanish, 1.0 FTE, ERJH, effective 8/20/13	
Oksana Shaw	*New-Teacher, ESL, .5 FTE (MJH) and .4 FTE (BAHS), effective 8/20/13	
Cassandra Siwarski	-New-Teacher, Assessment and Intervention, MWS, 1.0 FTE, effective 8/20/13	
Megan Stamler	-Replacement-Teacher, SPED, 1.0 FTE, NJH, effective 8/20/13	
Anna Stevens	-Replacement-Teacher, Kindergarten, 1.0 FTE, ST, effective 8/20/13	
Jessica Thomas	-Replacement-Teacher, LA, .8 FTE, MJH, effective 8/20/13	
Stesha Volkart	-New-Teacher, Grade 6, 1.0 FTE, SO, effective 8/20/13	
Susan Webster	-Replacement-Teacher, Grade 3, 1.0 FTE, SO, effective 8/20/13	
Reid Wixson	-Replacement-Teacher, Band/General Music, 1.0 FTE, ERJH/HB, effective 8/20/13	
<b><u>Leave of Absence</u></b>		
Erika Nesvig	-Teacher, requests a 1.0 FTE general leave of absence, effective 2013/14 school year, in order to take another position in the District	
Corbin Orlenko	-Teacher, VV, requests a .5 FTE general leave of absence, working .5 FTE, effective 2013/14 school year	
<b><u>Resignation</u></b>		
Angela Bodurtha	-Teacher, GP, effective 7/7/13	
Karin Boumeester	-Teacher, GP, effective 7/15/13	
Carrie Brett	-Guidance Counselor (currently on leave), requests to resign .7 FTE, effective 13/14 school year	
Scott Doran	-Teacher, BALC, effective 6/7/13	
Hillary Johnson	Teacher, BHS, effective 7/18/13	
Chrisse Olsson	-Teacher, Byrne, effective 7/12/13	

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 08/01/2013

**Retirement**

Susan Borne

-Teacher, MJH, after 22 years in the District, effective 6/7/13

**Classified  
Appointment**

Laurie Hume

-Replacement-SPED Coordinator, West Cluster, 8 hours per day, effective 7/1/13

Brandon Matykiewicz

-Replacement-B-Shift Custodian, 8 hrs/day, DEC, effective 6/26/13

Reginald Woods

-New-EA Level 2 (Math Interventionist), NJH, 6.75 hrs/day, effective 2013/14 school year

**Change in Assignment**

John Anderson

-Assignment changes to Day Custodian, 8 hrs/day, BHS, effective 7/8/13

**Leave of Absence**

Justine Tomlinson

\*MEA, East Cluster, requests an extended leave of absence, effective 8/27/13 - 10/18/13

**Resignation**

Sandra Drenttel

-MEA, ECSE, effective 6/6/13

Nancy Garlock

-Clerical, Welcome Center, effective 8/2/13

Jane Kalal

-2nd Cook, HB, effective 6/6/13

Elizabeth Phenicie

\*2nd Cook, MJH, effective 7/31/13

Trudy Phillips

\*MEA, BHS, effective 8/31/13

**Retirement**

DeAnna Goodwin

-Enrollment Clerk, DEC, after 15 years in the District, effective 7/24/13

Diane Loher

-2nd Cook, MJH, after 18 years in the District, effective 6/7/13

Dennis Weber

-Operations & Maintenance Supervisor, Districtwide, after 32 years in the District, effective 7/31/13

**Community Education**

**Appointment**

Sharon Zelenka

-Replacement-Early Childhood Team Coordinator, 4 hrs/day, DEC, effective 8/19/13

**Resignation**

Patti Paul

-Program Supervisor, Ready to Learn, effective 8/23/13

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 08/01/2013



**TO: Joseph Gothard**  
**FROM: Dave Helke**  
**DATE: July 3, 2013**  
**RE: Donation Agenda II.B.3**

Please accept the donation of a \$74.04 to Burnsville High School presented by:

Debra Anderson  
11513 River Hills Drive  
Burnsville, MN 55337

This check is funded through the Wells Fargo Community Support Campaign in which employees pledges funds to be withheld during their annual Giving Campaign.



## Agenda Item II.B.3

**OFFICE OF INDIVIDUALIZED STUDENT SERVICES**

TO: Joe Gothard, Superintendent of Schools

FROM: Stephanie Corbey, Executive Director

DATE: July 19, 2013

RE: Donation to the Diamondhead Early Childhood Special Education Program

---

I recommend that the School Board of Independent School District 191 accept a donation of a child-size Quickie Zippie Wheelchair for the Diamondhead Early Childhood Special Education Program.

Through this donation from Margaret Hinton and Robert Plantenberg, students will have the use of additional equipment to support their mobility during the school day.

We are grateful to Margaret and Robert (parents of a former student) for this generous donation valued at \$1,500.

C: Jackie Smith, ECSE Supervisor



**INDEPENDENT SCHOOL DISTRICT 191**

*Innovative Schools, Extraordinary Opportunities*

TO: Superintendent Gothard Board of Education Agenda Item II.B.3

FROM: Elaine Mehdizadeh, Rahn Elementary School of Arts & Technology Principal

DATE: June 20, 2013

RE: Donations

Please accept these donations made to Rahn Elementary School of Arts & Technology, totaling an amount of \$44,295.90

Amount	Donor	Explanation
\$1500.00	American Veterans Post 1 1323 Sibley Memorial Highway Mendota, Minnesota 55150	6 <sup>th</sup> Grade Camp Sacajawea environmental education experience at Lebanon Hills in Apple Valley
\$200.00	Eagan Rotary P.O. Box 21543 Eagan, MN 55121	Funds donated to Rahn Elementary in honor of our Teacher of the Year, Keri Peterson
\$800.20	Rahn Staff and Families Celebration Book Donations	Rahn staff and families donate books to our media center every year in honor of student or staff celebrations. Thanks go to Jill Copp, our media educational assistant, and Amy Murphy, Rahn parent volunteer, for their leadership in making this a successful program at Rahn.
\$30,326.70	Rahn PTO 4424 Sandstone Dr. Eagan, MN 55122  Target Corporation donated \$9,567.73 of these funds and PTO	We are fortunate to have a supportive PTO that provides funding for many excellent learning opportunities for our students. These funds cover various educational programs and materials. Our PTO is helping to fund replacement of media center chairs and tables that have been in the building since it opened in 1969. In addition, funds will be used to

	saved them for the Rahn TV3 News studio.	update the electronic equipment in the Rahn TV3 News studio. The new equipment will help us to access the VBrick system in the future. Target Corporation is the original source for \$9,567.73 of these funds to support Rahn TV3 News.
\$942.00	Rahn PTO 4424 Sandstone Drive Eagan, MN 55122	These funds support scholarships for students to attend field trips. We are so appreciative of our PTO's support of field trips as an important learning opportunity for our students. Many of our students would not have these experiences if not for the scholarships funded by the Rahn PTO. I highly commend and deeply appreciate our PTO for their tremendous support of students and staff at Rahn!!!!
\$5,500.00	Office Max	Office Max donated \$1,000.00 to recognize Ann Marie Gambucci for her outstanding teaching as the honoree of their A Day Made Better award. The Edina Office Max donated \$2,500.00 in student and teacher supplies. Office Max also donated shelving and supplies for teacher and students valued at \$2,000.00. We are extremely grateful for the generosity of Office Max and Joan Voeller, Office Max District Manager, for her outstanding support of teaching and learning at Rahn.
\$5,027	Rahn Read-A-Thon - Rahn families, students and staff	We are proud of our Rahn students who raised \$5,027.00 during our Rahn Read-A-Thon this year. These funds will be used toward the purchase of new media center furniture. Congratulations to our children who had fun reading and enjoyed the activities related to this event! Our theme this year was Super Heroes, and every student demonstrated super reading skills to earn pledges for the Read-A-Thon. Aran Hartl, second grade teacher, leads this event.

These donations are essential to provide learning experiences and materials for our students that enrich and enhance the programs available through our district and school. We greatly appreciate the support of these individuals and groups. We are fortunate to have a tremendous partnership with our PTO and other organizations in our community.



**TO: Joseph Gothard**  
**FROM: Dave Helke**  
**DATE: July 3, 2013**  
**RE: Donation Agenda II.B.3**

Please accept the donation of a \$18.84 to Burnsville High School presented by:

Nisa Rian  
13808 Yosemite Ave.  
South Savage, MN 55378

This check is funded through the Wells Fargo Community Support Campaign in which employees pledges funds to be withheld during their annual Giving Campaign.




**TO: Joseph Gothard**  
**FROM: Dave Helke**  
**DATE: July 3, 2013**  
**RE: Donation Agenda II.B.3**

Please accept the donation of a \$250.00 to Burnsville High School presented by:

Laurie Blexrud  
6081 North Ridge Drive  
Savage, MN 55338

This check is funded through the Wells Fargo Community Support Campaign in which employees pledges funds to be withheld during their annual Giving Campaign.

✓To: Joe Gothard  
From: Rob Nelson   
CC: Rose Herrmann (Code – 01-491-203-000-401-007)  
Date: June 25, 2013  
Memo: Express Scripts Foundation Matching Gifts & Grants Programs

I am pleased to inform you that Harriet Bishop Elementary School has received an Express Scripts Foundation Matching Gift in the amount of \$200.00. I recommend that the School Board accept this charitable match.


Express Scripts Foundation  
Matching Gifts & Grants Programs  
P.O. Box 8808  
Princeton, NJ 08543-8808

RN/jh

**Harriet Bishop  
Elementary School**

Agenda Item II.B.3

# Memo

**To:** Superintendent Joe Gothard  
**From:** Rob Nelson   
**Date:** June 28, 2013  
**Re:** Donation

---

Please accept the attached donation in the amount of \$16,954.14 from the Harriet Bishop Elementary PTO. Their strong support is vital to our school and very much appreciated!

The money will be used for a variety of essential programs and items including: new technology hardware, field trips, transportation, safety patrols, and support services.

Please code the attached check 01-491-050-000-096-000



**Agenda II.B.4.  
August 1, 2013**

**To: Members, Board of Education**

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

**Date: August 1, 2013**

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

RECOMMENDATION: That the Board of Education approve the formal resolution authorizing the inclusion of a proportionate share of Intermediate District 917's Health and Safety expenditures in District 191's property tax levy payable in 2014.

State 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 \$22,496. Our prorated share would be \$3,746. Adoption of the resolution attached authorizes the inclusion of the amount in our Health & Safety tax levy payable 2014. I recommend approval.

EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT #191  
(Burnsville)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of School Board of Independent School District No. 191, State of Minnesota, was held on August 1, 2013, at 6:30 p.m., for the purpose, in part, of approving the Intermediate School District No. 917's health and safety program budget and authorizing the inclusion of a proportionate share of Intermediate School District's health and safety projects in the district's application for health and safety revenue.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING INTERMEDIATE SCHOOL DISTRICT  
NO. 917'S HEALTH AND SAFETY PROGRAM BUDGET AND  
AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF  
THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR HEALTH  
AND SAFETY REVENUE**

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

1. The School Board of Intermediate School District 917 has approved a health and safety program budget for its facilities for the 2013-2014 school year in the amount of \$22,496.00. The various components of this program budget are attached as Exhibit A here to and are incorporated herein by reference. Said budget is hereby approved.
2. Minnesota Statutes, Section 123B.57, Subdivision 1, as amended, provides that if an intermediate school district's health and safety budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its health and safety revenue application.
3. The proportionate share of the costs of the intermediate school district's health and safety program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district health and safety program times a formula that weights two components equally between the member districts; total net tax capacity and Adjusted Marginal Cost pupil units. The inclusion of this proportionate share in the district's health and safety revenue

application for fiscal year 2014 is hereby approved, subject to approval by the Commissioner of Education.

- 3. Upon receipt of the proportionate share of health and safety revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and, upon 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.

STATE OF MINNESOTA

COUNTY OF DAKOTA

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Independent School District No. 191, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Intermediate School District No. 917's health and safety program budget and authorizing the inclusion of a proportionate share of the Intermediate School District's health and safety projects in the district's application for health and safety revenue.

WITNESS MY HAND officially as such Clerk this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Clerk  
Independent School District #191

<b>Environmental Health and Safety - Finance Code 352</b>			
Numerous expenditures covered in this area please see attachment # 3 page 12-14 for details on allowable expenditures			
Project #	Object Code	Description	Expenditures
	305	Fees For Services (Hepatitis A & B, Metro service fee, pest control, Clariynet tr;	\$3,000.00
	366	CPR training and mileage reimbursements	\$500.00
	401	Supplies (personal protective equipment disposable gloves,cloths,pads, masks, pest control, chemical storage (20% Secondary & 80% Special ed)	\$10,000.00
	170	IAQ Coordinator	\$4,000.00
	200	benefits	\$596.00
	820	Mgmt asst. prog. And Metro ECSU H&S Memb	\$3,150.00
			<b>\$21,246.00</b>
<b>- Finance Code 358- Asbestos Removal and Encapsulation</b>			
Includes costs related to asbestos removal.			
(see attachment #3 page 16-18 for details on allowable expenditures)			
Project #	Object Code	Description **Not approved by state	Expenditures
	305	Estimated Costs of Asbestos Removal per GES (Groundwater & Environmental Services) during Thompson Heights Demolition in FY09	\$0.00
			\$0.00
		****total project cost is est at \$240,000 will submit full amount for approval but will levy over two fiscal years(FY08 & FY09)	\$0.00
			\$0.00
<b>- Finance Code 366- Indoor Air Quality</b>			
Includes costs related to the development and implementation of the IAQ plan including thoses associated with IAQ coordinator activities.			
(see attachment #3 page 16-18 for details on allowable expenditures)			
Project #	Object Code	Description: **Not approved by state	Expenditures
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Physical Hazard Control - Finance Code 347</b>			
Includes playground safety,swimming pools, bleachers,mechanical & power equipment safety OSHA standards for physical & electrical Hazard (ergonomics not allowed),Food Code Safety (training of staff runs thru Finance Code 352), elevator & lift inspections, Personal protective equipment in industrial, fine arts & science areas and machine guard safety. See enclosed attachment #3 page 10-11 for detailed description of allowable expenditures.			
Project #	Object Code	Description	Expenditures
	305	Elevator inspection	\$0.00
	401	PPE for shop areas	\$1,250.00
	401	Eye wash stations at AEC	\$0.00
			<b>\$1,250.00</b>
<b>Hazardous Substances - Finance Code 349</b>			
Includes wood boilers, fuel tank removal, Hazardous waste management, Lead or copper in water testing, Local exhaust ventilation, & radon detection. See enclosed attachment #3 pages 11-12 for detail on expenditures			
Project #	Object Code	Description	Expenditures
		Hazardous Waste Management in Secondary Shop Areas	\$0.00
		Alliance eye wash station	\$0.00
			<b>\$0.00</b>
<b>Grand Total</b>			<b>\$22,496.00</b>

**Intermediate School District No. 917, MN**  
**Levy by Member District FY13 payable FY14**

Participating Districts (9):

		<u>2012/2013 Taxable Net Tax Capacity</u>						
ISD #	Name	<u>Dakota Co. (19)</u>	<u>Scott Co. (70)</u>	<u>Goodhue Co. (25)</u>	<u>Washington Co. (82)</u>	<u>Hennepin (27)</u>	<u>Combined Total</u>	<u>District %</u>
6	South St. Paul	10,349,182					10,349,182	3.1195%
191	Burnsville	40,055,496	12,718,416				52,773,912	15.9073%
192	Farmington	21,933,036					21,933,036	6.6112%
194	Lakeville	42,606,039	10,650,713				53,256,752	16.0529%
195	Randolph	3,289,988		484,555			3,774,543	1.1377%
197	West St. Paul	48,892,686					48,892,686	14.7374%
199	Inver Grove Heights	21,720,841					21,720,841	6.5472%
200	Hastings	22,675,732		33,289	3,404,026		26,113,047	7.8711%
271	Bloomington		99,154			92,844,961	92,944,115	28.0156%
		211,523,000	23,468,283	517,844	3,404,026	92,844,961	331,758,114	100.00%

Note: The Taxable Net Tax Capacity (TNTC) consists of net tax capacity, less captured tax increment and fiscal disparities contribution.

FY14 Health and Safety \$ 22,496.00

ISD #	Name	<u>AMCPU's est 2013</u> <u>4/10/13</u>	<u>District %</u>	<u>Combined</u> <u>Total TNTC</u>	<u>District %</u>	<u>50/50</u> <u>Blended %</u> <u>Distribution</u>	<u>District's Portion of</u> <u>the Health and</u> <u>Safety Levy</u>
6	South St. Paul	3790.52	6.1515%	10,349,182	3.1195%	4.63%	\$1,042
191	Burnsville	10734.04	17.4199%	52,773,912	15.9073%	16.65%	\$3,746
192	Farmington	7445.87	12.0836%	21,933,036	6.6112%	9.35%	\$2,103
194	Lakeville	12287.13	19.9403%	53,256,752	16.0529%	18.00%	\$4,050
195	Randolph	663.31	1.0765%	3,774,543	1.1377%	1.11%	\$249
197	West St. Paul	5351.85	8.6853%	48,892,686	14.7374%	11.71%	\$2,635
199	Inver Grove Heights	4389.40	7.1234%	21,720,841	6.5472%	6.84%	\$1,538
200	Hastings	5338.76	8.6641%	26,113,047	7.8711%	8.27%	\$1,860
271	Bloomington	11618.58	18.8554%	92944115	28.0156%	23.44%	\$5,273
		61619.46	100.00%	331758114.00	100.00%	100.00%	\$22,496



**Agenda II.B.5.  
August 1, 2013**

**To: Members, Board of Education**

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

**Date: August 1, 2013**

**Re: Extended Field Trip – Harriet Bishop Elementary**

RECOMMENDATION: That the Board of Education approve the extended field trip proposal submitted by Harriet Bishop Elementary School for sixth grade students to go to Eagle Bluff Environmental Learning Center September 9-11, 2013 and that the 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 IICA in all other respects. Background checks of all volunteers are expected to be completed the first week in September. We believe it is a worthy of your support and recommend action accordingly.

Cc: Erika Nesvig



BURNSVILLE  
EAGAN  
SAVAGE   
DISTRICT 191

Board of Education

---

**TO:** Members, Board of Education  
Agenda II.B.6  
August 1, 2013

**FROM:** Chair Sweep

**DATE:** August 1, 2013

**RE:** Schedule Board Retreat

**Recommendation:** That the Board of Education approve scheduling a Board Retreat on Monday, August 19, 2013, from 8:30 a.m. to 4:00 p.m., at the Oak Ridge Conference Center (One Oak Ridge Drive, Chaska, MN).