



Future Ready. Community Strong.

Regular Meeting Agenda

Diamondhead Education Center

June 11, 2020

6:30 PM

The meeting will take place via teleconference or other electronic means pursuant to Minnesota Statute 13.D.021. Please visit our website at www.isd191.org for viewing details.

- I. Call to Order
 - A. Welcome
 - B. Pledge of Allegiance
- II. Approval of Agenda
- III. Information
 - A. Foundation 191 Grant Recipients
 - Robbie Bunnell, Foundation 191 President
 - B. Report about the Superintendent's Evaluation
 - Eric Miller, Director
 - C. Report about the One91 COVID-19 Journey
 - Dr. Theresa Battle, Superintendent , Administrators, and Staff
 - D. Report about Proposed Adopted FY21 Budget
 - Lisa Rider, Executive Director of Business Services
 - E. Report about Student Board Representative Responsibilities
 - Dr. Theresa Battle, Superintendent
 - F. Superintendent Report
 - G. Board Member Reports
- IV. Business Meeting
 - A. Consent Agenda
 - 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. Approve Minutes
 - 2. Approve Personnel Recommendations
 - 3. Fiscal Year Designations, Appointments and Memberships
 - 1. Appointment of Agent of Record-Property Liability Insurance
 - 2. Appointment of Agent of Record-Employee Benefits
 - 3. Appointment of Agent of Record-Workers' Compensation
 - 4. Membership in Minnesota School Boards Association
 - 5. Membership in Minnesota State High School League
 - 6. Membership in Association of Metropolitan School Districts
 - 7. Appoint Identified Official with Authority
 - B. New Business
 - 1. Approve Headway Contract for 2020-2021

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.

Stephanie White, Director of Student Support Services

2. Adopt a Resolution Approving Intermediate District No. 917's Long-Term Facility Maintenance Program Budget

Lisa Rider, Executive Director of Business Services

3. Approve the Long-Term Facilities Maintenance Program Application and Budget

Lisa Rider, Executive Director of Business Services

V. Adjourn to a Workshop

A. Review Proposed Board SMART Goals

Darcy Schatz, Director

B. Discuss FY21 Superintendent Goals

C. Review Superintendent/Board Communication Document



**Agenda III.A.
June 11, 2020**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Robbie Bunnell, Foundation 191 President

Date: June 4, 2020

Re: Report about Foundation 191 Grant Recipients

Receive a report about the Foundation 191 Grant Recipients from Robbie Bunnell, Foundation 191 President.



**Agenda III.B.
June 11, 2020**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Eric Miller, vice-chair

Date: June 4, 2020

Re: Report about the Superintendent's Evaluation

Receive a report about the Superintendent's Evaluation from Eric Miller, vice-chair.

Superintendent's Evaluation - June 11, 2020
Statement by Board Vice Chair Eric Miller

On May 28th, 2020, the ISD 191 School Board and Supt. Dr. Theresa Battle met in a closed session for her annual review.

The review consisted of two parts: Personal district specific goals for Superintendent Battle and an assessment of the 25 of the many elements outlined in the Minnesota School Boards Association Superintendent Standards.

There were seven personal goals for Superintendent Battle. The Board rated her work as meeting or exceeding expectations for all seven goals. In particular, the Board found Dr. Battle's work to strengthen school-community relationships as a visible leader for the district, her work to align resources toward our strategic direction, and her work to increase her knowledge of MDE financial reporting requirements as exceeding our expectations.

During the 2019-20 school year, her first year with our district, Superintendent Battle successfully led the district through challenges that superintendents might more typically face over the course of a decade. The Board knows that her calm leadership, values-driven decision making and commitment to community engagement were essential for that success.

A more complete summary of the evaluation is available as part of the meeting documents.

Thank you Board members for your work in completing this evaluation, and thank you Dr. Battle for your leadership this year.



**Agenda III.C.
June 11, 2020**

To: Board of Education

From: Dr. Theresa Battle, superintendent; Stephanie White, director of student support services; Bernadette Bien, nurse; Dave Lake, director of operations and transportation; Imina Oftedahl, director of curriculum, instruction and assessment; Rachel Gorton, instructional technology coordinator; Julie Kronabetter, director of food and nutrition services; Tom Umhoefer, director of community education; Stacey Konopa, coordinator; Lisa Rider, executive director of business services and Aaron Tinklenberg, director of communications

Date: June 8, 2020

Re: Report about the One91 COVID-19 Journey

Receive a report about the One91 COVID-19 Journey from Dr. Theresa Battle, superintendent; Stephanie White, director of student support services; Bernadette Bien, nurse; Dave Lake, director of operations and transportation; Imina Oftedahl, director of curriculum, instruction and assessment; Rachel Gorton, instructional technology coordinator; Julie Kronabetter, director of food and nutrition services; Tom Umhoefer, director of community education; Stacey Konopa, coordinator; Lisa Rider, executive director of business services and Aaron Tinklenberg, director of communications.

One91



One91 COVID-19 Journey

June 11, 2020

Overview

- Numbers and Data
- Health and Safety
- Distance Learning and Technology
- Meal Distribution
- Community Education Programs
- Human Resources, Operations and Communication
- Next Steps

Virtual District 191

Continue day-to-day Operations Virtually:

- Lead and Operate with Safety First in Mind
- Continue Instructional Programs and Support Services
- Provide Essential Human Resource and Finance Functions
- Support Board of Education Work
- Implement Curbside and Delivery Meal Distribution
- Provide Childcare

Numbers: Data Review

- 100% of students with Chromebooks
- 100% capacity of families connected to Internet
- 326,808 meals and 144,573 snacks served March 18-June 4, 2020
- 222 children enrolled with avg 81 attending Childcare
- 90% attendance
- Over 800 family and student support tickets
- 280 door-to-door meal deliveries across 70 bus stops
- 570 medications returned to families
- 525 distance care calls to students with underlying health conditions
- 2453 records scanned- Health Department is now paperless!

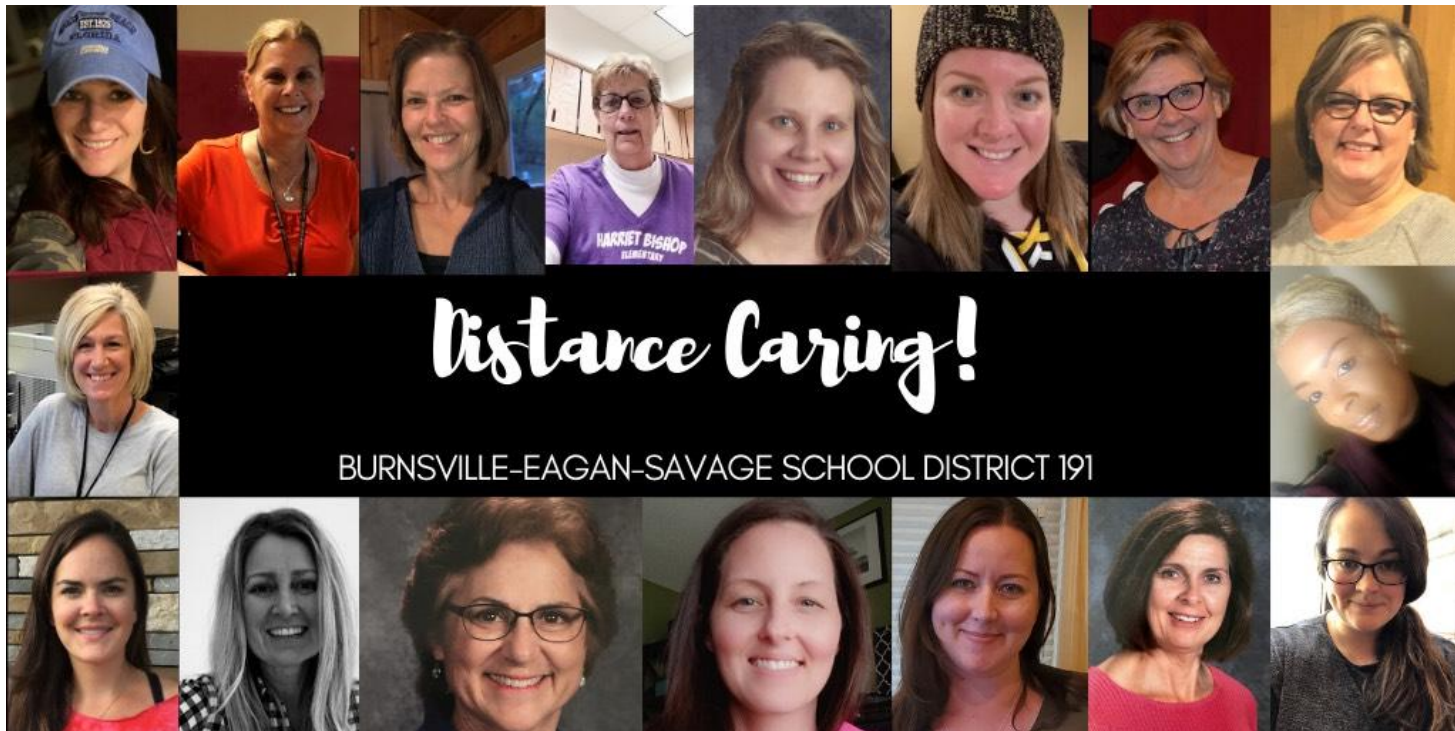
Numbers: Data

- 9,500 BrainPower in a Backpack bags distributed
- 5 locations, 1,269 households served and 61,367 lbs of food distributed through Pantry 191
- 12,000 masks, 24,000 gloves, 20 gallons of hand sanitizer purchased
- 1820 Distance Learning Plans written for students receiving Special Education
- 494 Virtual IEP meeting held (March 31-June 4)
- Implemented Teletherapy through our Speech Clinicians
- 187 participants in a *Virtual PD* on Trauma and Covid (ACES)
- 40 Spanish speaking parents joined in a Virtual Meeting with Dakota County about Covid
- 280 students received material deliveries over an 8 week period

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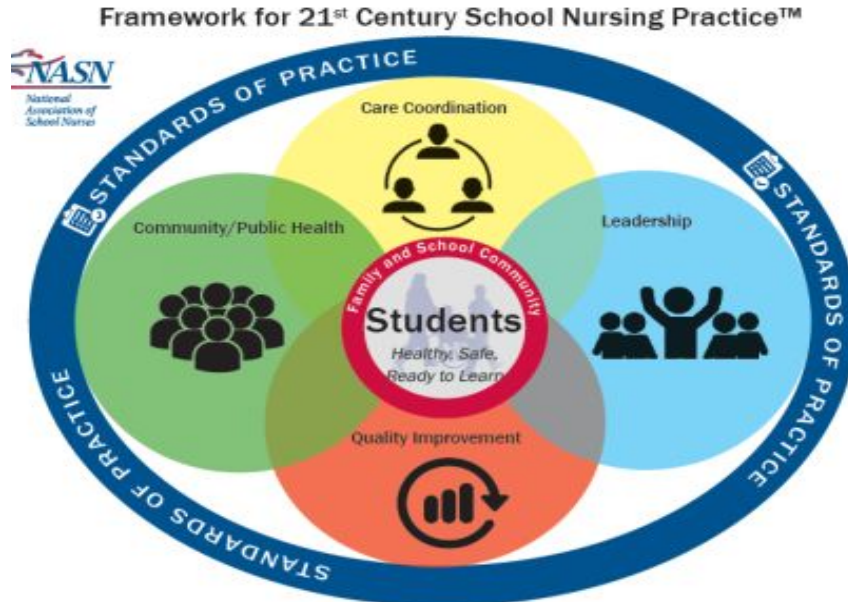
The Story Behind the Numbers

Health and Safety



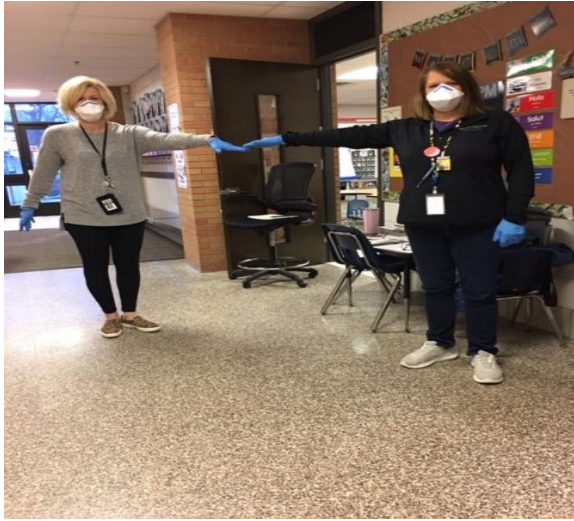
Health and Safety

Distance Caring For Distance Learning



Health and Safety

Distance Caring for Distance Learning Community / Public Health



The Journey Begins
BHS Greece Trip
Public Health Principles

Health and Safety

Distance Caring for Distance Learning Leadership



FRONTLINE
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Health and Safety

Distance Caring for Distance Learning Quality Improvement



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Student Support Team

Relationships First Priority

Counselors- Virtual Calming Room, Academic Success

Psychologist- Virtual PD on Grief, Loss and Resilience and Self-Care for Staff

Social Worker- WiFi Access, Food Access, Community Connections

Cultural Liaisons- Connections, Perspective, and Translation

Behavior Analysts- One91 Parent Newsletter, On-Demand PD

Headway Therapy- Transitioned to Teletherapy- 68% of clients participated

Park Nicollet Foundation- Diamondhead Clinic- Open for Telemedicine

Isuroon- Community connections for food and mental health

- Trauma and Covid (186 Virtual Participants) by Dr. Antonia Wilcoxon

Custodial Services

Disinfecting all surfaces daily

- Ahead of the game
- Serving essential workers and the community
- Personal protective equipment required
- Adapting daily
- Safety and security
- Planning for the future



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Distance Learning

- Timeline
 - Mar 17-Device distribution
 - Mar 18-Virtual meetings with all teachers
 - Mar 19-20 Team collaboration and professional development
 - Mar 30-Apr 3 Flex learning days
 - Apr 6 Extended distance learning

Distance Learning

Virtual meetings with all teachers

- Definitions and expectations
- Priorities for our work with students - Build and Layer
- Professional development
- Grace for ourselves and others

We can't do everything at once. This will be a build and layer model.

1 - Establish and build relationships with students in this new way of connecting

2 - Provide instruction aligned to academic content standards

3 - Accommodate and differentiate for diverse learning needs

4 - Assist students in using and understanding distance learning to succeed

5 - Engage students in online tools

6 - Give actionable feedback and assess learning

Distance Learning

Team collaboration and professional development

- District-wide teams
- Collaboration day each week
- Professional development - differentiated and personalized, live, and on-demand
- Curriculum priorities and lesson design
- Support - weekly survey of teacher needs and questions

Distance Learning

Challenges:

- Connections - students, families, staff, and the Minnesota Department of Education (MDE)
- Curriculum - time, activities, priorities
- Instruction - adaptations, strategies
- Engagement - adjusting expectations
- Self-care and mental health needs

Distance Learning

Inequities became prominent

More awareness of barriers

Experiencing discomfort

Not willing to accept inequity

- questioning and addressing equity from all staff
 - adaptive practices allowing for flexibility
- disparities in resources
 - devices, internet, home delivery
- assessment and grading
 - progress reports language, adjusted grading

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Best parts of distance learning?

- Zoom and video interactions with teachers and friends
- It was mostly good (44%) or loved it! (16%)
- It was shorter/easier

What was most difficult part of distance learning?

- Miss my friends and teachers
- Technology was tough
- It is hard at home (distractions, etc.)
- Tough - I can't ask questions

How to improve distance learning?

- More work-I'm bored/Less work (Gr 2-5)
- Strawberry ice cream (K)
- Draw little hearts around it. Add more pictures.(K)

What helped make distance learning easier?

- Schoology
- Teacher Support
- Parent/Guardian Support
- Friend/Peer Support
- Learned some to a lot (36%)
- It was challenging or very challenging (39%)
- Connections with teachers

What was challenging about distance learning?

- Assignments hard to understand
- Hard to stay motivated/reduced engagement in class
- Overwhelmed/didn't know where to start
- Too many distractions
- Worried about other things
- Tools and technology not working as expected

What helped make distance learning easier?

- Received the right amount of district support and communication
- Having dedicated time to collaborate and have tech support & training
- Prioritizing relationships and connections at the beginning
- Schoology already being used

What was challenging about distance learning?

- Difficulty communicating with students
- Technology not working as expected
- Providing accommodations and modifications
- Reduced student engagement
- Internet access
- Feelings of isolation

Distance Learning: Technology

- Devices for Students and Staff
- Internet Access
- Technology Support
- Instructional and Operational Resources

Values Community Preparation

Distance Learning: Technology

- March 12th: preliminary device counts
- March 15th: not “if” - focus only “how”
 - 6:30pm: Full go
 - 8:06pm Call for Help
 - 8:15pm Overwhelming Community Response
 - 9:20pm: We can do this
- March 16th: all hands on deck preparation
- March 17th: Handout to all K-5, Support for 6-12

Distance Learning: Technology

- New Student and Parent Phone Line
- New Student and Parent Ticketing System
 - Over 800 issues resolved to date
 - Multiple languages
- Continued and expanded support for staff and teachers - with many issues being first occurrences



Distance Learning: Technology

- Expansion of Schoology and Seesaw
- Managing many free programs
- Choosing & implementation of strategic resources
- Video conferencing Implementation
- Tech training on programs they now had to support

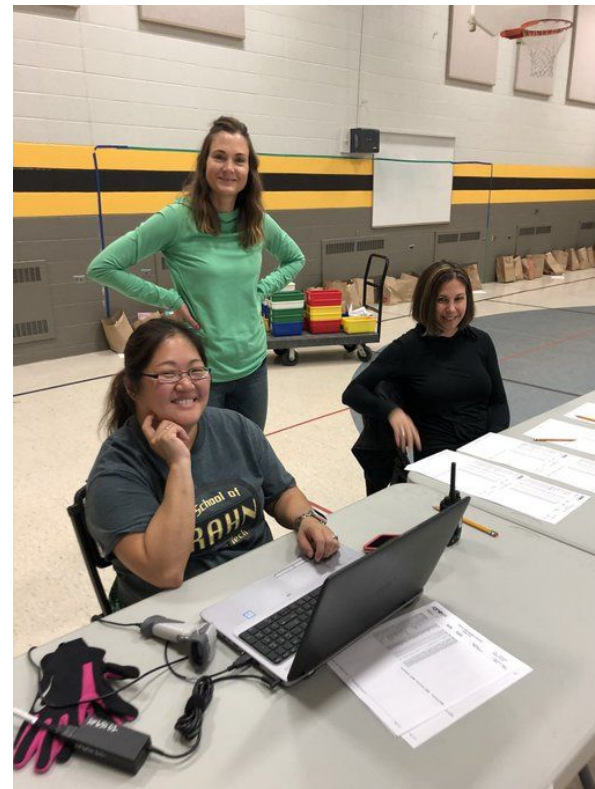


Photo Credit: CaraSlattery

Distance Learning: Technology

Values Community Preparation

- Clearly Defined, Equity Driven Values
- Community Rallied to know and Respond to student needs
- Years of Groundwork and Preparation

Meal Distribution

Goal: Continue to provide healthy and nutrition meals to children through curbside pickup and delivery

Food and Nutrition Services provided breakfast, lunch and snack to 34 sites and 3 home delivery routes

[Meal Service Details](#)



Meal Distribution

Meals served: 326,808 as of June 4, 2020
Snacks served: 144,573 as of June 4, 2020



Childcare

Goal: Provide high quality childcare for children of healthcare and emergency workers

Began Wednesday, March 18 and is free of charge.

- Care is provided from 6:30 a.m. to 6 p.m. Monday through Friday
- Grades K-5 are at Gideon Pond Elementary and Hidden Valley Elementary.
- Children 6-weeks-old to five years are at Diamondhead Education Center.

Number of Children served:

35

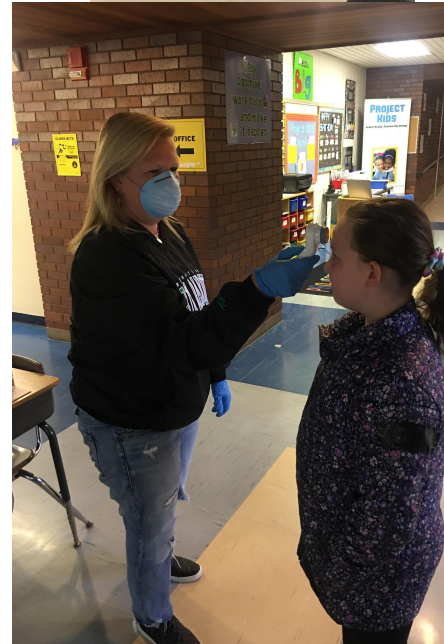
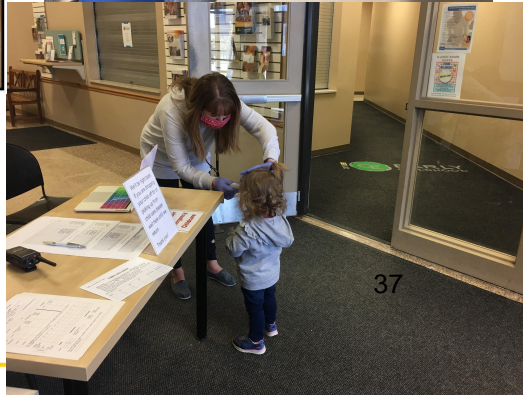
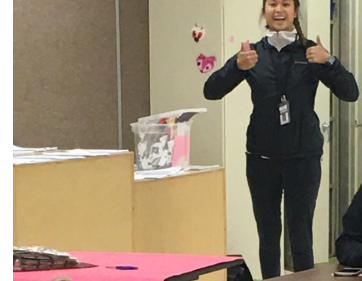
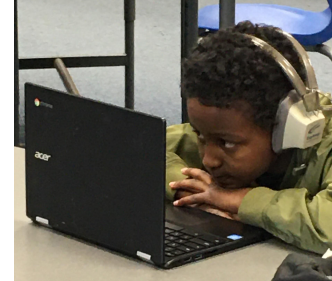
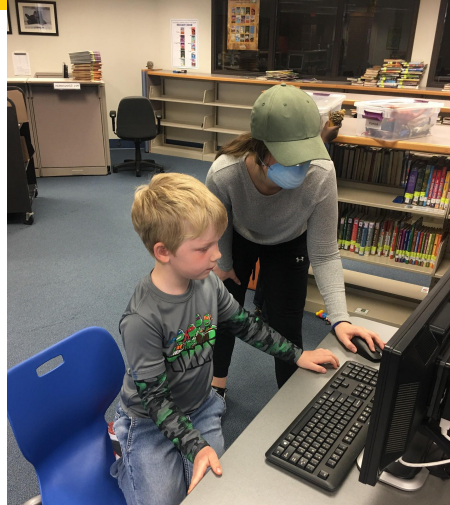
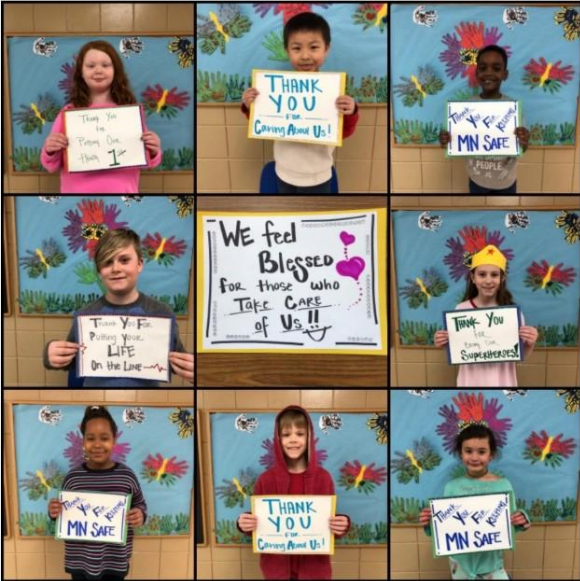


Community Education Update

What's happening in Community Education right now...?

[Pantry 191, Childcare, Senior Citizens Information](#)

Childcare



Childcare and Pantry 191

- New online course offerings
- Pantry continues over the summer
- More at communityed191.org

Summer Class Update



[Giddy Up! Horse Camp](#) at Capall Stables is running with increased sanitation and physical distancing guidelines.

June 29 or July 27

[Ninja Warrior Training](#)

Our friends and partners at Conquer Gym are finishing the final touches to each gym and gearing up for summer camp. Camps will be smaller allowing for CDC and MDH social distancing and capacity guidelines, so get your Ninja signed up for one of these camps July 13, July 27 or August 10.

NEW! At Home & Online

[Trolls 2 Musical Theater Camp](#) Ages 4-8

Learn the music and choreography from Trolls 2 and put together a virtual musical!

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Community Pantry 191

Food at no cost to you!

*Quantities are limited.
First Come First Served.*

Community Pantry 191 is an extension of BrainPower in a BackPack.

[Click here to view Summer details.](#)



LEARN FROM HOME

Human Resources

- Forty-six leaves processed under the Families First Coronavirus Response Act
- Approximately 160 Unemployment Claims reviewed.
- 2 contracts negotiated virtually, 1 still on-going.
- Virtual staffing including reductions, assignments, and communication for 1100 employees.
- Virtual retirement meetings for 20 employees.
- Annual Open Enrollment meetings through Zoom. Over 500 employees attended virtually. Dramatically more than when we hold onsite; to the degree we broke the internet or at least our Zoom limit.
- Investigations, virtual mediation sessions, and COVID related complaints continued during this time period as well.
- Refining a process with Bernie for Employee COVID quarantines and support.

Operations

- Schmitty and Sons and CSTMN (Collaborative Student Transportation of MN) contracts negotiated
- Headstart on summer cleaning and Energy and Utility Savings
- Purchase of Personal Protective Equipment
- Research of products for summer/fall:
 - purchased protective barrier
 - hand sanitizer stations
 - temperature scanners

Communications

Phone & email messages sent about coronavirus and related changes

- 15 staff messages
- 18 district-level messages to families (many more from schools/programs)
- Website with 11 pages dedicated to coronavirus-related information
- Too many social media posts to count

Produced four virtual graduation ceremonies and three recognitions

Next Steps

- Summer Session
- Summer Child Care
- [Summer Meal Distribution](#)
- Summer Pantry 191's, Summer Produce Pantry
- Forward to Fall

Thank You



**Agenda III.D.
June 11, 2020**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Lisa Rider, executive director of business services

Date: June 4, 2020

Re: Report about Proposed Adopted FY21 Budget

Receive a report about the Proposed Adopted FY21 Budget from Lisa Rider, executive director of business services.



Future Ready. Community Strong.

**Agenda IV.B.3.
June 18, 2020**

**TO: Members, Board of Education
Dr. Theresa Battle, Superintendent**

FROM: Lisa Rider, Executive Director of Business Services

DATE: June 5, 2020

RE: Approve FY2020-2021 Adopted Budget

RECOMMENDATION: That the Board of Education approves the 2020-21 Adopted Budget providing all funds’ revenues of \$175,640,225 and all funds’ expenditures of \$176,911,801.

Below is a summary of the proposed 2020-2021 Adopted Budget for your review. A full summary of the General Fund budget units and the assigned staffing are attached for review prior to action for adoption at the board meeting on June 18, 2020.

<u>Fund</u>	<u>Adopted FY21 Revenue</u>	<u>Adopted FY21 Expenditure</u>	<u>Inc (Decr) to Fund Balance</u>
General	\$ 126,834,491	\$ 127,825,136	\$ (990,645)
Food Service	5,549,155	5,691,248	(142,093)
Community Service	6,397,417	6,396,560	857
Capital Projects	30,000	170,000	(140,000)
Debt Service	12,813,093	13,061,198	(248,105)
Total Governmental	151,624,156	153,144,142	(1,519,986)
Trust & Custodial	840,000	840,000	-
Internal Service	23,176,069	22,927,659	248,410
All Funds	\$ 175,640,225	\$ 176,911,801	\$ (1,271,576)

The 2020-2021 Budget was prepared in accordance with the following Board of Education decisions. The parameters used to develop the budget are detailed in the presentation materials and are essentially as follows:

1. General education funding, on a per pupil basis, was increased to \$6,567 per adjusted pupil unit, per legislation.
2. Elementary class sizes district-wide averaging 25.5:1 (resulting from a range of class sizes of 20-32 depending upon grade level) and secondary class sizes averaging

around 36-39:1 before considering additional supports within the building. For example, at BHS, student to classroom plus support staff calculates out to 17:1.

3. Enrollment decreased with estimates based on projected end of year Early Childhood through grade 12 average daily membership of 8,327 for 2019-2020 and 7,887 for 2020-2021, a decrease of 440 average daily memberships.
4. An estimated \$437,191 reduction in Health Insurance costs across the operating funds is included as a result of the OPEB Trust implicit rate contributions.
5. There is a 3.5% increase in 2020-2021 health insurance premium costs for self-insured employee health benefits, and a 1% increase in 2020-2021 dental insurance premium costs.
6. The projected Unassigned Fund Balance for the General Fund is 6.86% and includes restricted and committed fund balances in the areas of: Area Learning Center, Capital, program carryover, Student Activities, and ProPay. This projected Unassigned Fund Balance is below the defined minimum unassigned general fund balance of 8% of general fund expenditures as outlined in board policy 714. Approval of this Proposed FY21 Adopted Budget will waive the defined minimum fund balance stated in board policy. The FY21 projected Unassigned Fund Balance reflects a reduction in fund balance due to expenditures exceeding revenues by \$990,645.

This adopted budget will be revised later in the 2020-2021 year to adjust for actual data relating to COVID-19 FY20 and FY21 impacts as known, federal updates, enrollment, staffing, audited fund balances, etc.

Prior to June 30, 2020 the board will need to define what fund balances they would be committing for 2019-2020 year. Additionally, prior to November 30, 2020 the board will need to approve through board resolution any fund balance transfers to be used to cover COVID-19 costs for FY20. Both fund balance calculations will impact the FY21 Beginning Fund Balances.

GENERAL FUND

Overview

This budget utilizes the option of spending down the existing fund balance over the option of reducing expenditures potentially impacting programming that is critical to the execution of Vision One91.

Following is a list of the most significant assumptions used in developing the revenue budget:

Basic Allowance

The basic funding allowance is \$6,567 per pupil unit.

Special Education

Special education categorical aid has been adjusted considering the special education funding and will continue to be monitored for needed adjustments at budget revision. This is an area of particular concern as the ceiling included in the revenue calculation limits the

amount of additional expenditures which are reimbursed. The formula has been adjusted legislatively to address this concern of many districts.

Referendum

The district's referendum authority of 2020-2021 is a combined \$1,779.50 per adjusted pupil unit prior to local optional allowance of \$424 reflecting the equivalent amounts approved by the voters in November 2011 and November 2017. Total referendum revenue adjusts each year in direct proportion to adjusted pupil units served. Estimated referendum revenue, including the local optional allowance, for the 2020-2021 year is approximately \$21.5 million, or roughly 17% of the total General Fund revenues.

Alternative Teacher Compensation

Alternative Teacher Compensation revenue of approximately \$2.37 million is included in the 2020-2021 budget per the ProPay plan agreed to between the Board of Education and Burnsville Education Association.

Compensatory and English Learners

Compensatory and English Learner revenue of approximately \$9.8 million is included and a priority is placed on covering costs of English Learner staff at all buildings. The degree of services needed by English Learners vary and our assessment of students and the responding services will fluctuate. The remainder of this funding continues to be dedicated to providing educational programs for at risk students through various district initiatives.

Enrollment

Enrollment is a crucial factor in determining a school district's revenue because most funding formulas are student based. Both the closure of schools and the COVID-19 impact has been considered in determining the enrollment estimate use for the 2020-2021 Adopted Budget. The 2020-2021 adopted budget assumes a decline in estimated EC-12 enrollment from an estimated 8,327 students (Average Daily Membership) in 2018-2019 to 7,887 in 2020-2021. Enrollment uncertainty creates the potential for significant increases or decreases in student-based revenue. This assumption will need to be re-evaluated when the October 1, 2020, enrollment is known and the retention factor for 2020-2021 is determined. With each student generating approximately \$11,805 in revenue, a small deviation in enrollment can produce a significant change in revenue.

Revenue Restrictions

Restrictions on the use of general education revenue are offset with dedicated revenue. The following are restrictions imposed on general education revenue in 2020-2021:

Basic Skills(Compensatory, English Learners)	Operating Capital
Learning & Development	Area Learning Center
Gifted & Talented	Alternative Teacher Compensation
Achievement and Integration	Staff Development
	Long-Term Facility Maintenance

Operating Capital Expenditures

Operating Capital expenditures are budgeted in the General Fund but are supported by revenue that is dedicated to this purpose. Operating Capital expenditures included in this budget amount

to approximately \$3 million. Every effort will be made to maximize the use of the capital funds over general funds where possible.

Long-Term Facilities Maintenance Revenue

Since 2016-2017, the Long-Term Facilities Maintenance Revenue that rolls together the health and safety and the alternative facility projects is utilized within the general fund for health and safety and deferred maintenance projects. Both revenue and expenditures for projects must be recorded in the general fund for any projects funded by the Long-Term Facilities Maintenance Revenue.

Technology Capital Projects

Since the 2016-2017 school year the Capital Tech Levy has generated approximately \$2.5 million annually for the purpose of technology within our district. These funds have allowed our technology budget to increase to just over \$5 million. At our High School level this includes a 1:1 Chromebook deployment implemented in the fall of 2016. Middle School level 1:1 Chromebook deployment was implemented in the fall of 2017. At the elementary levels, digital learning specialists are at every school for student instruction in technology. During the fall of 2018, a tiered rollout of Chromebook deployment in our elementary schools was implemented. Given the completion of our initial rollout, the technology plan for the 2020-2021 budget calls for replacement devices across grade levels; continued infrastructure upgrades; and continued maintenance of licensed software used in the instruction of our students. 2020-2021 budget includes a concerted effort to ensure our K-3 grades have 1;1 allowing for equitable availability of devices for all students for use in distance learning as needed, particularly given COVID-19.

Student Transportation

The student transportation budget is based on current service levels and reflects the most recent contract entered into with Schmitt and Sons, including a 1.50% rate increase in 2020-2021 per the contract.

Site Based Budgeting

The closure of two elementary buildings and one middle school has been incorporated in the site based budgeting. A large portion of the operating budget is expended at the site level based on ranges of class sizes determined by Principals and other Administrators in the staffing process. Instructional budgets, while determined on a uniform basis across the district, are distributed among various accounts and programs at the school building level. Limited unspent budget balances at the end of a year in school accounts are carried forward to the succeeding year provided the Board continues to commit the related fund balance.

FOOD SERVICE

The Food Service Fund budget shows a slight decrease to fund balance estimated at (\$142,093) for the 2020-2021 year. The lunch prices incorporated into this budget for 2020-2021 will be the same as they have been for the 2019-2020 year: \$2.80 for elementary, \$2.90 for middle school and high school students, and \$4.10 for adults. Breakfast is \$1.60 for all students and \$2.20 for adults. Milk prices will remain at \$0.50.

COMMUNITY EDUCATION

The Community Service Fund shows a very slight increase to the fund balance of \$857. Community Education has been designing programs and offerings around a population that has fewer discretionary dollars to spend and yet require greater services. The impact to the Community Education Service fund is not included in assumptions of projected fund balances at the time of the Adoption of the FY21 Budget.

The addition of the Partners Achieving Learning Success (PALS) program and Burnsville Youth Collaborative (BYC) are deliberate programmatic options to provide access to high quality academic and enrichment experiences at no cost to participants. Voluntary Pre-Kindergarten (VPK) is yet another example of the response to an opportunity that puts students in classrooms for a quality learning experience at no cost to families.

These and many other measures are aimed at providing access while acknowledging the need to ensure that the revenue stream can support the department as a whole and still provide high quality opportunities for our entire community.

CAPITAL BUILDING PROJECTS

The Capital Building Projects Fund now only includes Vision One91 referendum building project funds unspent. These projects utilize the bond proceeds received in May, 2015 as a result of the Vision One91 referendum approval in February, 2015. Of the \$65 million bond issuance, approximately \$1.9 million is projected to be remaining. These dollars continue to be used for safety and security measures related to all schools and within the scope of the original Vision One91 approved building project.

DEBT REDEMPTION

The Debt Redemption Fund is used to record revenues and expenses relating to principal and interest on bonded debt. These funds are dedicated to debt redemption and cannot be used for any other purpose.

FORMAT

Attached is the General Fund budget broken into budget units and a list of employees for each budget unit. This format will allow for a greater understanding of what is included in our entire General Fund budget.

SUMMARY

This budget was developed in accordance with direction provided by the Board of Education. This budget does not assume a distance learning approach for the 2020-2021 school year. Should that be a necessity, adjustments to the FY21 Adopted Budget will be necessary once we know what Fall 2020 will require. There is potential for significant change as actual enrollment and staffing patterns are recognized. Our reality is that there are constant changes to staffing assignments as we adjust our staffing to best serve our student's needs. Therefore, much of the staffing details will change but overall the number of positions approved by the board to fulfill its' mission will remain within the guidelines of the proposed budget. The proposed adopted budget aligns with earlier projections.



**BURNSVILLE-EAGAN-SAVAGE
SCHOOL DISTRICT 191
ADOPTED BUDGET 2020-2021**

Future Ready. Community Strong.

Adopted Budget – Overview 2020-2021

- Proposed Budget for All Funds
- Based on Board of Education Parameters
- Incorporates Budget Unit Breakdown

Adopted Budget – Overview 2020-2021 (cont'd)

- Represents best estimate of revenues & expenditures
- Subject to revisions
- Board to take action June 18, 2020
- MN Statute requires annual adoption by July 1

Budget Process

- Integrated Action Plan
 - Passage of Levy Referendum
 - Closure of three schools for FY21
 - Pathways Schools for our elementary school in Fall 2020
 - Budget Adjustments for Adopted FY21

Budget Process

➤ Board Meetings

- December 19, 2019
- January 9, 2020
- March 12, 2020
- April 9, 2020

➤ Board Workshops/Retreat

- Workshop January 23, 2020
- Workshop March 13, 2020
- Workshop March 19, 2020
- Workshop March 31, 2020
- Workshop April 7, 2020
- Retreat May 7, 2020

Budget Process

- Input Teams/Processes
 - November Executive Leadership Deep Dives for budgets and processes
 - January 22, 2020 Principals and Directors reviewed Budget 101 communication
 - February 5, 2020 Principals and Directors Budget FY21 discussion
 - February-March Principals conducted Staff and Public Budget 101 meetings
 - Beginning, February 10, 2020 through March 3, 2020 Executive Leadership met five times to review and revise drafts of potential adjustments to develop budget assumptions for FY21

Budget Process (cont'd)

- Input Teams/Processes (cont'd)
 - March 4 Principals and Directors review of Proposed Budget FY21
 - Beginning March 13, 2020 online input form opened until April 5, 2020
 - Various staff meetings; Principals, Department Heads met with HR and Finance on staffing and non-staff budgets
 - Administration completed line item budget including known staffing assumptions as well as adjusting for other known items.

2020-2021 Adopted Budget Change In Fund Balance

Fund	PROJECTED FUND BALANCE 6/30/2020	REVENUE	EXPENDITURE	PROJECTED FUND BALANCE 6/30/21
General	\$ 14,498,324	\$ 126,834,491	\$ 127,825,136	\$ 13,507,679
Food Service	871,421	5,549,155	5,691,248	729,328
Community Service	429,789	6,397,417	6,396,560	430,646
Capital Projects	1,036,415	30,000	170,000	896,415
Debt Service	891,085	11,802,599	11,603,819	1,089,865
Trust & Custodial	230,447	920,000	934,616	215,831
Internal Service	23,439,152	23,537,000	22,867,659	24,108,493
All Funds	\$ 41,396,633	\$ 175,070,662	\$ 175,489,038	\$ 40,978,257

Enrollment History & Projections EC-12 2017 – 2021

Note enrollment totals are based on Average daily Membership (ADM) Served

Year	Total	Change
2016-17 Actual	9,114	-7
2017-18 Actual	8,833	-281
2018-19 Actual	8,672	-161
2019-20 Estimate	8,327	-345
2020-21 Estimate	7,887	-440

General Fund Assumptions Staffing Ratios

	2016-17	2017-18	2018-19	2019-20	2020-21
Elementary	24.50	24.50	24.50	24.50	25.50
Middle School	33.00	33.00	33.00	35.00	36.00
Senior High	36.00	36.00	36.00	38.00	39.00

General Fund Assumptions 2020 - 2021

- General Education Formula - \$6,567
- Elementary class size targeted at 25.5:1
with a range of 20–32
- Secondary Class size targeted at 36-39:1
with a range based on subject

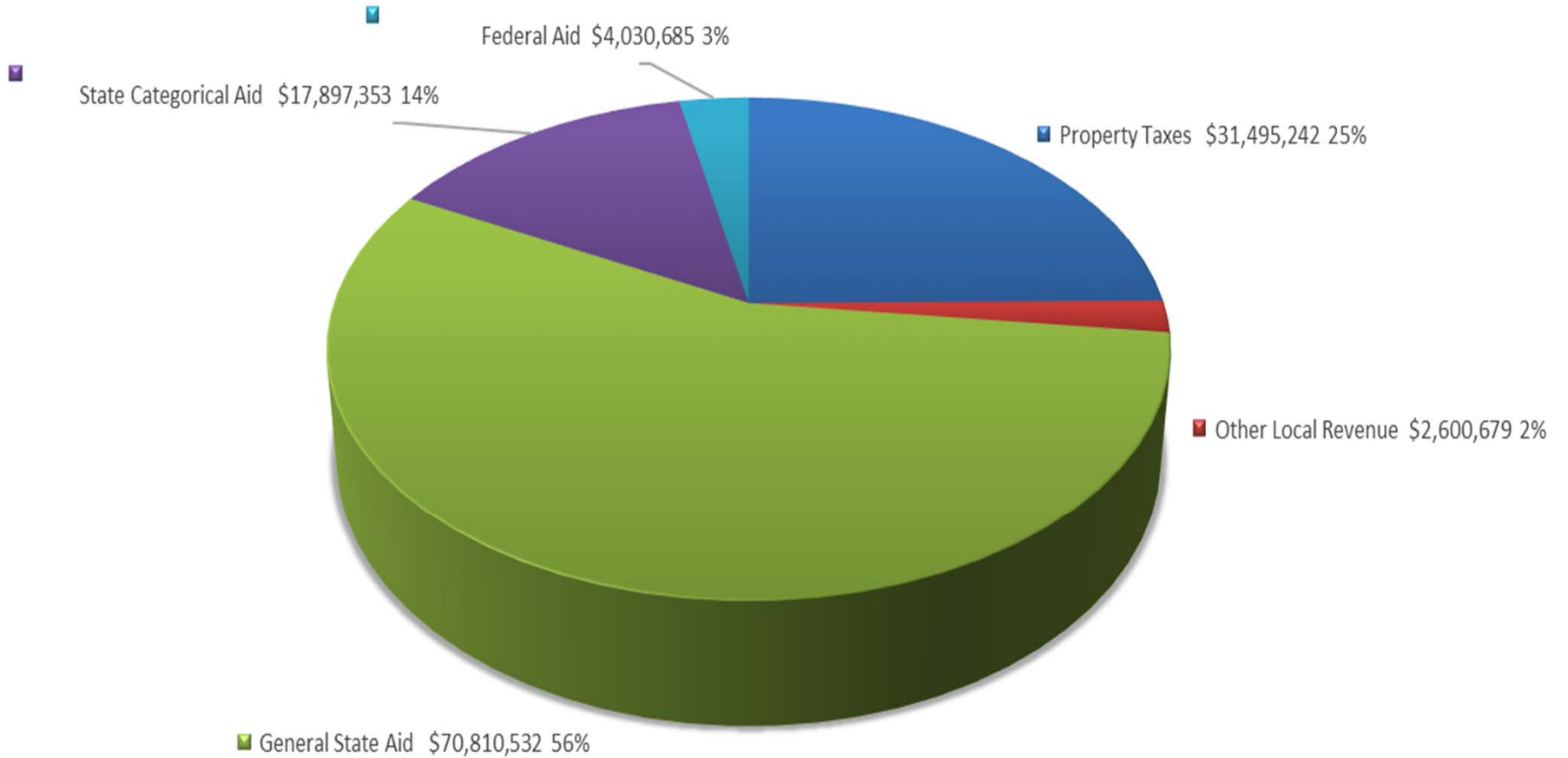
General Fund Assumptions (cont'd) 2020 - 2021

- Enrollment decrease of 440 students
- OPEB transfer to the operating funds of approximately \$437,191
- 3.5% increase in health insurance premiums and 1% increase in dental insurance premiums

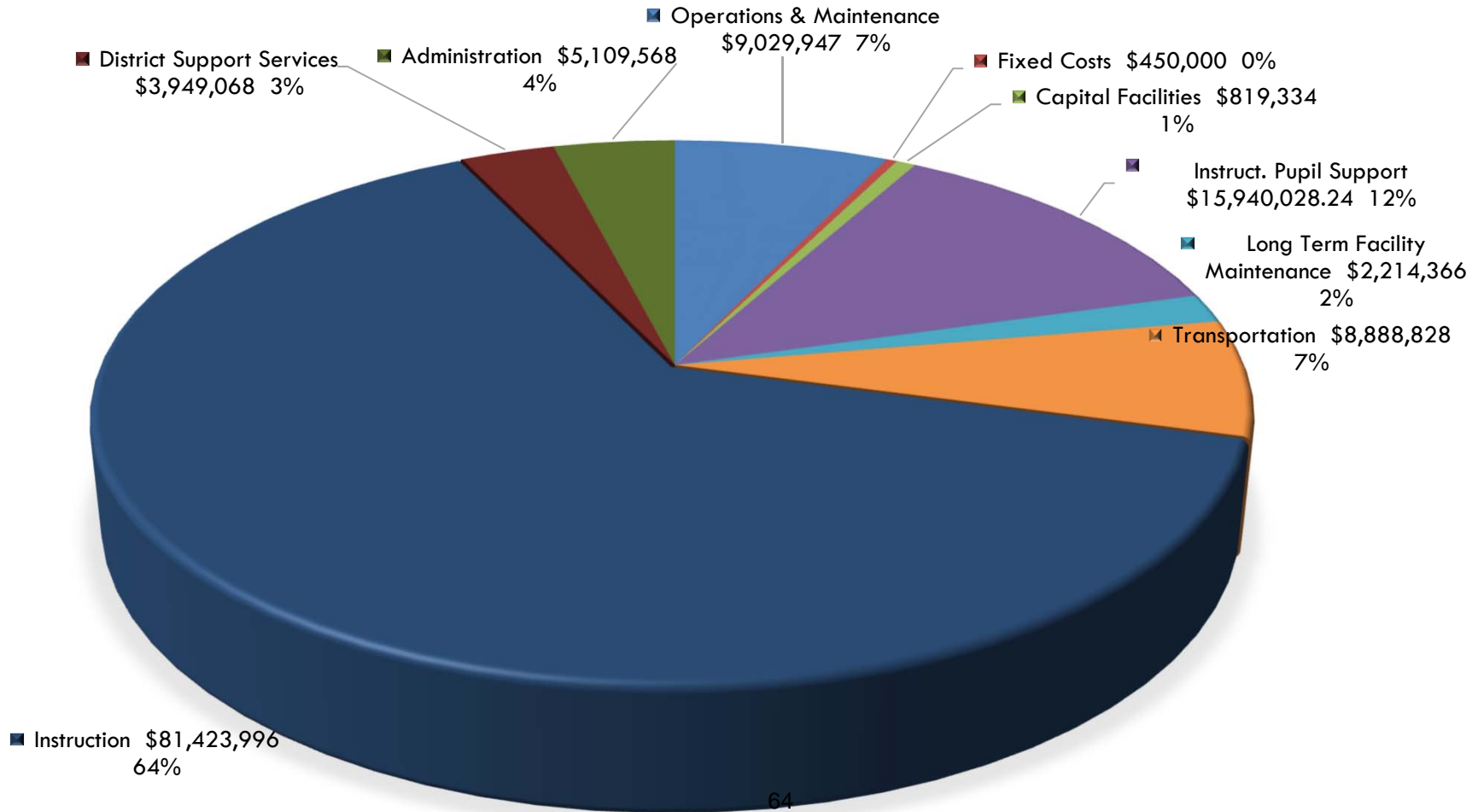
General Fund Budget Comparative Summary

	Adopted Budget 2019-20	Revised Budget 2019-20	Adopted Budget 2020-21
Total Beginning Fund Balance	\$ 13,440,818	\$ 15,284,401	\$ 14,498,325
Revenues	129,196,398	130,755,739	126,834,491
Expenditures	130,103,486	131,835,729	127,825,136
Variance (Revenues - Expenditures)	(907,088)	(1,079,990)	(990,645)
Total Ending Fund Balance	\$ 12,533,730	\$ 14,204,411	\$ 13,507,680
Breakdown of Fund Balance Categories			
Nonspendable	\$ 374,535	\$ 469,392	\$ 469,392
Restricted	2,831,580	5,255,973	3,170,301
Committed	1,248,175	949,880	1,096,765
Unassigned	8,079,440	7,529,166	8,771,222
Total Ending Fund Balance	\$ 12,533,730	\$ 14,204,411	\$ 13,507,680
Unassigned Fund Balance %	6.21%	5.71%	6.86%

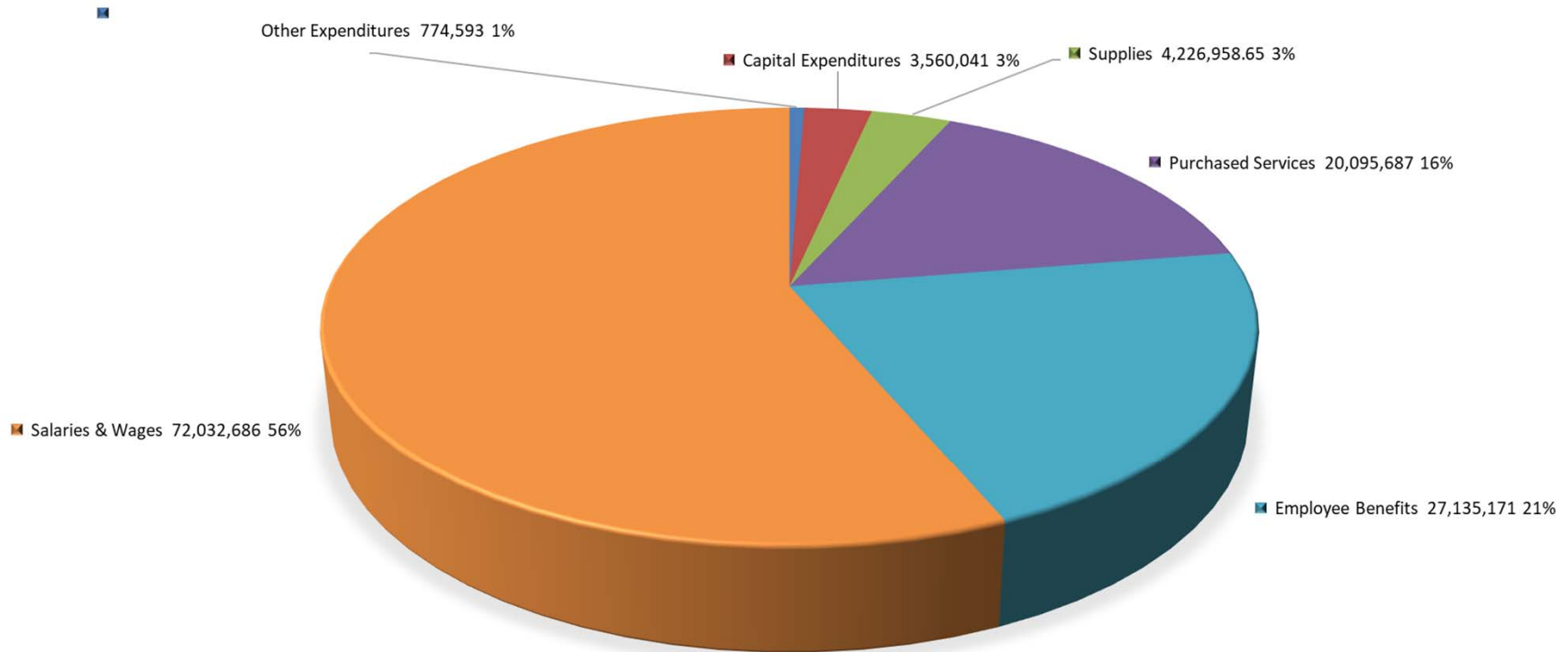
General Fund Revenue 2020-2021 Adopted Budget \$126,834,491



General Fund Expenditures by Program 2020-2021 Adopted Budget \$127,825,136



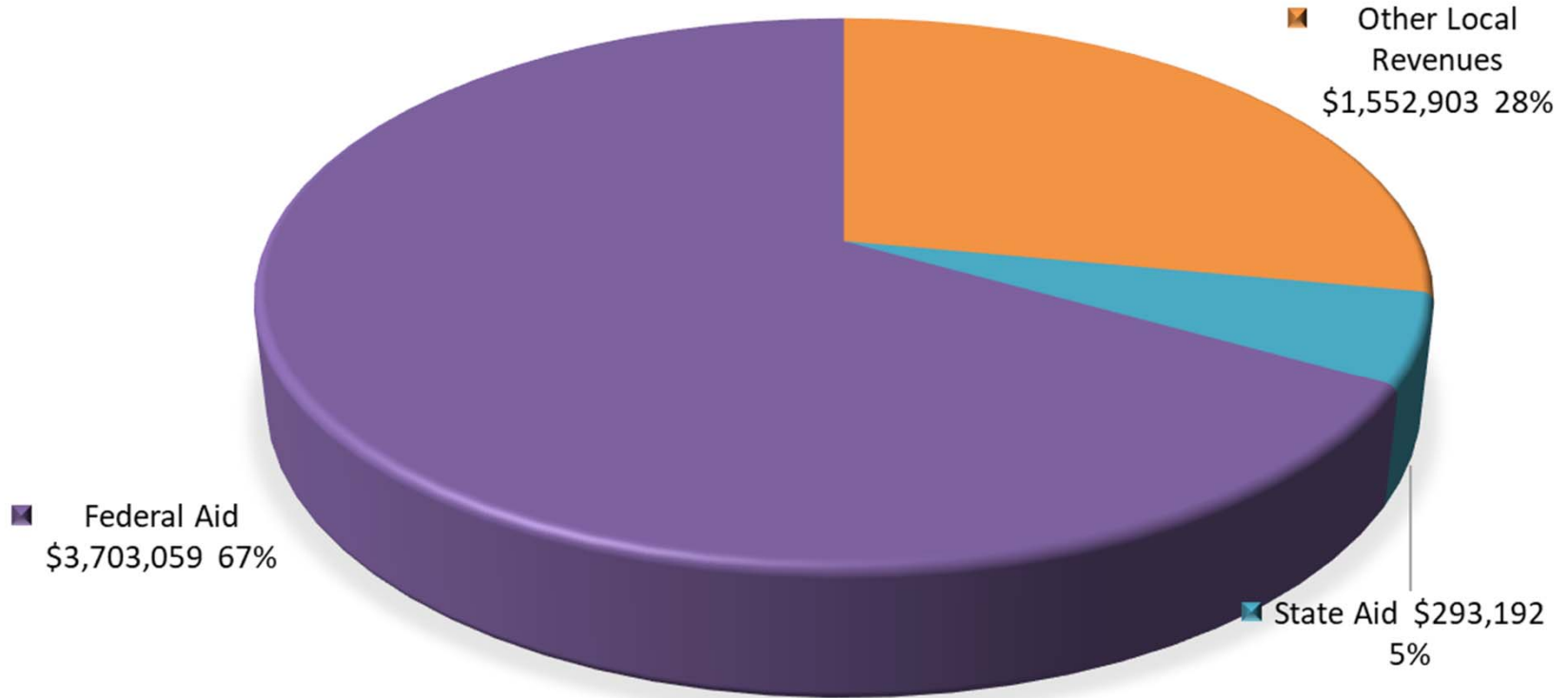
General Fund Expenditures by Object 2020-2021 Adopted Budget \$127,825,136



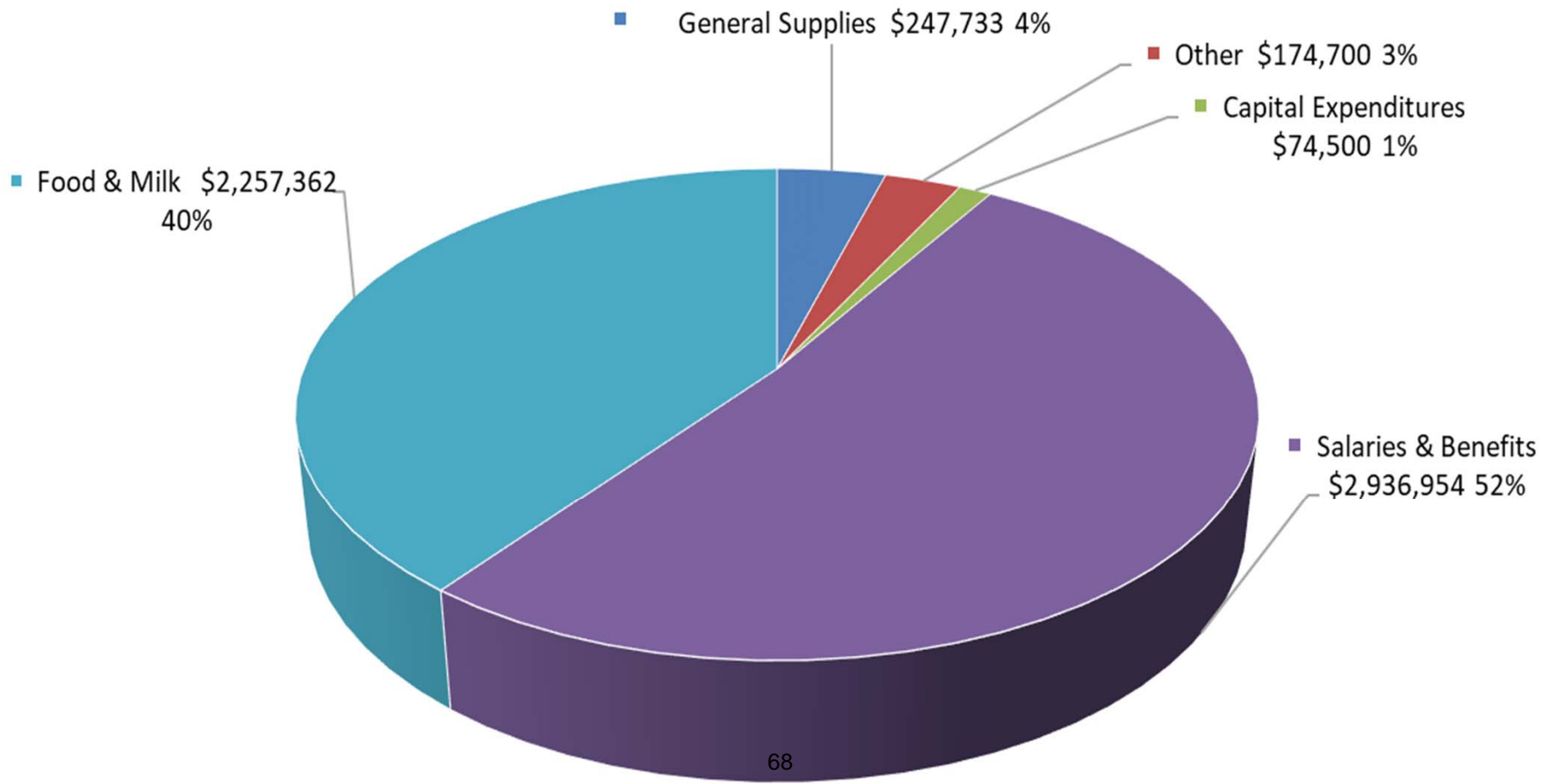
2020-2021 Adopted Budget Food Service Fund

Projected Beginning Fund Balance 6/30/20	\$	871,421
Revenues	\$	5,549,155
Expenses	\$	5,691,248
Net Change in Fund Balance	\$	(142,093)
Projected Ending Fund Balance 6/30/21	\$	729,328

**FOOD SERVICE REVENUE
2020-2021 ADOPTED BUDGET
\$5,549,155**



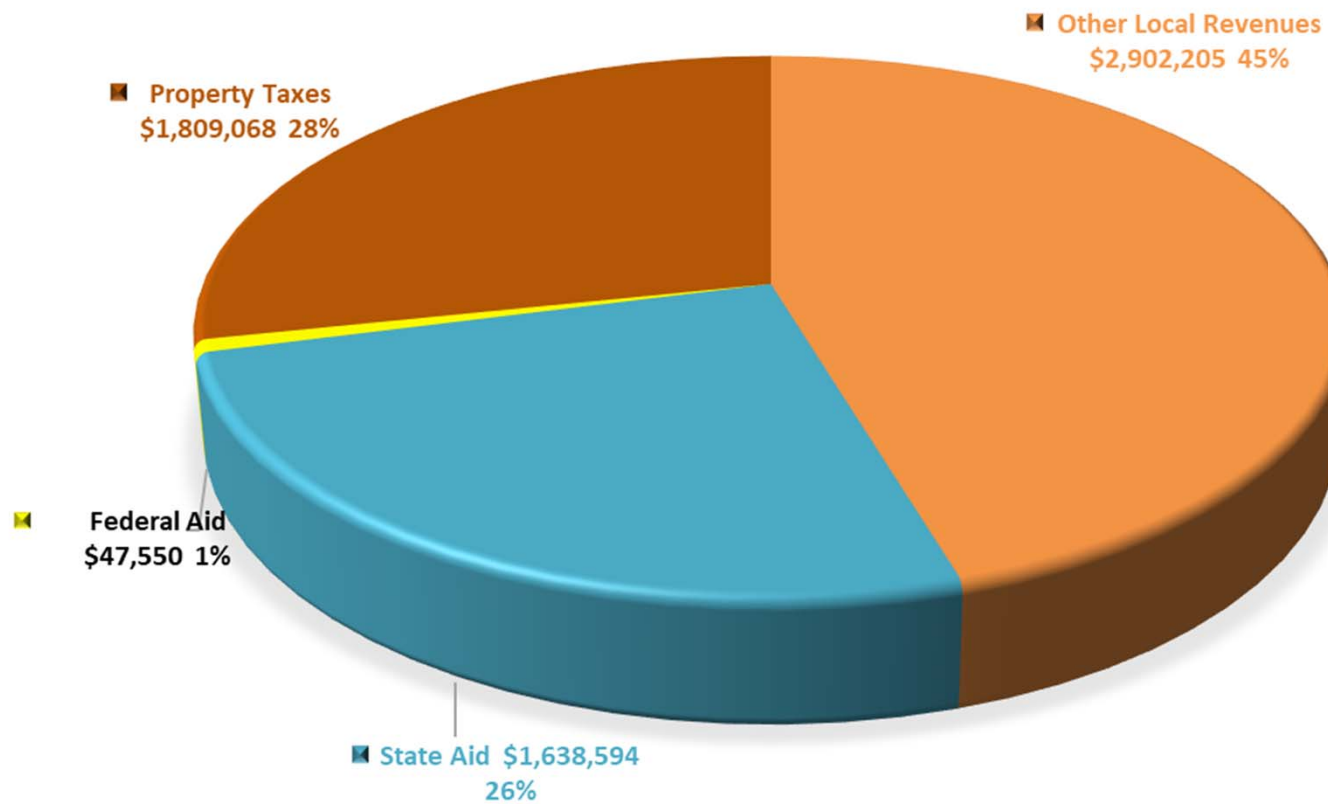
FOOD SERVICE EXPENDITURES BY OBJECT 2020-2021 ADOPTED BUDGET \$5,691,248



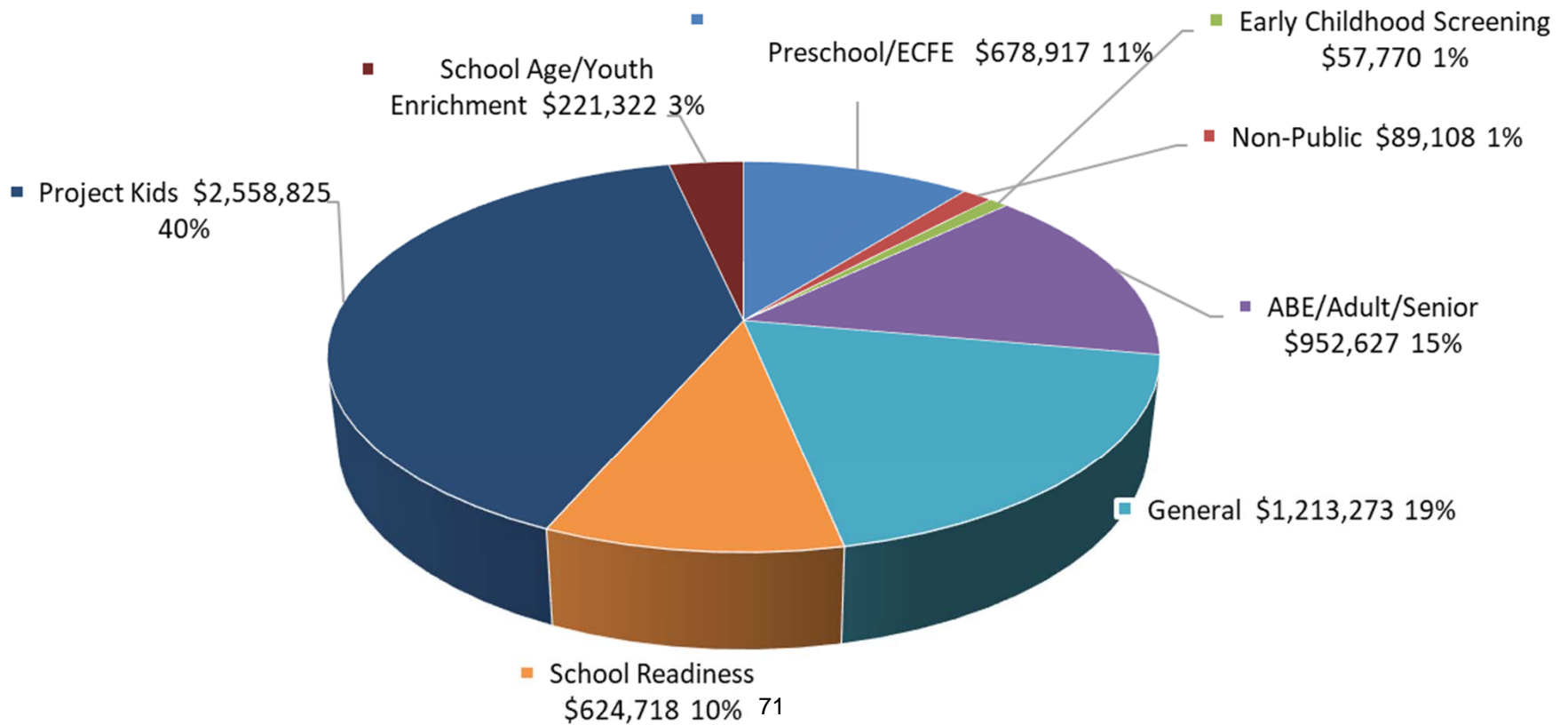
2020-2021 Adopted Budget Community Service Fund

Projected Beginning Fund Balance 6/30/20	\$	429,789
Revenues	\$	6,397,417
Expenses	\$	6,396,560
Net Change in Fund Balance	\$	857
Projected Ending Fund Balance 6/30/21	\$	430,646

COMMUNITY SERVICE REVENUE 2020-2021 ADOPTED BUDGET \$6,397,417



COMMUNITY SERVICE EXPENDITURES BY PROGRAM 2020-2021 ADOPTED BUDGET \$6,396,560



2020-2021 Adopted Budget Capital Project Fund

Projected Beginning Fund Balance*	\$ 1,036,415
Revenues	\$ 30,000
Expenses	\$ 170,000
Net Change in Fund Balance	\$ (140,000)
<i>* updated projected based on balances through June 2020</i>	
Projected Ending Fund Balance 6/30/21	\$ 896,415

2020-2021 Adopted Budget Debt Service Funds

Projected Beginning Fund Balance 6/30/20	\$	891,085
Revenues	\$	11,802,599
Expenses	\$	11,603,819
<hr/>		
Net Change in Fund Balance	\$	198,780
Projected Ending Fund Balance 6/30/21	\$	1,089,865

Adopted Budget Next Steps

Board Adoption of FY21 Proposed Budget
June 18, 2020 Board Meeting

thank
you

2021 Adopted Budget by Budget Unit

(Staffing and budgeted Full-time Equivalent (FTE) as of June 4, 2020)

Budget Unit with description	2020-2021	
	FTE Sum	Adopted Budget
01010 - General Elementary Instruction - Personnel		
Provides the funding necessary to provide instruction in the core academic subjects of language arts, math, and social studies at the elementary schools.	136.00	16,834,842
01030 - General Elementary Subs		
Provides the funding necessary for elementary school substitutes.	0.00	458,000
02010 - General Middle School Instruction - Personnel		
Provides the funding necessary to offer courses in the core academic subjects of language arts, math, science, social studies, and world language at the middle schools.	45.92	5,114,311
02020 - General Middle School Instruction - Subs		
Provides the funding necessary for middle school substitutes.	0.00	370,000
03010 - General High School Instruction - Personnel		
Provides the funding necessary to offer courses in the core academic subjects of language arts, math, science, social studies, and world language at the district's senior high.	56.47	5,923,427
03020 - General High School Instruction - Subs		
Provides the funding necessary for high school substitutes.	0.00	350,000
04010 - PhyEd, Health, Art, Music - Personnel		
Provides the funding to provide K-12 physical education, 6-12 health, K-12 visual arts, K-12 general/vocal music, and 6-12 Instructional music instruction.	44.95	4,704,308
05010 - Long Term Subs		
Provides the funding necessary for payment of Long Term Subs K-12.	0.00	250,000
06000 - Health Care Teacher		
Provides the funding to operate the instructional program of health care.	1.00	82,899
06010 - Family and Consumer Science Instruction		
Provides the funding to operate the instructional program of family and consumer science.	6.42	652,232
06020 - Trade and Industrial Education		
Provides the funding to operate the instructional program of trade and industrial education.	5.00	580,747
06030 - General Career and Tech		
Provides the funding to operate the instructional program of general career and tech education.	0.90	110,050
06040 - Business and Office Education		
Provides the funding to operate the instructional program of business and office education.	3.00	405,802
06050 - Partnerships		
Provides the funding for Strategic Partnerships and Pathways and related efforts in connecting our students with community opportunities.	1.00	193,842

2021 Adopted Budget by Budget Unit

(Staffing and budgeted Full-time Equivalent (FTE) as of June 4, 2020)

Budget Unit with description	2020-2021	
	FTE Sum	Adopted Budget
06060 - Post-Secondary Tuition		
Provides the budget for secondary students to attend classes through the District's various University and College programs including college in the schools (CIS) and post-secondary enrollment options (PSEO).	0.00	470,000
06070 - Post-Secondary - Career Tech Tuition		
Provides the budget for secondary students to attend Career tech classes.	0.00	724,000
07010 - K-12 Media Services		
Provides the funding to provide K-12 media services- media specialists and media educational assistants.	7.75	703,554
07020 - K-12 Gifted and Talented		
Provides the funding to provide for a half-time gifted and talented instructor at each elementary school and an additional 1.0 at the gifted and talented magnet school.	3.00	550,000
07030 - 6-12 Guidance Services		
Provides the funding to provide 6-12 guidance services.	11.00	1,151,076
07040 - 9-12 Deans		
Provides the funding to provide 9-12 Dean support.	5.00	269,794
07060 - English Second Language Learner		
Provides funding for the district's K-12 English Second Language Learner program and includes salaries, benefits, and other instructional expenses.	41.00	4,191,594
08010 - Site Allocation of Instructional/Operational Resources		
Provides the per pupil funding allocation for instructional and operational related expenses. This funding is intended to cover the costs of building level equipment repairs, purchase of general supplies, classroom supplies, telephone, etc.	0.00	468,790
08020 - Building Level Copier Leases		
Provides the funding for the monthly lease costs of the main multi-functional device within each school.	0.00	76,536
09010 - Special Ed Salaries/Benefits		
Provides funding for staff costs necessary to operate the Office of Individualized Student Services. Most, but not all of these expenditures, are either reimbursed with state or federal special education funds or are related to general education functions. Includes general fund cross-subsidy to supplement categorical state and federal funding.	309.85	25,390,513
09030 - Special Ed Purchased Services		
Provides funding for Individualized Student Services purchased services, supplies and equipment.	0.00	1,343,151
09040 - Special Ed Transportation		
Required transportation, purchased services, supplies and equipment for students served by Individualized Student Services.	0.00	4,093,000

2021 Adopted Budget by Budget Unit

(Staffing and budgeted Full-time Equivalent (FTE) as of June 4, 2020)

Budget Unit with description	2020-2021	
	FTE Sum	Adopted Budget
10010 - Alternative Learning Center Provides categorical funds to operate the alternative high school, school within a school, extended day and extended year programs for elementary and middle school students.	32.12	4,538,313
10020 - Licensed Mental Health Services Provides categorical funding to support a financial partnership with Headway, who are able to respond to pressing mental health needs, proactively support student success, and be readily available in case of a crisis.	0.00	200,000
10030 - K-12 Nursing/Health Services Provides funding to operate the district health services department including salaries, benefits and other operating expenses for the district school health offices. Certain FTEs may also be included in Special Ed Salaries, 09010.	7.17	658,287
11010 - Co-Curricular Activities (Non-Athletic) Provides the funding to support co-curricular activities. These funds are supplemented through ticket sales, fund raising, donations, etc.	0.00	295,094
11020 - High School Interscholastic Athletics Provides the funding to provide high school athletics. These funds are supplemented through ticket sales, fund raising, donations, etc.	2.00	1,208,174
12010 - Title I, Part A Regular - Improving Basic Programs Provides funding to help ensure all children meet challenging state academic standards. Includes staffing, instructional, Supplemental Education Services and staff development expenses.	14.13	1,522,000
12020 - Title II, Part A Regular - Teacher/Principal Training & Recruiting Funding pays a portion of teacher and administrative salaries of highly qualified professionals working to improve student achievement.	1.74	270,000
12030 - Title III Regular - Limited English Proficient Students Funding supports ESL personnel, their professional development, and for interpretation needs of our LEP families.	1.25	175,000
12040 - Title IV Regular - Support Student and Academic Enrichment Funding provides students with a well rounded education, supports safe and healthy students and supports effective use of technology for personalized learning opportunities.	0.40	112,066
12050 - Carl Perkins Grant Funding pays for professional development and supplies to teachers of Family and Consumer Science, Business, and Technology Education at Burnsville Senior High School.	0.00	49,800
13010 - Q-Comp/Pro-Pay Provides for expenditures associated with the district's Q-Comp / Pro-Pay programs including salaries and benefits, stipends, performance incentives and other operating expenses.	6.00	2,204,690

2021 Adopted Budget by Budget Unit

(Staffing and budgeted Full-time Equivalent (FTE) as of June 4, 2020)

Budget Unit with description	2020-2021	
	FTE Sum	Adopted Budget
13020 - Integration and Achievement		
Provides for expenditures related to the integration and achievement program including salaries and benefits, professional development and other operating expenses.	23.81	2,098,411
13030 - Compensatory Education		
Provides funding for compensatory programs and initiatives to meet the educational needs of students who are under prepared or are not meeting age appropriate performance standards.	26.38	2,558,635
14010 - Technology		
Provides funding to manage and support the district's technologies including digital learning specialist, instructional, operational resources, equipment and supplies including the District's intranet and telephone systems.	8.00	2,069,083
14020 - Technology: Capital Levy		
Provides funding of technical staff, 1:1 initiative, and technical training of instructional staff.	14.00	3,046,281
15010 - Instructional Development		
Provides the funding for district professional development (PD) to support the acquisition of district learning goals. Includes operational resources, purchased services, equipment, supplies, and building level PD allocations.	0.50	253,224
15020 - Curriculum Development		
Provides the funding for the ongoing development of a comprehensive written curriculum. Also includes operational resources, purchased services, equipment and supplies.	1.49	680,505
15030 - Curriculum Adoptions		
Provides the funding for the purchase of curriculum resources to support delivery of the written curriculum including textbooks, manipulatives, software and software subscriptions.	0.00	600,000
15040 - Assessment Program		
Provides the funding necessary to implement required accountability assessments to monitor student progress toward achievement of academic standards through software fees, purchased services, equipment and supplies.	1.00	280,450
16010 - Board of Education		
Provides the funding for the School Board. Includes School Board stipends, District elections, legal fees and other expenses related to Board initiatives.	7.00	120,251
16020 - Superintendent		
Provides the funding to operate the office of Superintendent of Schools to support the District's mission, vision, and instructional goals.	2.00	561,664

2021 Adopted Budget by Budget Unit

(Staffing and budgeted Full-time Equivalent (FTE) as of June 4, 2020)

Budget Unit with description	2020-2021	
	FTE Sum	Adopted Budget
16030 - Assistant Superintendent		
Provides the funding to operate the office of the Assistant Superintendent of Schools to support the development, operation and evaluation of the district's elementary and secondary instructional programs.	1.50	292,237
16040 - Human Resources		
Provides the funding to support operation of the Human Resources office including advertising, recruiting, hiring, staff development, legal fees, software applications, and compliance requirements.	5.00	716,112
16041 - Workers Comp, Unemployment, & Premiums for Property Casualty Liability Insurance		
Provides the funding to support the District's workers comp, unemployment, and property, casualty liability insurance and contingencies for deductibles.	0.00	1,113,000
16050 - Business		
Provides the funding to operate the school district's business services- including accounting, payroll, and mandatory state and federal reporting.	9.50	1,774,698
16054 - Business - OPEB Implicit Chargeback		
Represents allowable medical, dental, and life insurance costs reimbursable by the district's other postemployment benefits trust.	0.00	(24,828)
16060 - Communications and Marketing		
Provides the funding to the District's communications and marketing initiatives, maintenance of District websites, social networks, publications, etc.	3.00	521,785
16070 - Student Registration and Census		
Provides the funding to operate the school district's student registration, enrollment, and reporting services.	4.00	356,711
17010 - Voluntary Pre-Kindergarten		
Provides the funding to operate the Voluntary Pre-Kindergarten Program.	25.49	1,437,271
17011 - Elementary Administrators		
Provides the funding to operate the elementary principals' offices at each school.	7.00	1,473,179
17012 - Elementary Building Clerical		
Provides the funding to operate the elementary principals' offices at each school.	9.00	653,364
17013 - Elementary EA's		
Provides the funding for various administrative and educational roles at each elementary school.	12.16	242,680
17021 - Secondary Administrators		
Provides the funding to operate the secondary principals' offices at each school.	11.00	2,014,637
17022 - Secondary Building Clerical		
Provides the funding to operate the secondary principals' offices at each school.	15.00	987,687

2021 Adopted Budget by Budget Unit

(Staffing and budgeted Full-time Equivalent (FTE) as of June 4, 2020)

Budget Unit with description	2020-2021	
	FTE Sum	Adopted Budget
17025 - Miscellaneous Stipends		
Provides the funding for miscellaneous stipends and extra hours that are currently not attached to another budget unit.	0.00	54,988
18010 - Student Transportation		
Provides the funding to transport eligible students to and from school including during regular and extended year/day terms.	2.00	4,795,828
19010 - Custodial		
Provides the funding to operate the District's custodial services. Includes supplies, equipment and contracted services.	70.40	5,116,236
19020 - Building, Grounds and Maintenance		
Provides the funding to operate the District's building, grounds and maintenance departments. Includes supplies, equipment and contracted services.	4.50	2,073,212
19030 - Environmental Health and Safety/ADA Compliance		
Provides the funding to operate the District's environmental health and safety department. Includes supplies, equipment and contracted services.	2.60	2,214,366
19040 - Facility Leases		
Provides the funding for the District's facility leases for Diamondhead, 917 leases and Pate	0.00	504,334
19041 - Facility Rental		
Provides the funding for the expenditures related to rental of the District's facilities.	0.00	98,572
19050 - Warehouse and Purchasing		
Provides the funding to operate the school district's warehouse and purchasing departments.	1.50	106,404
19060 - Utilities		
Provides the funding for the District's utilities.	0.00	1,853,819
20010 - School Resource Officers		
Provides the primary funding for school police resource officers for the district's secondary schools.	0.00	228,537
20030 - Safe Schools		
Provides the primary funding for additional supervision at Burnsville High School and Seco	0.00	251,321
21000 - Miscellaneous State and Local Grants		
Provides the primary funding for various grants received outside of Federal and Special Education funding.	0.00	4,590
Grand Total	1010.89	127,825,137

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
01010 - Elem Core Instr Person				
1st Grade Tcr	Edward Neill Elementary	Hayden, Suzanne	0.50	
		Olsen, Laura	1.00	
		Rossini, Catherine L	1.00	
	Gideon Pond Elementary	Odegard, Elisa	1.00	
		Selby, Hannah	1.00	
		Zucollo, Susan R	1.00	
	Harriet Bishop Elementary	Anderson, Megan	1.00	
		Dahl, Sabrina Lynn	1.00	
		Marshall, Debra L	1.00	
	Hidden Valley Elementary	Strowbridge, Staci	1.00	
		Hiebert, Tracy	1.00	
		Kachman, Angela	1.00	
	Rahn Elementary	Langreck, Lori	1.00	
		Gambucci, Ann Marie	1.00	
		Hoins, Dawn	1.00	
	Sky Oaks Elementary	Keuler, Lori J	0.50	
		Ostdiek, Teresa L	1.00	
		Risteau, Jill A	1.00	
	Vista View Elementary	Sands, Anne	1.00	
		Dennis, Teresa L	1.00	
		Ditmarsen, Sandra L	1.00	
	Wm Byrne Elementary	Orlando, Kari R	1.00	
		Simpson, Lisa	0.50	
		Smith, Melissa	1.00	
	2nd Grade Tcr	Edward Neill Elementary	Lamb, Cynthia L	1.00
			Lenton, Tiffany	1.00
		Gideon Pond Elementary	Ambuehl, Jennifer A	1.00
Kleven, Mark A			1.00	
Stoneking, Stacy			1.00	
Harriet Bishop Elementary		Engen, Amy	1.00	
		Jarzyna-ingles, Anne W	1.00	
		Omodt, Jane	1.00	
Hidden Valley Elementary		Schafer, Kristy J	0.50	
		Briggs, Lori A	1.00	
		Horwart, Leslie	0.50	
		Knudsen, Evyenia	1.00	
Rahn Elementary		Tollerud, Teresa Jo	0.50	
		Mathys, Sandra	1.00	
		Plucinak, Jody L	1.00	
Sky Oaks Elementary	Mulder, Lindsey	1.00		

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
2nd Grade Tcr	Sky Oaks Elementary	Schneider, Marisa Lynn	1.00
		Stoltz, Lisa A	1.00
	Vista View Elementary	Gandrud, Jennifer L	1.00
		Steeg, Kimberly Kaye	1.00
	Wm Byrne Elementary	Boche, Sonia R	1.00
		Chamerlik, Karen	1.00
		Kohn, Grace	1.00
		Krzewki, Catherine D	1.00
		Tomala, Crystal M	1.00
3rd GradeTcr	Edward Neill Elementary	Bearth, Luke A	1.00
		Engdahl, Ann Mary	1.00
	Gideon Pond Elementary	Bartling, Meghan	0.50
		Rau, Jessica	1.00
		Traetow, Andrea	1.00
	Harriet Bishop Elementary	Anderson, Melissa	1.00
		Haberlack, Cheryl A	1.00
		Holden, Nichole L	1.00
		Jensen, Leta	1.00
	Hidden Valley Elementary	Andrews, Donna	1.00
		Dwire, Melinda	1.00
		Horwart, Leslie	0.50
		Schlink, Jo	1.00
	Rahn Elementary	Hartl, Aran J	1.00
		Hill, Gary S	1.00
	Sky Oaks Elementary	Jermeland, Meghan M	1.00
		Teien, Joan K	1.00
	Vista View Elementary	Houtman, Jennifer L	1.00
		Ivory, Courtney	1.00
		Kramer, Krista	0.50
	Wm Byrne Elementary	Davidson, Jessica J	0.50
Hanson, Debra A		1.00	
Knutson, Christine		0.50	
Wurdeman, Deb Sue		1.00	
4th Grade Tcr	Edward Neill Elementary	Condon, James F	1.00
		Hovland, Susan C	1.00
	Gideon Pond Elementary	Gallus, Jeffrey	1.00
		King, Dan Austin	1.00
	Harriet Bishop Elementary	Coronis, Stacy S	1.00
		Jordan, Allison A	1.00
		Soruco, Maria R	1.00
		Warmka, Cheri R	0.50

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
4th Grade Tcr	Hidden Valley Elementary	Batterman, Jessica M	1.00
		Lecompte, Emilie	1.00
	Rahn Elementary	Hill, Kari L	1.00
		Tofte, Alissa G	1.00
	Sky Oaks Elementary	Nepsund, Cynthia J	1.00
		Richards, Jesse	1.00
		Schilling, Pam A	1.00
	Vista View Elementary	Dempsey, Jodi Jean	1.00
		Niffenegger, Kamala N	1.00
	Wm Byrne Elementary	Bragg, Kaitlin J	1.00
		Happe, Nicole	1.00
		Walgenbach, Rachel C	1.00
5th Grade Tcr	Edward Neill Elementary	Gilray, Rebecca J	1.00
		Zak, Gloria	1.00
	Gideon Pond Elementary	Farrell, Tracy E	0.50
		Mirs, Laurel	0.50
		Robison, Thomas C	1.00
	Harriet Bishop Elementary	Danner, Andrea L	1.00
		Schmidt-boyles, Dawn	1.00
		Wallenta, Paul S	1.00
	Hidden Valley Elementary	Warmka, Cheri R	0.50
		Birch, Nancy A	1.00
		Peltier, Brad W	1.00
	Rahn Elementary	Schwenn, Jeffrey A	1.00
		Naef, Nathan A	1.00
		Slattery, Cara	1.00
	Sky Oaks Elementary	Berg, Matthew T	1.00
		Bryant, Melanie A	1.00
	Vista View Elementary	Orlenko, Corbin D	1.00
		West, Julie	1.00
	Wm Byrne Elementary	Gant, Sarah M	1.00
		Gierada, Barbara L	1.00
Zupke, Samuel		0.50	
Kindergarten Tcr	Edward Neill Elementary	Allman, Kellie R	1.00
		Lippka, Jonalyn	1.00
		Wagner-smith, Sherry	1.00
	Gideon Pond Elementary	Anderson, Brittney	1.00
		Rollie, Alexis K	1.00
		Trekell, Terese	1.00
	Harriet Bishop Elementary	Berryman, Ashley A	1.00
		Harrold, Stacey L	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Kindergarten Tcr	Harriet Bishop Elementary	Meyer, Tanya L	1.00
		Pavek, Brooke C	1.00
	Hidden Valley Elementary	Finch, Christine M	1.00
		McCroskey, Shari	1.00
		Strahota, Sara J	1.00
		Walby, Molly E	1.00
	Rahn Elementary	Elliott, Rachel R	1.00
		Keuler, Lori J	0.50
		McCarthy, Jennifer	1.00
	Sky Oaks Elementary	Richardson, Sarah	0.50
		Nicholson, Marcia L	1.00
		Preston, Angela	1.00
		Putman, Tanja	1.00
	Vista View Elementary	Ritchie, Jacki Rae	1.00
		Rhinevault, Lynn	1.00
		Tucci, Amy J	1.00
	Wm Byrne Elementary	(blank)	1.00
		Calnon, Jennifer	1.00
Hansmann, Patricia I		1.00	
Lamont, Heidi O		1.00	
Learning Specialist	District-wide	Meisner, Brionna	1.00
		Hendrickson, Caroline	1.00
		Tompach, Tracy J	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE		
02010 - MS Core Instr Personnel					
6th Grade Tcr	Eagle Ridge MS	Barton, Duane	0.83		
		Bohr, Jennifer L	0.50		
		Kraft, Stephen	1.00		
		Mikelson, Teresa	0.50		
		Mosey, Pat	1.00		
		Schroeder, Patricia	0.83		
		Nicollet MS	Cin, Stephanie P	1.00	
			Coronis, Anthony L	0.50	
			Glas, John M	0.50	
			Khamratthanome, Bounthavy	1.00	
	Mulliken, Ashley E		1.00		
	Nemetz, Scott		1.00		
	Peterson, Christine K		1.00		
	Ring, Katlin		1.00		
	Sawdey, Mary E		1.00		
	Webster, Susan M		0.50		
	(blank)	1.00			
	Lang Arts Tcr	Eagle Ridge MS	Anderson, Kristen L	0.50	
			Blair, Michael E.	0.83	
			Elward, Lucius P	0.69	
Flynn, Catherine T			0.83		
Moran, Molly K			0.83		
Parkinson, Jacquelyn R			0.83		
(blank)			0.17		
(blank)			0.33		
Nicollet MS			Grandgenett, Katie L	1.00	
		Hansen, William C	1.00		
		Islam, Tasia	0.83		
		Nemeth, Heather	1.00		
		Orth, Steven D.	1.00		
		Salad, Hawa D	1.00		
		Sorensen, Brad	1.00		
		Math Tcr	Eagle Ridge MS	Czapar, Ryan J	0.50
				Drutowski, Alison	0.83
Grueneich, Janelle				0.50	
Isaacson, Melissa J	0.50				
Nelson, Michelle L	0.83				
Wysocki, Steven J	0.50				
Nicollet MS	Amundson, Jane E		0.60		
	Geddes, Richard W		0.50		

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Math Tcr	Nicollet MS	Van Hoorn, Kirsten	0.50
		(blank)	0.73
PLTW	Nicollet MS	Beckmann, Emily C	0.27
Science Tcr	Eagle Ridge MS	Beckmann, Emily C	0.33
		Hammer, Jeffrey	1.00
		Johnson, Cory Charles	0.33
		Lundahl, Timothy	1.00
		Meyer, Chad	1.00
	Nicollet MS	Beckmann, Emily C	0.40
		Pettinelli, Stephen M	1.00
		Pieper, Jill	1.00
		Wickenhauser, Kiersten L	1.00
Soc Stu Tcr	Eagle Ridge MS	Klubberud, Michael	1.00
		Simmons, Sean D	0.67
		Yager, Amy	1.00
	Nicollet MS	Elfering, Jean	1.00
		Iverson, Adam	1.00
		Schweim, Robert W	1.00
		Simmons, Sean D	0.33
World Lang Tcr	Eagle Ridge MS	Anderson, Janelle D	0.30
	Nicollet MS	Blazquez, Javier	0.30

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
03010 - HS Core Instr Personnel			
Avid Tcr	Burnsville HS	Ohama, Hayley C	0.20
		Waller, Jennifer	0.30
BEA President	District-wide	Wuensch, Wendy Drugge	1.00
Dance Tcr	Burnsville HS	Waller, Jennifer	0.20
Lang Arts Tcr	Burnsville HS	Burke, Katie J	1.00
		Burnham, Charles F	1.00
		Christy, Danielle H	0.60
		Connell, Paul J	1.00
		Dyrhaug, Michelle	1.00
		Eggers, Sheana	1.00
		Foldenaur, Holly A	1.00
		Hansen, Marie C	1.00
		Millea, Allison B	1.00
		Ohama, Hayley C	0.80
		Rudolph, Roxanne J	1.00
		Staum, Anne C	1.00
		Stead, Amy Jo	0.20
		Waller, Jennifer	0.40
		Webber, Gloria M	1.00
		(blank)	0.60
		Math Tcr	Burnsville HS
Christian, David	0.80		
Croatt, Charles C	1.00		
Delmont, Brooke	1.00		
Gehrke, Andrew R	0.80		
Gomer-Weyh, Jenna M	0.80		
Harrod, Kim N	0.80		
Kuziej, Janet L	1.00		
Meuser, Teresa	1.00		
Nelson, Amy	1.00		
Noss, Jean	0.60		
Quamme, David R	1.00		
Vogt, Kendra M	0.80		
Science Tcr	Burnsville HS	Aamodt, William P	0.80
		Bane, Deanna S	1.00
		Blandin, Melissa	1.00
		Davidson, Elizabeth A	0.60
		Douglas, Lori	1.00
		Gehrke, Andrew R	0.20
		Hoeschen, Kerry	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Science Tcr	Burnsville HS	Holt, Clayton B	0.80
		Huber, Jon Alan	1.00
		Huemoeller, Michael T	0.80
		Johnson, Cory Charles	0.67
		Morgan, William E	1.00
		Weightman, Elizabeth C	1.00
		(blank)	0.20
Soc Stu Tcr	Burnsville HS	Aars, Kristina	1.00
		Bousu, Mollie J	0.90
		Coleman, Colleen M	1.00
		Engelhardt, William T	1.00
		Eppen, Matthew W	1.00
		Graff, Jenn	1.00
		Jensen, Jennifer	1.00
		McDevitt, Paul David	1.00
		Milinovich, Chris M	1.00
		Moffitt, Leslie Allan	0.80
		Silberman, Kevin	1.00
		Strand, Nate R	1.00
		Van Schoonhoven, Katherine	1.00
		Wending, Kathryn	1.00
		World Lang Tcr	Burnsville HS
Barry, Amber Leigh	1.00		
Blazquez, Javier	0.70		
Dundon, Mary Lou	1.00		
Holcombe, Sara J	0.60		
		Lehner, Timothy	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
04010 - K12 PhyEd/Art/Math/Music				
Art Tcr	Burnsville HS	Braun, Catherine A	0.20	
		Buckrey, Susan E	1.00	
		Kegley, Robyn E	1.00	
		Soley, Nicole D	1.00	
	Eagle Ridge MS	Weilandgruber, Elizabeth	0.92	
		Edward Neill Elementary	Knott, Kelly S	0.50
		Schrivier, Mara C	0.25	
	Gideon Pond Elementary	Schrivier, Mara C	0.75	
	Harriet Bishop Elementary	(blank)	1.00	
	Hidden Valley Elementary	Merkel, Sara A	1.00	
	Nicollet MS	Braun, Catherine A	0.17	
		Wilson, Kacie L	1.00	
	Rahn Elementary	(blank)	0.75	
	Sky Oaks Elementary	Irmiter, Micayla M	0.75	
	Vista View Elementary	Irmiter, Micayla M	0.25	
		Knott, Kelly S	0.50	
	Wm Byrne Elementary	Vo, Kelly Rae	1.00	
	Band Tcr	Burnsville HS	French, Keith J	1.00
			Holmes, Molly	1.00
		Eagle Ridge MS	Armstrong, Nicholas G	0.51
Nicollet MS	Bakken, Ann	0.50		
Music Tcr	Edward Neill Elementary	Buck, Rebecca L	0.25	
		Tranby, Bonnie K.	0.50	
	Gideon Pond Elementary	Buck, Rebecca L	0.75	
	Harriet Bishop Elementary	Geesman, Garrett D	1.00	
	Hidden Valley Elementary	Wood, Kimberly R	1.00	
	Rahn Elementary	Lucius, Rachel H	0.75	
	Sky Oaks Elementary	(blank)	0.75	
	Vista View Elementary	Lucius, Rachel H	0.25	
		Tranby, Bonnie K.	0.50	
	Wm Byrne Elementary	Langsjoen, Sonja	1.00	
	Phy Ed Tcr	Burnsville HS	Johnson, Ronna E	0.50
			Reuss, Eric	1.00
Riggs, Mark D			1.00	
Stachowski, Susan C			1.00	
Van Der Woude, Loralie			1.00	
Van Der Woude, Mark			1.00	
Varpness, Vincent C			0.60	
Eagle Ridge MS			Brown, Christopher M	0.34
			Hermes, Shelley	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Phy Ed Tcr	Eagle Ridge MS	Pearson, Chad W	1.00
	Edward Neill Elementary	Dungey, Nate	0.25
		Fritz, Kimberly A	0.50
		Sweeney, Michael J	0.25
	Gideon Pond Elementary	Dungey, Nate	0.75
	Harriet Bishop Elementary	Loesch, Jake	1.00
	Hidden Valley Elementary	Shelden, Jon	1.00
	Nicollet MS	Brown, Christopher M	0.66
		Johnson, Ronna E	0.50
		Scholl, Mick G	1.00
		Varpness, Vincent C	0.40
	(blank)		0.66
	Rahn Elementary	Sweeney, Michael J	0.75
	Sky Oaks Elementary	Ceola, Mike	0.75
	Vista View Elementary	Ceola, Mike	0.25
		Fritz, Kimberly A	0.50
	Wm Byrne Elementary	Mckane, Michelle M	1.00
Strings Tcr	Burnsville HS	Kosloski, Scott	0.20
	Eagle Ridge MS	Armstrong, Nicholas G	0.49
		Nimchuk, Sarah T	0.17
	Nicollet MS	Kosloski, Scott	0.80
		Nimchuk, Sarah T	0.47
Vocal Tcr	Burnsville HS	Nimchuk, Sarah T	0.20
		Schmeichel, Jaclyn C	1.00
	Eagle Ridge MS	(blank)	0.66
	Nicollet MS	Bakken, Ann	0.50

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
06000 - Medical Careers Personnel			
Health Care Tcr	Burnsville HS	Werner-Dempsey, Anne	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
06010 - FACS Instr Personnel			
Facs Tcr	Burnsville HS	Asfeld, Beth M	1.00
		Deutsch, Matt R	1.00
		Eichten, Heidi J	1.00
		Spies, Gabrielle	1.00
	Eagle Ridge MS	Borden, Paige M	1.00
	Nicollet MS	Holman, Sandra L	0.42
		Ruzichka, Laurie	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
06020 - Trade Instr Ed Personnel			
Ind Tech Tcr	Burnsville HS	Patrie, Orion D	0.80
		Tesmer, Russell	1.00
		Wolf, Nicholas	1.00
PLTW	Eagle Ridge MS	Brady, Steve	1.00
	Nicollet MS	Paetzold, Robert James	1.00
		Patrie, Orion D	0.20

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
06030 - Career & Technical Personnel			
Work Exp Tcr	Burnsville Alternative HS	Bates, Daniel W	0.90

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
06040 - Business Ed Personnel			
Business Tcr	Burnsville HS	Carroll, Michele	1.00
		Drahos, Cynthia	1.00
		(blank)	0.70
	Nicollet MS	(blank)	0.30

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
06050 - Partnership Burnsville Pro			
Dir Strategic Partnerships	Diamondhead	Funston, Kathy L	0.27
			0.73

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
07010 - K12 Media Serv Support			
EA Media Support	Edward Neill Elementary	Scheuneman, Kristen Joy	0.59
	Gideon Pond Elementary	Butorac, Melanie A	0.59
	Harriet Bishop Elementary	Becker, Sarah J	0.59
	Hidden Valley Elementary	Schatzlein, Rachel	0.59
	Rahn Elementary	Burrill, Sarah	0.59
	Sky Oaks Elementary	Berge, Kristy K	0.59
	Vista View Elementary	Cermak, Barbara L	0.59
	Wm Byrne Elementary	Engberg, Denise G	0.59
Media Specialist	Burnsville HS	Oie, Roger	1.00
	Eagle Ridge MS	Galland, John	1.00
	Nicollet MS	Meyer, Nancy L	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
07020 - K12 Gifted Talented Support			
Advanced Learning	Edward Neill Elementary	Petrella, Sara M	0.50
	Harriet Bishop Elementary	Huber, Erin	0.50
	Hidden Valley Elementary	Huber, Erin	0.50
	Rahn Elementary	Petrella, Sara M	0.50
	Vista View Elementary	Podratz, Ann Marie	0.50
	Wm Byrne Elementary	Podratz, Ann Marie	0.50

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
07030 - K12 Guidance Serv Support			
College & Career Specialist	Burnsville HS	Sexton, Marcia	1.00
Counselor	Burnsville HS	Akerson, Rebecca D	1.00
		Harrison, Phillip Scott	1.00
		Henderson, Michelle A	1.00
		Markham, Angela L	1.00
		Marshall, Veronica Jean	1.00
		Soderholm, John	1.00
	Eagle Ridge MS	Haugo, Marin E	1.00
		Russell, Desha S	1.00
	Nicollet MS	Hemmah, Katy M	1.00
		Quinn, Katie M	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
07040 - DEANS			
Dean	Burnsville HS	Dunbar, Niaka T	1.00
		Meyer, Joseph	1.00
	Eagle Ridge MS	Drugg, Matthew S	1.00
		(blank)	1.00
	Nicollet MS	Meyer, Ryan C	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
07060 - ESL			
ESL Tcr	Burnsville Alternative HS	Durand, Kim	1.00
		Burnsville HS	1.00
	Burnsville HS	Friendt, Andrea Lynn	1.00
		Guither, Catherine	1.00
		Lorincz, Kristen L	1.00
		Moren, Kimberly J	1.00
		Moukrim, Mina	1.00
		Parent, Andrea J	1.00
		Persons, Melissa B	1.00
	Eagle Ridge MS	Winterlin, Jeffrey	1.00
		Blair, Frances M.	1.00
		Gregory, Amanda	1.00
	Edward Neill Elementary	O'brien, Brianna	1.00
		Daly, Julie	1.00
		Moran, Ryan W	1.00
	Gideon Pond Elementary	Musa-agboneni, Kari	1.00
		Beeninga, Jane	1.00
		King, Kristen	1.00
	Harriet Bishop Elementary	Blom, Anne E	1.00
		Kessler, Cecilia	1.00
		McKinney, Margo	1.00
	Hidden Valley Elementary	Phillips, Maria	1.00
		Cadwell, Ann M	1.00
		Cullison, Caroline E	1.00
	Nicollet MS	Michels, Christine	1.00
		Proctor, Beth	1.00
		Abdullahi, Sacdiyo J	1.00
		Barnes, Monet M	1.00
		Gonzalez, Megan	1.00
	Rahn Elementary	Kermes, Katherine M	1.00
		Olson, Amy	1.00
	Sky Oaks Elementary	Arias, Angela Joy	1.00
		Olson, Kimberly Lenora	1.00
Vista View Elementary	Jones, Noelle	1.00	
	King, Hannah	1.00	
	Rippenburg, Wendy A	1.00	
Wm Byrne Elementary	Carlson, Lisa M	1.00	
	Thompson, Saloua	1.00	
	Zimmerman, Kara J	1.00	
Wm Byrne Elementary	Benson, Briana M	1.00	
	Johnson, Ashley	1.00	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
ESL Tcr	Wm Byrne Elementary	Limberg, Mindi L	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
09010 - Spec Ed Salaries/Bene			
Ace L3 Secretary	BES Transition Services	Tanberg, Teri L	1.00
	ECSE	Gries, Brenda J	1.00
		Willenburg, Joanna	0.50
Ace L4 Admin Asst/Specialist	Diamondhead	Reisinger, Tonette A	1.00
		Struck, Julie	1.00
Assistive Tech Tcr	District-wide	Nelson, Katie L	1.00
Behavior Analyst	District-wide	Czapar, Kelly N	0.90
		Ewert, Casey B	0.90
		Hassan, Rahma	0.88
Cultural Liaison	ECSE	Riveros, Anna-maria	0.50
Dape	District-wide	Opatz, Larry	1.00
Dir Special Ed	Diamondhead	White, Stephanie C	0.50
ECSE Tcr	ECSE	Albersheim-carter, Marcina	1.00
		Blomquist, Stephanie	1.00
		Blood, Kelsey Jo	1.00
		Campbell, Loretta	1.00
		Clancy, Carissa	1.00
		Cloutier, Dana	0.60
		Ebenhoh, Teegan M	1.00
		Erbes, Sarah L	1.00
		Himrich, Joanne	1.00
		Kim, Hyun Ae	1.00
		Melquist, Michelle	1.00
		Nelson, Katherine	1.00
		Nelson, Tara A	0.80
		Ness, Karen M	1.00
		Niemiec, Alicia	1.00
		Orlich-Sullivan, Megan	1.00
		Spaulding, Sheila J	0.80
		Thompson, Hye Jeong	0.80
		Yost, Molly M	1.00
			(blank)
Learning Specialist	Edward Neill Elementary	Kugler, Julie	1.00
	Gideon Pond Elementary	Farrell, Tracy E	0.50
		Macnaughton, Laura	0.50
	Harriet Bishop Elementary	Morlock, Katie R	1.00
	Hidden Valley Elementary	Collins, Leanne	1.00
		Nurmela, Crystal	0.75
	Sky Oaks Elementary	Cunnien, Laurie A	0.75
		Ruhland, Maria	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
Learning Specialist	Vista View Elementary	Crawford, Cynthia Y	0.75	
		Harves, Nicole R	0.25	
Nurse - LPN	Wm Byrne Elementary	Hanson, Lisa	1.00	
	District-wide	Exley, Amanda	0.35	
Nurse - LSN	Edward Neill Elementary	Wittenkeller, Jane E	1.00	
	Burnsville HS	Beaulieu, Kourtney A	0.40	
	District-wide	Bien, Bernadette L	1.00	
	Eagle Ridge MS	Eilertson, Jane Ann	0.67	
	Edward Neill Elementary	Nagy, Jo Ann	0.40	
	Gideon Pond Elementary	Cozad, Patricia M	0.16	
	Harriet Bishop Elementary	Baggot, Lynn	0.20	
	Hidden Valley Elementary	Baggot, Lynn	0.05	
	Nicollet MS	Waldron, Sheli	0.59	
	Rahn Elementary	Stinson, Katrina L	0.04	
	Sky Oaks Elementary	Cozad, Patricia M	0.36	
	Vista View Elementary	Nagy, Jo Ann	0.60	
	Wm Byrne Elementary	Stinson, Katrina L	0.64	
	Nurse - RN	Burnsville HS	Robison, Kim A	1.00
		Harriet Bishop Elementary	Scoville, Jennifer	0.80
Wm Byrne Elementary		Scoville, Jennifer	0.20	
Occ Therapist	District-wide	Cesaro-Moxley, Rachel L	0.50	
		Kolstad, Michele M	1.00	
		Navarro, Rachel	1.00	
		Roeske, Melissa L	1.00	
		ECSE	Erickson, Kayla M	1.00
	Phy Ed Tcr	District-wide	Robole, Vicki M	1.00
			Holden, Matt J	1.00
	Physical Therapist	District-wide	Lian, Jocelyn M	1.00
	Psychologist	BES Transition Services	Nierengarten, Brianna L	0.20
			Burnsville HS	Nierengarten, Brianna L
Eagle Ridge MS		(blank)	1.00	
		Alvey, Heather	1.00	
		Kral, Melissa M	0.20	
ECSE		Kennedy, Jennifer K	0.60	
		Petersen, Holly M	0.80	
Edward Neill Elementary		Otto, Caron	0.50	
Gideon Pond Elementary		Otto, Caron	0.50	
Harriet Bishop Elementary		Lautigar-beutz, Julie	0.50	
Hidden Valley Elementary		Komar, Karen K	0.50	
Nicollet MS		Kral, Melissa M	0.80	
		Krylova, Anna V	1.00	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
Psychologist	Rahn Elementary	Lautigar-beutz, Julie	0.50	
	Sky Oaks Elementary	Schultz, Holly	0.50	
	Vista View Elementary	Roehl, Peter A	0.50	
	Wm Byrne Elementary	Roehl, Peter A	0.50	
Social Worker	Burnsville HS	Hewett, Thomas	0.35	
		Morrissey, Michelle M	0.35	
	Eagle Ridge MS	McDowell, Morgan	0.35	
	ECSE	Reichert, Kristen K	0.35	
	Edward Neill Elementary	Chesla, Patrick J	0.35	
	Gideon Pond Elementary	Khalif, Abdullahi M	0.35	
	Harriet Bishop Elementary	Koch, Rebecca M	0.35	
	Hidden Valley Elementary	Gauer-Kloos, Megan	0.35	
	Nicollet MS	Knaeble, Kelly L	0.35	
		Mains, Kristin E	0.35	
	Rahn Elementary	Keller, Katie	0.35	
	Sky Oaks Elementary	Bruns, Brittany G	0.35	
	Vista View Elementary	(blank)	0.35	
	Wm Byrne Elementary	(blank)	0.35	
Sped Ea	BES Transition Services	Anderson, Cheryl L	0.88	
		Engstrom, Heather L	0.88	
		Finch, Jeanne	0.88	
		Frank, Sharon M	0.88	
		Goodling, Beverly	0.88	
		Payne, Barbara	0.88	
		Tousignant, Kare-kathleen K	0.88	
		Burnsville HS	Aamodt, April D	0.88
			Abdilahi, Hayat A	0.88
			Adrian, Jann L	0.88
	Ahmed, Amina		0.88	
	Andreasen, Arnold		0.88	
	Bocklund, Timothy		0.88	
	Bowen, Cassandra J		0.88	
	Chroust, Vicki		0.88	
	Dixon, Dave T		0.88	
	Garvis, Angela N		0.88	
	Greiner, Jodell	0.88		
	Holtan, Helen	0.88		
	Kaytor, Linda K	0.88		
Kinsella, Joe	0.88			
Kolumbus, Ryan C	0.88			
Larson, Janet Anne	0.88			

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Sped Ea	Burnsville HS	Lorig, Diane	0.88
		Martinson, Joni	0.88
		Nelson, Mark W	0.88
		Nowlan, Travis M	0.88
		Porter, Matthew J	0.88
		Ray, Stephen	0.88
		Robles, Michelle R	0.88
		Smidt, Holly B	0.88
		Wolff, Denise	0.88
		Eagle Ridge MS	Bringgold, Debbie
	Fairchild, Lindsey		0.94
	Gillis, Cindy M		0.94
	Hey, Linda L		0.94
	Hoffman, Eric E		0.94
	Mccray, Sharon		0.94
	Murray, Cathleen H		0.94
	Ruiz, Winston V		0.94
	Schwarz, Darcie N		0.94
	Zeimet, Karlie		0.94
	ECSE	Artiga-rosa, Patricia	0.81
		Bachmeier, Michelle M	0.81
		Eisenberg, Rachelle L	0.81
		Hilchey, Linda M	0.81
		Hussein, Hamdi	0.81
		Johnson, Karen A	0.81
		Jungers, Gail	0.81
		Kantor, Nancy M	0.81
		Painter, Terri Lynn	0.81
		Schroeder, Gina M	0.81
	Edward Neill Elementary	Smith, Brittny	0.81
		Walterson, Kristen A	0.81
		Abdallah, Hibo Saad	0.91
		Casler, Marcy	0.91
		Herman, Linda R	0.91
		Kuhlman, Susan M	0.91
		Paul, Marina	0.91
Pofahl, Janell C		0.91	
Rockett, Joan		0.91	
Wilson, Danelle P		0.91	
Gideon Pond Elementary	(blank)	0.91	
	Amegbleame, Coudjo	0.91	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Sped Ea	Gideon Pond Elementary	Dahir, Hamdi A	0.91
		Hendrickson, Lisa	0.91
		Terfehr, Diane C	0.91
		Theis, Rachael L	0.91
		Weatherford, Andrea M	0.91
	Harriet Bishop Elementary	Adamson, Kimberly S	0.91
		Carney, Catherine	0.91
		Chhen, Kuoy L	0.91
		Hickerson, Karen A	0.91
		Jones, Rebecca E	0.91
		Keirstead, Amy	0.91
		Mathews, Heather L	0.91
		Mcguire, Rebecca L	0.91
		Meyman, Whitney	0.91
		Spott, Anne B	0.91
		Weber, Robert D	0.91
		Hidden Valley Elementary	Datres, Susan
	Davila, Ruth E		0.91
	Ibrahim, Hodan		0.91
	Jones, Jean		0.91
	Kienitz, Darlys		0.91
	Peterson, Kim L		0.91
	Sanz, Margaret M		0.91
	Spohn, Patcharee		0.91
	Twardoski, Ruthann		0.91
	Ulrich, Kimberly A		0.91
	Nicollet MS	Adam, Sile Y	0.94
		Ashley, James M	0.94
		Barr, Sarah B	0.94
		Felton, Michelle M.	0.94
		Gysland, Neal	0.94
		Hoffman, Jada L	0.94
Kaufman, Margaret M		0.94	
Miskiewicz, Kelly A		0.91	
Needham, Diane M		0.94	
Neptuno-temozan, Julio		0.94	
Olson, Pamela S		0.94	
Payne, Debra K		0.94	
Reeves, Jonathan K		0.94	
Soucek, Mary L		0.94	
Thompson, Robert L		0.94	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
Sped Ea	Nicollet MS	White, Ruthann	0.91	
		Rahn Elementary	Droege, Sheryl L	0.91
	Rahn Elementary	Ho, Linda S	0.91	
		Raichert, Sarah	0.91	
		Reuter, Lisa L	0.91	
		Sarhan, Sabah	0.91	
		Stusse, Sarah	0.91	
		Wegner, Lisa L	0.91	
		(blank)	0.94	
		Sky Oaks Elementary	Boldt, Julie A	0.91
			Ford, Yannick J	0.91
			Kegley, Renee C	0.91
			King, Samantha F	0.91
			Mohamud, Fauzia T	0.91
			Okerstrom, Michelle K	0.91
			Ruiz, Jessica	0.91
			Santos, Laura	0.91
	Schiller, Lori L		0.91	
	Spaulding, Kristie		0.91	
	Vista View Elementary	Sponsel, Kay	0.91	
		Auge, Elizabeth	0.91	
		Boekhoff, Melissa M.	1.00	
		Brown, Ruth	0.91	
		Hall, Jennifer J	0.91	
		Kuskayeva, Irina V	0.91	
		Latourelle, Sandra E	0.91	
		Meitrodt, Kathleen M	0.91	
		Ringger, Tracy A	0.91	
		Roark, Kari L	0.91	
	Wm Byrne Elementary	Warren, Haley M	0.91	
		Anderson, Barbara J	0.91	
		Freeman, Tammy S	0.91	
		Godfrey, Cintra L	0.91	
Klofstad, Bryana M		0.91		
Koechlein, Laurie Leeanne		0.91		
Mohamed, Malika J		0.91		
Nolte, Diane M		0.91		
O'donnell, Joseph J		0.91		
Simpson, Dawn		0.91		
Theyson, Brenda	0.91			
(blank)	0.91			

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
Sped Supervisor	Diamondhead	Middendorf, Jennifer L	1.00	
		Piotrowski, Amy	1.00	
		Smith, Jackie J	1.00	
		Thompson, Dana K	1.00	
Sped Tcr	BES Transition Services	Anderson, Kasey D	1.00	
		Bunkers, Kathleen K	0.20	
		Chrissis, Erik R	1.00	
		Schmidtke, Angila R	0.50	
		Seamen, Michelle A	1.00	
		Burnsville Alternative HS	Morris, Angela J	1.00
	Burnsville HS		Anderson, Carly	1.00
			Brennan, Carol Ann	1.00
			Bunkers, Kathleen K	0.80
			Canton, Emilie J	1.00
			Cox, Kelly J	1.00
			Eiler, Elizabeth P	1.00
			Gonnella, Mark P	1.00
			Grant, Cara	1.00
			Jenquin, Marielle R	1.00
			Kappel, Genevieve N	1.00
			Kibler, Christian D	1.00
			Knox, Jacob M	1.00
			McCool, Molly	1.00
		McMahon, Vincent De	1.00	
	Nelson, Emily A	1.00		
	Neuer, Michelle E	1.00		
	Roark, Kim J	1.00		
	Serig, Bridget P	1.00		
	Smith, Ashley	1.00		
	Tousignant, Annette S	1.00		
	Walker, Ryan M	1.00		
	Webber, Jeffrey	1.00		
	Workman, Carolyn J	1.00		
	(blank)	1.00		
Eagle Ridge MS	Byrne, Edward	1.00		
	Chouanard, Mary E	1.00		
	Hall, Kristina	1.00		
	Hermansen, Laura J	1.00		
	Miller, Jill Elizabeth	0.50		
	Nash, Derek B	1.00		
Pope, Robert J	1.00			

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Sped Tcr	Eagle Ridge MS	Tower, Chadwick R	1.00
		Williams, Elizabeth	1.00
	Edward Neill Elementary	Bing, Dena M	1.00
		Discher, Tracy L	1.00
		Sieben, Jenna K	1.00
		Sullivan, Jodi L	0.50
		(blank)	1.00
	Gideon Pond Elementary	Fechner, Susan	0.50
		Lynch, Molly	1.00
		Tucker, Emily A	1.00
		Tushie, Patricia	1.00
	Harriet Bishop Elementary	Hassler, Hannah E	1.00
		Logan, Kari M	0.50
		Pred, Renee R	0.50
		(blank)	1.00
	Hidden Valley Elementary	Biagi, Louis	1.00
		Miller, Erin M	1.00
		Pettes, Julie A	1.00
		Richter, Lindsay M	0.50
		Sullivan, Jodi L	0.50
		Umhoefer, Taylor M	1.00
		(blank)	1.00
	Nicollet MS	Bell, Angela	1.00
		Blons, Liane M	1.00
		Ferguson, Antanaya S	1.00
		Fredricks, Joel J	1.00
		Geditz, Randall J	0.50
		McCue, Michelle	1.00
		Rappe, Brian	1.00
		Scheit, Andrea	1.00
		Schroeder, Jean M	1.00
		Tetzloff, Mitzi R	1.00
		Tillman, Megan	1.00
(blank)		1.00	
Rahn Elementary	Branch, Nancy C	1.00	
	Fechner, Susan	0.50	
	Lauer, Lisa N	1.00	
	Zwicke, Kayla M	1.00	
Sky Oaks Elementary	Crespin, Jason C	1.00	
	Hansen, Amy	1.00	
	Hanson, Amy E	1.00	
	Logan, Kari M	0.50	
	Mohamoud, Farhan A	1.00	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
Sped Tcr	Sky Oaks Elementary	Tangney, Amy K	0.50	
	St. John's	Brandon, Debra	0.40	
	Vista View Elementary	Peterson, Julie A	1.00	
		Santele, Layne A	1.00	
		Trisko, Mary	1.00	
		Woods, Megan M	1.00	
		Zondag-Hamer, Kimberly	0.50	
		Wm Byrne Elementary	Henrich, Sarah L	1.00
	Saba, Jessica		1.00	
	Schemenauer, Jennifer S		1.00	
	Tesch, Kayla M		1.00	
	Zondag-Hamer, Kimberly		0.50	
	Speech Tcr	Burnsville HS	Barnes, Cherise C	0.75
Eagle Ridge MS		Oscarson, Kristi R	1.00	
		ECSE	Barth, Tami Rae	1.00
Jordan, Joanna			1.00	
Neal, Bryeny B			1.00	
Niesen, Elizabeth A			1.00	
Vodnick, Sarah A			1.00	
Woodcock, Sue M			0.80	
Edward Neill Elementary			Jamison, Darcie L	1.00
Gideon Pond Elementary			Hjermstad, Heather	1.00
Harriet Bishop Elementary		Meulebroeck, Susanne	0.50	
Hidden Valley Elementary		Spoden, Annemarie	0.50	
Nicollet MS		Brinkman, Carole I	0.50	
		Schlichting, Catherine	0.50	
Rahn Elementary		Klinnert, Elizabeth	1.00	
Sky Oaks Elementary		Faust, Danielle M	1.00	
Vista View Elementary		Goldsmith, Emily R	1.00	
Wm Byrne Elementary		Kibler, Jeanne	1.00	
Work Exp Tcr		BES Transition Services	Erickson, Shelly L	1.00
		Burnsville HS	Levinski, Sarah A	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
10010 - ALC/At Risk Programming				
6th Grade Tcr	Eagle Ridge MS	Barton, Duane	0.17	
		Bohr, Jennifer L	0.50	
		Mikelson, Teresa	0.50	
		Schroeder, Patricia	0.17	
	Nicollet MS	Coronis, Anthony L	0.50	
		Glas, John M	0.50	
		Webster, Susan M	0.50	
		(blank)	1.00	
		(blank)	1.00	
		(blank)	1.00	
Academic Enrichment Coord	Diamondhead	(blank)	1.00	
Ace L3 Secretary	Burnsville Alternative HS	Ho-Buttleman, Staci	1.00	
Ace L4 Admin Asst/Specialist	Diamondhead	Odowa, Huda Y	1.00	
Art Tcr	Burnsville Alternative HS	Braun, Catherine A	0.50	
CE Coordinator 3	Hidden Valley Elementary	Dudley, Martha Viczian	0.20	
	Sky Oaks Elementary	Konopa, Stacey	0.20	
	Wm Byrne Elementary	Kristjanson, Jeanine	0.20	
CE Coordinator I	Community Ed	Harris, Jordan	0.65	
		Ullrich, William D	0.20	
	Edward Neill Elementary	Hinrichsen, Kyle	0.18	
	Rahn Elementary	Berge, Sara K	0.18	
	Sky Oaks Elementary	Waggoner, Hayley M	0.09	
	Vista View Elementary	(blank)	0.20	
	Sky Oaks Elementary	Tucker, Tristyn R	0.15	
	Burnsville Alternative HS	Hendricks, Scheress	0.50	
	Burnsville Alternative HS	Benzahra, Naoual	0.88	
	Lang Arts Tcr	Burnsville Alternative HS	Bergman, Anna T	0.50
Meilleur, Stephanie J			1.00	
Sloneker, Angela			1.00	
Anderson, Kristen L			0.50	
Blair, Michael E.			0.17	
Eagle Ridge MS		Elward, Lucius P	0.15	
		Parkinson, Jacquelyn R	0.17	
		(blank)	0.33	
		Nicollet MS	Schmidt, Jennifer R	1.00
		Smolke, Angela S	0.50	
Math Tcr		Burnsville Alternative HS	Lotze, Timothy	1.00
			Mueller, Sarah K	1.00
		Eagle Ridge MS	Czapar, Ryan J	0.50
			Drutowski, Alison	0.17
			Grueneich, Janelle	0.50
		Isaacson, Melissa J	0.50	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Math Tcr	Eagle Ridge MS	Nelson, Michelle L	0.17
		Wysocki, Steven J	0.50
	Nicollet MS	Benson, Ross S	1.00
		Dippel, Jessica C	1.00
		Funches, Monique Roy	1.00
		Geddes, Richard W	0.50
		Van Hoorn, Kirsten	0.50
		(blank)	1.00
Phy Ed Tcr	Burnsville Alternative HS	Morrissey, Kevin P	1.00
Principal	Burnsville Alternative HS	Ronn, Kelly J	0.02
			0.12
			0.84
Science Tcr	Burnsville Alternative HS	Engelhardt, Angela C	1.00
		Soderholm, William Eric	1.00
Soc Stu Tcr	Burnsville Alternative HS	Bates, Daniel W	0.10
		Bergman, Anna T	0.50
		Hill, Amy	0.90
		Kirchner, Amy	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
10030 - K-12 Nursing Hlth Serv			
EA Health	Burnsville HS	Hansen, Sarah J	0.91
	Gideon Pond Elementary	Stene, Barbara	0.91
	Rahn Elementary	Gaddy, Keshia	0.91
	Sky Oaks Elementary	Luth, Donita	0.37
	Vista View Elementary	Luth, Donita	0.54
Nurse - LPN	District-wide	Exley, Amanda	0.65
Nurse - LSN	Burnsville HS	Beaulieu, Kourtney A	0.60
	Eagle Ridge MS	Eilertson, Jane Ann	0.33
	Gideon Pond Elementary	Cozad, Patricia M	0.24
	Harriet Bishop Elementary	Baggot, Lynn	0.60
	Hidden Valley Elementary	Baggot, Lynn	0.15
	Nicollet MS	Waldron, Sheli	0.41
	Rahn Elementary	Stinson, Katrina L	0.16
	Sky Oaks Elementary	Cozad, Patricia M	0.24
	Wm Byrne Elementary	Stinson, Katrina L	0.16

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
11020 - 9-12 Athletics			
Ace L4 Admin Asst/Specialist	Burnsville HS	Riggs, Jeanine L	1.00
Dir Activities	Burnsville HS	Paek, Guillaume J	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
12010 - F401 Fed Title I			
1st Grade Tcr	Vista View Elementary	Loran, Kerianne N	1.00
3rd GradeTcr	Gideon Pond Elementary	Bartling, Meghan	0.50
	Wm Byrne Elementary	Davidson, Jessica J	0.50
4th Grade Tcr	Hidden Valley Elementary	Ertl, Abby	0.50
5th Grade Tcr	Hidden Valley Elementary	Ertl, Abby	0.50
Ace L3 Secretary	Diamondhead	Linder, Kathryn	1.00
EA Level 3	Edward Neill Elementary	Hernandez, Olga C	0.94
	Gideon Pond Elementary	Abdi, Rahima A	0.50
		Nur, Ifrah H	0.50
	Hidden Valley Elementary	Skahen, Lori L	0.75
	Kindergarten Tcr	Rahn Elementary	Richardson, Sarah
Learning Specialist	Edward Neill Elementary	Herkenhoff, Patty Ann	0.50
	Harriet Bishop Elementary	Schafer, Kristy J	0.50
	Hidden Valley Elementary	Chisaka, Bridget N	1.00
		Nurmela, Crystal	0.25
	Sky Oaks Elementary	Cunniën, Laurie A	0.25
		Lindell, Michelle M	0.25
Prugh Ploehn, Kathryn A		1.00	
Sisa Coordinator	Wm Byrne Elementary	Knutson, Christine	0.50
	Diamondhead	Gulden, Janet	0.80
		Van Osdel, Bethany A	0.49
Title 1 Tcr	St. John's	Holcombe, Sara J	0.40
		Pfeiffer, Donna M	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
12020 - F414 Fed Title II Part A			
ESL Coordinator	District-wide	Kreie Arago, Maria	0.25
Sisa Coordinator	Diamondhead	Becquer, Frances	1.00
		Van Osdel, Bethany A	0.49

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
12030 - F417 Fed Title III			
Ace L4 Admin Asst/Specialist	Diamondhead	Naas, Anne B	0.50
ESL Coordinator	District-wide	Kreie Arago, Maria	0.75

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
12040 - F433 Fed Title IV-A			
Behavior Analyst	District-wide	Czapar, Kelly N	0.10
		Ewert, Casey B	0.10
Sisa Coordinator	Diamondhead	Gulden, Janet	0.20

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
13010 - F335 Pro Pay (QComp)			
Continuous Improvement Coach	District-wide	Challgren, Peg Ten	1.00
		Hagen, Aimee E	1.00
		Ness, Katie L	1.00
		Plaschko, Mary Beth	1.00
		Pranschke, Stephanie T	1.00
		Smith, Kelly L	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
13020 - Integration Program			
Advanced Learning	Gideon Pond Elementary	Stalock, Sharron C	0.50
	Sky Oaks Elementary	Stalock, Sharron C	0.50
Avid Coordinator	Burnsville Alternative HS	Hill, Amy	0.10
	Burnsville HS	Christy, Danielle H	0.10
	Eagle Ridge MS	Thomas, Jessica	0.20
	Nicollet MS	Smalley, Amy C	0.20
Avid Tcr	Eagle Ridge MS	Thomas, Jessica	0.80
	Nicollet MS	Smalley, Amy C	0.80
Cultural Liaison	District-wide	Abdullahi, Sahro	1.00
		Bauer, Andrea C	1.00
		Grant, Heidi A	1.00
		Jama, Safiyo N	1.00
		Kaahiye, Axmad	1.00
		Lopez, Mary T	1.00
		Omar, Abdulahi	1.00
		Quintana Nunez, Mariana	1.00
		Ramos, Veronica	1.00
		(blank)	0.40
			0.60
			1.00
		Dir Curriculum & Instruction	Diamondhead
Social Worker	Burnsville HS	Hewett, Thomas	0.65
		Morrissey, Michelle M	0.65
	Eagle Ridge MS	McDowell, Morgan	0.65
		ECSE	Reichert, Kristen K
	Edward Neill Elementary	Chesla, Patrick J	0.65
	Gideon Pond Elementary	Khalif, Abdullahi M	0.65
	Harriet Bishop Elementary	Koch, Rebecca M	0.65
	Hidden Valley Elementary	Gauer-Kloos, Megan	0.65
	Nicollet MS	Knaeble, Kelly L	0.65
		Mains, Kristin E	0.65
	Rahn Elementary	Keller, Katie	0.65
	Sky Oaks Elementary	Bruns, Brittany G	0.65
	Vista View Elementary	(blank)	0.65
	Wm Byrne Elementary	(blank)	0.65

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
13030 - Compensatory Ed			
1st Grade Tcr	Wm Byrne Elementary	Simpson, Lisa	0.50
3rd GradeTcr	Vista View Elementary	Kramer, Krista	0.50
5th Grade Tcr	Gideon Pond Elementary	Mirs, Laurel	0.50
	Wm Byrne Elementary	Zupke, Samuel	0.50
Avid Tcr	Burnsville HS	Christy, Danielle H	0.30
		Davidson, Elizabeth A	0.20
		Gomer-Weyh, Jenna M	0.20
		Moffitt, Leslie Allan	0.20
		Moulsoff, Norine L	0.40
		Waller, Jennifer	0.10
Continuous Improvement Coach	District-wide	Reid, Lisa M	1.00
		Skoglund, Allison L	1.00
Counselor	Burnsville Alternative HS	Maidment, Lori	0.20
EA Level 3	Edward Neill Elementary	Kruger, Tara N	0.94
	Gideon Pond Elementary	Barsug, Hodayfi M	0.94
	Harriet Bishop Elementary	Oshiro, Karen M	0.94
	Hidden Valley Elementary	Gonzales, Evelyn A	0.94
	Nicollet MS	Walls, Eli	0.88
	Rahn Elementary	Gutierrez Beltran, Maria L	0.94
	Sky Oaks Elementary	Abtow, Anab A	0.94
	Vista View Elementary	Tillman, Jack R	0.94
	Wm Byrne Elementary	Hassan, Hamza A	0.94
Interventionist	Burnsville Alternative HS	Maidment, Lori	0.80
	Burnsville HS	Harrod, Kim N	0.20
		Moulsoff, Norine L	0.60
	Eagle Ridge MS	Day, Marlys L	1.00
	Nicollet MS	Robb, Emily C	1.00
Lang Arts Tcr	Eagle Ridge MS	Elward, Lucius P	0.16
		Flynn, Catherine T	0.17
		Moran, Molly K	0.17
	Nicollet MS	Smolke, Angela S	0.50
Learning Specialist	Edward Neill Elementary	Hayden, Suzanne	0.50
		Herkenhoff, Patty Ann	0.50
	Gideon Pond Elementary	Macnaughton, Laura	0.50
	Harriet Bishop Elementary	Campen, Kim A.	1.00
	Hidden Valley Elementary	Tollerud, Teresa Jo	0.50
	Rahn Elementary	Peterson, Keri	1.00
	Sky Oaks Elementary	Lindell, Michelle M	0.50
	Vista View Elementary	Crawford, Cynthia Y	0.25
		Harves, Nicole R	0.25

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
Math Tcr	Burnsville HS	Banitt, Justin	0.20
		Christian, David	0.20
		Noss, Jean	0.40
		Vogt, Kendra M	0.20
Psychologist	Hidden Valley Elementary	Komar, Karen K	0.50
	Sky Oaks Elementary	Schultz, Holly	0.50
Science Tcr	Burnsville HS	Aamodt, William P	0.20
		Davidson, Elizabeth A	0.20
		Holt, Clayton B	0.20
		Huemoeller, Michael T	0.20

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
14010 - Tech General			
Digital Learning Specialist	District-wide	Salmela, Kathryn	1.00
	Edward Neill Elementary	Anderson, Bjorn Rs	0.50
		Knudsen, Julie A	0.25
	Gideon Pond Elementary	Knudsen, Julie A	0.75
	Harriet Bishop Elementary	Risteau, Joseph S	1.00
	Hidden Valley Elementary	Cooper, Kirenza I	1.00
	Rahn Elementary	Casserslysmith, Mary	1.00
	Sky Oaks Elementary	Christen, Lisa K.	0.75
	Vista View Elementary	Anderson, Bjorn Rs	0.50
		Christen, Lisa K.	0.25
	Wm Byrne Elementary	Abrahamson, Jonathan	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
14020 - Tech Capital Projects			
Instruction/technology Coord	Diamondhead	Gorton, Rachel	1.00
POSA	Diamondhead	Leake, Donald	1.00
Tech Spec 1	Diamondhead	Abdiwahab, Mohamed S	1.00
		Stalock, Andrew R	1.00
		Walczak, Cheryl M	1.00
		District-wide (blank)	1.00
Tech Spec 2	Diamondhead	Bluhm, William Ae	1.00
		Hreha, Justin T	1.00
		Lund, Elliott J	1.00
		Rethlake-homolka, Pam	1.00
Tech Spec 3	Diamondhead	Kopp, Elizabeth A	1.00
		Lund, Tim J	1.00
Tech Spec 4	Diamondhead	Weiler, Bob M	1.00
	District-wide	(blank)	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
15010 - Prog Development			
Ace L4 Admin Asst/Specialist	Diamondhead	Naas, Anne B	0.50

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
15020 - Curriculum			
Dir Curriculum & Instruction	Diamondhead	Oftedahl, Imina P	0.49
POSA	District-wide	Bonneville, Jon G	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
15040 - Assessment Program			
Student Info/testing Coord	Diamondhead	Resele, Anna M	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16010 - Board of Education			
School Board	District-wide	Chester, Lesley A	1.00
		Holmes Holweger, Jennifer A	1.00
		Schatz, Darcy D	1.00
School Board - Chair	District-wide	Alt, Abigail	1.00
School Board - Clerk	District-wide	Currier, Dee Dee	1.00
School Board - Treasurer	District-wide	Hume, Michael S	1.00
School Board - Vice Chair	District-wide	Miller, Eric Charles	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16020 - Superintendent			
Exec Admin Assistant	Diamondhead	Kenney, Jami M	1.00
Superintendent	Diamondhead	Battle, Theresa F	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16030 - Assist Superintendent			
Ace L4 Admin Asst/Specialist	Diamondhead	Maternowski, Patricia	0.50
Asst Superintendent	Diamondhead	Gersich, Brian M	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16040 - Human Resources			
Dir Human Resources	Diamondhead	Sovine, Stacey	1.00
Hr Benefits Specialist	Diamondhead	(blank)	1.00
Hr Coord	Diamondhead	Weiler, Tiffany M	1.00
Hr Employment Specialist	Diamondhead	Olson, Jessica L	1.00
Hr Labor Relations Mgr	Diamondhead	Demuth, Joy S	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16050 - Business Services			
Ace L4 Admin Asst/Specialist	Diamondhead	Kaisershot, Stacy L	1.00
		Maternowski, Patricia	0.50
		Voth, Bethany A	1.00
		Wilson, Michele L	1.00
		Zellmer, Julie A	1.00
Compliance Coordinator	District-wide	Leake, Jarrod S	1.00
Dir Accounting	Diamondhead	Pikal, Robin	1.00
Dir Business	Diamondhead	Rider, Lisa K	1.00
Fiscal Services Coordinator	Diamondhead	Ditter, Natalie L	1.00
Pyrl Supervisor	Diamondhead	Robasse, Christine M	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16060 - Marketing Communications			
Communications Coordinator	Diamondhead	Drey, Wesley J	1.00
Communications Specialist	Diamondhead	Lake, Lisa L	1.00
Dir Communications	Diamondhead	Tinklenberg, Aaron D	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
16070 - Student Registration			
Ace L3 Secretary	Diamondhead	Hardt, Annette	1.00
		Kaiser, Tanya J	1.00
Ace L4 Admin Asst/Specialist	Diamondhead	Curtis, Michele A	1.00
Student Systems Coordinator	Diamondhead	Mccarthy, Brigid M	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
17010 - VOLUNTARY PRE-SCHOOL				
CE Coord ECFE	Community Ed	Check, Cindy	0.30	
CE Coordinator 2	Diamondhead	Cherne, Lori M	1.00	
		Derusha, Jessalynn	0.50	
	Milinovich, Tracy	1.00		
	Pettengill, Taylor M	0.50		
	Edward Neill Elementary	Cantolla, Kaitlin M	1.00	
	Gideon Pond Elementary	Smith-Lossiah, Sharon Kay	1.00	
	Harriet Bishop Elementary	Fandrigh, Kari M	1.00	
		Santos, Miya D	1.00	
	Hidden Valley Elementary	Rivers, Jessica L	1.00	
		Tusa, Angela M	1.00	
	Rahn Elementary	Haggerty, Lori	1.00	
	Sky Oaks Elementary	Dedomines, Jennifer L	1.00	
		Hanson, Virginia A	1.00	
	Vista View Elementary	Rottjakob, Ronda K	1.00	
	Wm Byrne Elementary	Schwingle, Cassie L	1.00	
	CE Program Associate	Community Ed	Amos, Susan K	1.00
			Davis, Isaiah	0.81
		Gideon Pond Elementary	Yusuf, Ubah	0.88
		Harriet Bishop Elementary	(blank)	1.00
		Hidden Valley Elementary	Monnens, Selena	0.88
Rush, Diane			1.00	
Rahn Elementary		Burkart, Paula J	0.88	
Sky Oaks Elementary		Hassan, Hafsa H	0.88	
		(blank)	1.00	
Vista View Elementary		Vraa, Monica S	0.88	
		(blank)	1.00	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
17011 - Elem Bldg Administrators			
Principal	Edward Neill Elementary	Bomsta, Lyle J	1.00
	Harriet Bishop Elementary	Essay, Kenneth P	1.00
	Hidden Valley Elementary	Black, Kristine C	1.00
	Rahn Elementary	Robb, Brad E	1.00
	Sky Oaks Elementary	Brandner, Renee	1.00
	Vista View Elementary	Nepsund, Jeff L	1.00
	Wm Byrne Elementary	Selim, Mohamed A	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
17012 - Elem Bldg Clerical			
Ace L3 Secretary	Hidden Valley Elementary	Ontiveros, Eddieca	1.00
Ace L4 Admin Asst/Specialist	Edward Neill Elementary	Stickle, Carolyn E	1.00
	Gideon Pond Elementary	Zimmerman, Sybil	1.00
	Harriet Bishop Elementary	Hinman, Jennifer J	1.00
	Hidden Valley Elementary	Hreha, Kyle J	1.00
	Rahn Elementary	Crosbie, Cindy	1.00
	Sky Oaks Elementary	Peralta, Nancy E	1.00
	Vista View Elementary	Berra, Angie Marie	1.00
	Wm Byrne Elementary	Mcbride, Kristen	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
17013 - Elem Bldg Ed Assistants			
EA L2 Support	Edward Neill Elementary	Hammoud, Hanaa	0.41
		Johnson, Elaine M	0.41
		Rosenberger, Rose M	0.63
		(blank)	0.06
	Gideon Pond Elementary	Abdi, Rahima A	0.38
		Butorac, Melanie A	0.25
		Kump, Jolene	0.63
		Nur, Ifrah H	0.38
	Harriet Bishop Elementary	Becker, Sarah J	0.19
		Fontana, Peggy	0.63
		Liyanage, Melanie	0.63
		Mcconnell, Diane	0.25
		(blank)	0.19
	Rahn Elementary	Bergstrom, Megan G	0.38
		Copus, Susan J	0.38
		Mosley, Julie G	0.75
	Sky Oaks Elementary	Berge, Kristy K	0.31
		Haroon, Hajir S	0.63
		Lloyd, Yevgeniya	0.50
		Paul, Tara	0.31
	Vista View Elementary	Cermak, Barbara L	0.19
		Gilbertson, Sherry A	0.63
		Olson, Diane B	0.38
		(blank)	0.25
Wm Byrne Elementary	Duran, Lindsey M	0.38	
	Henle, Angela G	0.63	
	Vervais, Elizabeth	0.38	
	(blank)	0.50	
	(blank)	0.50	
EA Level 3	Hidden Valley Elementary	Waters, Stacie	0.59

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
17021 - Sec Bldg Administrators			
Principal	Burnsville HS	Helke, David M	1.00
	Eagle Ridge MS	Nesvig, Erika	1.00
	Burnsville HS	Bellmont, Chris	1.00
	Nicollet MS	Pohl, Angie J	1.00
Principal Asst	Burnsville HS	Braspenick, Cherie	1.00
		Derden, William M	1.00
		Lepper, Jay C	1.00
		Noble, Sarah J	1.00
	Eagle Ridge MS	Buchanan, Isis L	1.00
	Nicollet MS	Blaylark, Eddie D	1.00
		Heim, Bill V	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
17022 - Sec Bldg Clerical			
Ace L3 Secretary	Burnsville HS	Cecka, Nanette	1.00
		Funk, Ann E	1.00
		Mcclellan, Melissa E	1.00
		Moberg, Carlene	1.00
		Scherer, Deb M	1.00
		Thornton, Jenifer A	1.00
	Eagle Ridge MS	Peterson, Laura J	1.00
		Scalzo, Kristin	1.00
	Nicollet MS	O'hara Stuart, Erin	1.00
		Westerlund, Danette R	1.00
Ace L4 Admin Asst/Specialist	Burnsville HS	Decker, Wendy	1.00
		Katzmarek, Abigail S	1.00
	Eagle Ridge MS	Petroskey, Kellie A	1.00
	Nicollet MS	Lallier, Britney	1.00
Registrar	Burnsville HS	Reiher, Pam	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
18010 - Transportation Required			
EA L2 Support	Edward Neill Elementary	Rosenberger, Rose M	0.25
	Gideon Pond Elementary	Kump, Jolene	0.25
	Harriet Bishop Elementary	Mcconnell, Diane	0.25
	Rahn Elementary	Mosley, Julie G	0.25
	Sky Oaks Elementary	Paul, Tara	0.25
	Vista View Elementary	Olson, Diane B	0.25
	Wm Byrne Elementary	Henle, Angela G	0.25
	Hidden Valley Elementary	Waters, Stacie	0.25
EA Level 3			

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
19010 - OP Custodial			
Custodian - Level 1	BES Transition Services Burnsville HS	Arreola, Bertha A	0.50
		Anderson, Sean M	1.00
		Graupmann, David A	1.00
		Jacobson, Michael J	1.00
		Jimenez, David M	1.00
		Johnson, Nicholas A	1.00
		Linder, Anthony E	1.00
		Mcdonald, David	1.00
		Mills, Derek R	1.00
		Morgan, Julie C	1.00
		Ohlhauser, Connor C	1.00
		Orellana, Laura I	1.00
		Schwanke, Craig A	1.00
		Swanson, Todd	1.00
		Wick, Darryl	1.00
	Diamondhead	Abbott, Mark M	1.00
		Alvarado Robles, Luis	1.00
	District-wide	Dotzler, Brenda L	1.00
		Spencer, Tandelyn T	1.00
	Eagle Ridge MS	Davila, Guillermo D	1.00
		Leon, Steven F	1.00
		Ly, Ty V	1.00
		Mathys, Frederic G	1.00
		Sahli, Teresea	1.00
	ECSE	Lopez, Joseph D	1.00
		Molina, Luis A	0.50
	Edward Neill Elementary	Alvarado, Mary	1.00
		Strauss, Levi	0.50
	Gideon Pond Elementary	Strauss, Levi	0.50
		Toeller, John F.	1.00
	Harriet Bishop Elementary	Carlson, Sandra K	1.00
		Robasse, Charles W	1.00
	Hidden Valley Elementary	Alvarado, Ernesto	1.00
Sullivan, Geraldine E		1.00	
Nicollet MS	Gibbons, Patrick M	1.00	
	Kiehn, Jean M	1.00	
	Martinez, Annette	1.00	
	O'leary, Daniel L	1.00	
Rahn Elementary	Fitzgerald, Elizabeth	0.50	
	Molina, Luis A	0.50	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE	
Custodian - Level 1	Rahn Elementary	Needham, Timothy	1.00	
	Sky Oaks Elementary	Kinyon, Terry R	1.00	
		Vertein, James	1.00	
	Vista View Elementary	Arreola, Bertha A	0.50	
		Morales, Manuela	1.00	
	Wm Byrne Elementary	Fitzgerald, Elizabeth	0.50	
Custodian - Level 2	Burnsville HS	Alvarado, Angel	1.00	
		Lundberg-Schmidt, Pamela M	1.00	
		Mausser, Benjamin	1.00	
		Schmidt, Brent G	1.00	
		Wendorf, Eric S	1.00	
	District-wide	Johnson, Michael A	1.00	
		Wollersheim, Christian P	1.00	
	Eagle Ridge MS	Jensen, Bryan J	1.00	
	Nicollet MS	Teske, Jeffrey J	1.00	
	Custodian - Level 3	Burnsville HS	Johnson, Mark E	1.00
Sahli, Jonathan C			1.00	
Diamondhead		Thurber, Laurie	1.00	
		District-wide	Glende, Mark	1.00
			Johnson, Brian J	1.00
Older, Glen R			1.00	
		Sather, Derek D	1.00	
Eagle Ridge MS		Johnson, Glenn A.	1.00	
ECSE		Dimberio, Robbie	1.00	
Edward Neill Elementary		Reimers, James F	1.00	
Gideon Pond Elementary		Gorzycki, Mark	1.00	
Harriet Bishop Elementary		Martinez, Robert V	1.00	
Hidden Valley Elementary		Nelson, Kirk A	1.00	
Nicollet MS		Wolfram, Michael	1.00	
Rahn Elementary		Gilbertson, Dale	1.00	
Sky Oaks Elementary		Kaisershot, Troy M	1.00	
Vista View Elementary		Gomez, Oscar A	1.00	
Wm Byrne Elementary	Henderson, Sean M	1.00		
Dir Operations	Diamondhead	Lake, David	0.40	
Ops Supervisor	District-wide	Shawback, Arthur, Jr	1.00	

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
19020 - OP Bldg Main & Grounds			
Custodian - Level 2	District-wide	Anderson, John Charles	1.00
		Chantara, Thomas Khamsing	0.50
		Dykstra, Bryan G.	1.00
		Vendel, Matthew M	1.00
Custodian - Level 4	District-wide	Powers, Scott D	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
19030 - H & S/ADA Compliance			
Ace L4 Admin Asst/Specialist	Diamondhead	Maro, Julie A	1.00
Dir Operations	Diamondhead	Lake, David	0.60
Ops Supervisor	District-wide	Wurdeman, Scott	1.00

Staffing Detail by Budget Unit as of June 4, 2020

Row Labels	Location Description	Full Name	FTE
19050 - Purchasing/Warehouse			
Custodian - Level 2	District-wide	Chantara, Thomas Khamsing	0.50
Custodian - Level 4	District-wide	Hadac, William	1.00
Grand Total			

Additional Data used in Development of FY21 Adopted Budget as of June 4, 2020

Table 1 Employee Unit Comparison
Fiscal Year 2020

Employee Unit	Sum of FTE (Full-time Equivalent)	Administration per State Report Card	Sum of Salary	Sum of Benefit	Total Salary & Benefits	Percent of Employees
Teachers	603.72	0	\$ 46,793,266.79	\$ 17,721,170.48	\$ 64,514,437.27	60.69%
Educational Asst	166.45	0	\$ 4,623,818.07	\$ 2,722,228.76	\$ 7,346,046.83	16.73%
Custodial	75.00	0	\$ 3,820,309.20	\$ 950,465.04	\$ 4,770,774.24	7.54%
Clerical	48.00	0	\$ 2,266,570.40	\$ 994,347.44	\$ 3,260,917.84	4.83%
Unaffiliated	45.54	1	\$ 2,957,821.99	\$ 1,112,956.51	\$ 4,070,778.50	4.58%
Principals	21.00	21	\$ 3,074,700.00	\$ 946,353.06	\$ 4,021,053.06	2.11%
District Wide	14.00	6	\$ 1,527,500.00	\$ 505,801.40	\$ 2,033,301.40	1.41%
Info Tech Specialists	12.00	0	\$ 719,500.00	\$ 217,138.72	\$ 936,638.72	1.21%
Confidential	6.00	0	\$ 416,980.00	\$ 161,402.75	\$ 578,382.75	0.60%
Operations	2.00	0	\$ 152,440.00	\$ 48,617.36	\$ 201,057.36	0.20%
Superintendent	1.00	1	\$ 192,000.00	\$ 56,948.42	\$ 248,948.42	0.10%
Grand Total	994.72	29	\$ 66,544,906.45	\$ 25,437,429.93	\$ 91,982,336.39	100.00%

Table 1 shows the Collective Bargaining Groups or Groups with Terms and Conditions who primarily are funded by the General Fund.

Below are definitions of the above categories from which all of our Human Resource Assignments within the General Fund are derived. Close to 80% of the total general fund budget is made up of Salary and Benefits, including hourly assignments, from these groups within the General Fund.

Clerical refer to positions that fall under the **Association of Clerical Employees** collective bargaining agreement which are expected to complete clerical tasks as assigned.

"Confidential employee" means an employee who as part of the employee's job duties:

(1) is required to access and use labor relations information as that term is defined in section [13.37, subdivision 1](#), paragraph (c) *"Labor relations information" means management positions on economic and noneconomic items that have not been presented during the collective bargaining process or interest arbitration, including information specifically collected or created to prepare the management position.*"; or

(2) actively participates in the meeting and negotiating on behalf of the public employer.

Custodial refer to positions that fall under the **Service Employees International Union Local 284 - Custodial Employees** which are expected to complete custodial tasks as assigned.

District Wide - Districtwide Administrators Association includes the following positions whose roles vary depending upon their job description (note some of these positions are funded outside of the General Fund yet are included within this category) :

- Director of Curriculum, Instruction, and Student Support Services
- Director of Individualized Student Services
- Director of Operations, Properties, and Transportation
- Director of Community Education (funded by Fund 04)
- Director of Strategic Partnerships and Pathways
- Director of Activities and Athletics
- Director of Food Services (funded by Fund 02)
- Director of Communications
- Special Education Supervisor(s)

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Community Education Coordinator(s) (funded by Fund 01 and Fund 04)
 Adult Basic Education Coordinator (funded by Fund 04)

Educational Asst - refer to positions that fall under the **Burnsville Association of Educational Assistants** collective bargaining agreement which are expected to complete tasks as assigned in the areas of support, health, media and special education.

Info Tech Specialists - refer to positions that fall under the **Information Technology Specialists** collective bargaining agreement which are expected to complete tasks as assigned to either level of Tech Spec 1, 2, 3, or 4.

Operations - refer to positions that fall under the **Operations and Maintenance Supervisors** collective bargaining agreement which are expected to complete tasks as assigned for Operations Supervisors.

Principals - refer to positions that fall under the **Burnsville Principals Association** collective bargaining agreement which are expected to complete tasks as assigned for their assigned level of either Associate or Principal at Elementary, Middle or Senior High levels.

School Board - elected officials comprising the **ISD 191 School Board of Directors**.

Superintendent - Individual who leads ISD 191 as per job description and contract with School Board.

Teachers - refer to positions that fall under the **Burnsville Education Association** collective bargaining agreement which are expected to complete tasks as assigned for their position as a licensed teaching personnel as defined in the Public Employment Labor Relations Act (PELRA).

Unaffiliated Employees are positions that do not have a "Community of Interest" with established bargaining units within the district. These positions are At-Will and fall under Terms and Conditions of Employment verses a negotiated agreement.

Tables 2 through 6 below are all as of June 4, 2020 and represent the salary only grid related to licensed teaching personnel whose position falls under the Burnsville Education Association.

Table 2 2021 Teacher Salary Schedule

STEP	BA	BA20	BA40	MA	MA20	MA40	MA60
1	\$ 40,950	\$ 42,640	\$ 44,130	\$ 46,260	\$ 48,390	\$ 50,390	\$ 52,870
2	\$ 40,970	\$ 42,670	\$ 44,160	\$ 46,290	\$ 48,440	\$ 50,420	\$ 52,900
3	\$ 41,010	\$ 42,700	\$ 44,190	\$ 46,340	\$ 48,480	\$ 50,470	\$ 52,940
4	\$ 41,570	\$ 43,020	\$ 44,910	\$ 48,480	\$ 52,220	\$ 53,070	\$ 55,680
5	\$ 42,600	\$ 44,410	\$ 46,500	\$ 50,270	\$ 54,640	\$ 55,660	\$ 58,070
6	\$ 45,140	\$ 46,990	\$ 49,290	\$ 53,130	\$ 55,710	\$ 58,320	\$ 61,390
7	\$ 48,950	\$ 49,090	\$ 51,150	\$ 55,300	\$ 57,900	\$ 60,260	\$ 63,800
8	\$ 48,950	\$ 53,010	\$ 53,520	\$ 57,730	\$ 60,080	\$ 63,150	\$ 66,230
9	\$ 48,950	\$ 53,010	\$ 58,310	\$ 60,560	\$ 63,620	\$ 66,930	\$ 70,240
10	\$ 48,950	\$ 53,010	\$ 58,310	\$ 64,060	\$ 67,140	\$ 70,430	\$ 73,980
11	\$ 48,950	\$ 53,010	\$ 58,310	\$ 68,550	\$ 72,000	\$ 75,460	\$ 79,360
12	\$ 48,950	\$ 53,010	\$ 58,310	\$ 74,460	\$ 78,040	\$ 81,780	\$ 85,760
15	\$ 51,740	\$ 56,740	\$ 62,620	\$ 78,730	\$ 82,810	\$ 87,090	\$ 92,200
20	\$ 55,640	\$ 60,020	\$ 66,590	\$ 82,090	\$ 86,670	\$ 91,520	\$ 98,140

Table 2 is the salary amount earned by an individual within each cell.

Table 3

**2021 Teacher Salary Schedule
Annual Step Increase over the 2020 Schedule**

STEP	BA	BA20	BA40	MA	MA20	MA40	MA60
1							
2	\$ 550	\$ 580	\$ 600	\$ 630	\$ 680	\$ 680	\$ 710
3	\$ 570	\$ 580	\$ 600	\$ 650	\$ 670	\$ 700	\$ 720
4	\$ 1,090	\$ 870	\$ 1,290	\$ 2,740	\$ 4,370	\$ 3,250	\$ 3,420
5	\$ 1,570	\$ 1,950	\$ 2,170	\$ 2,420	\$ 3,100	\$ 3,280	\$ 3,110
6	\$ 3,090	\$ 3,150	\$ 3,390	\$ 3,510	\$ 1,780	\$ 3,380	\$ 4,070
7	\$ 4,390	\$ 2,710	\$ 2,500	\$ 2,860	\$ 2,910	\$ 2,690	\$ 3,200
8	\$ 630	\$ 4,550	\$ 3,030	\$ 3,140	\$ 2,930	\$ 3,670	\$ 3,250
9	\$ 630	\$ 690	\$ 5,480	\$ 3,580	\$ 4,320	\$ 4,600	\$ 4,860
10	\$ 630	\$ 690	\$ 750	\$ 4,280	\$ 4,340	\$ 4,360	\$ 4,650
11	\$ 630	\$ 690	\$ 750	\$ 5,320	\$ 5,730	\$ 5,940	\$ 6,330
12	\$ 630	\$ 690	\$ 750	\$ 6,790	\$ 6,970	\$ 7,290	\$ 7,420
15	\$ 3,420	\$ 4,420	\$ 5,060	\$ 5,230	\$ 5,780	\$ 6,360	\$ 7,550
20	\$ 4,640	\$ 4,100	\$ 4,870	\$ 4,490	\$ 5,050	\$ 5,680	\$ 7,260

Table 3 is the salary dollar amount increase within each cell from FY20 to FY21 as negotiated.

Table 4

**2021 Teacher Salary Schedule
Annual Step Increase Percentage over the 2020 Schedule**

STEP	BA	BA20	BA40	MA	MA20	MA40	MA60
1							
2	1.36%	1.38%	1.38%	1.38%	1.42%	1.37%	1.36%
3	1.41%	1.38%	1.38%	1.42%	1.40%	1.41%	1.38%
4	2.69%	2.06%	2.96%	5.99%	9.13%	6.52%	6.54%
5	3.83%	4.59%	4.90%	5.06%	6.01%	6.26%	5.66%
6	7.35%	7.19%	7.39%	7.07%	3.30%	6.15%	7.10%
7	9.85%	5.84%	5.14%	5.45%	5.29%	4.67%	5.28%
8	1.30%	9.39%	6.00%	5.75%	5.13%	6.17%	5.16%
9	1.30%	1.32%	10.37%	6.28%	7.28%	7.38%	7.43%
10	1.30%	1.32%	1.30%	7.16%	6.91%	6.60%	6.71%
11	1.30%	1.32%	1.30%	8.41%	8.65%	8.54%	8.67%
12	1.30%	1.32%	1.30%	10.03%	9.81%	9.79%	9.47%
15	7.08%	8.45%	8.79%	7.12%	7.50%	7.88%	8.92%
20	9.10%	7.33%	7.89%	5.79%	6.19%	6.62%	7.99%

Table 4 is the percent increase an individual would experience from FY20 to FY21 if they only moved one step (no lane change) as negotiated.

Table 5

**2021 Teacher Salary Schedule
Number of Employees per Step / Lane Cell**

Steps	Bachelors	Bachelors +20	Bachelors +40	Bachelors +60	Masters	Masters +20	Masters +40	Masters +60	ED SPEC	Doctorate	Grand Total
	1	0	0	0	0	16	0	0	0	0	
2	5	0	0	0	3	0	0	0	0	0	8
3	8	1	1	2	3	0	0	0	0	0	15
4	6	0	1	4	0	0	1	0	0	0	12
5	7	2	0	1	3	0	0	0	0	0	13
6	1	2	0	0	3	2	1	2	0	1	12
7	5	1	0	1	7	2	2	0	1	0	19
8	1	0	1	0	10	4	0	8	0	0	24
9	1	1	2	0	7	1	5	0	2	0	19
10	0	0	1	0	7	3	5	6	2	0	24
11	0	0	1	1	1	3	1	7	2	0	16
12	1	2	0	2	5	2	3	13	0	0	28
13	0	0	0	0	6	3	6	9	3	0	27
14	1	1	0	3	16	11	11	28	2	0	73
15	0	0	1	2	3	4	1	13	0	0	24
16	0	0	0	0	1	2	1	10	1	0	15
17	0	0	0	3	4	2	4	18	0	0	31
18	2	0	0	1	1	0	3	12	0	0	19
19	0	1	0	0	3	2	1	17	0	0	24
20	3	1	0	4	4	10	4	163	0	0	189
Grand Total	41	12	8	24	103	51	49	306	13	1	608

Table 5 shows the placement on the grid of each individual position under the Burnsville Education Association agreement as of June 4, 2020.

Table 6

**2021 Teacher Salary Schedule
Annual Cost by FTE's per Step / Lane Cell**

Steps	BA	BA20	BA40	BA60	MA	MA20	MA40	MA60	ED SPEC	PHD	Grand Total
1					\$ 1,278,086.00						\$ 1,278,086.00
2	\$ 204,850.00				\$ 65,731.80						\$ 270,581.80
3	\$ 328,080.00	\$ 42,700.00	\$ 44,190.00	\$ 92,680.00	\$ 115,850.00						\$ 623,500.00
4	\$ 249,420.00		\$ 44,910.00	\$ 193,920.00			\$ 53,070.00				\$ 541,320.00
5	\$ 279,541.20	\$ 88,820.00		\$ 50,270.00	\$ 100,540.00						\$ 519,171.20
6	\$ 45,140.00	\$ 46,990.00			\$ 205,613.10	\$ 111,420.00	\$ 58,320.00	\$ 122,780.00		\$ 61,390.00	\$ 651,653.10
7	\$ 146,850.00	\$ 49,090.00		\$ 55,300.00	\$ 331,800.00	\$ 105,957.00	\$ 120,520.00		\$ 63,800.00		\$ 873,317.00
8			\$ 53,520.00		\$ 565,754.00	\$ 216,288.00	\$ 63,150.00	\$ 463,610.00			\$ 1,362,322.00
9	\$ 48,950.00	\$ 53,010.00	\$ 116,620.00		\$ 363,360.00	\$ 63,620.00	\$ 334,650.00		\$ 140,480.00		\$ 1,120,690.00
10			\$ 58,310.00		\$ 318,378.20	\$ 201,420.00	\$ 316,935.00	\$ 420,962.29	\$ 118,368.00		\$ 1,434,373.49
11			\$ 58,310.00	\$ 68,550.00	\$ 68,550.00	\$ 216,000.00	\$ 75,460.00	\$ 476,160.00	\$ 158,720.00		\$ 1,121,750.00
12	\$ 48,950.00	\$ 106,020.00		\$ 74,460.00	\$ 372,300.00	\$ 156,080.00	\$ 228,984.00	\$ 921,920.00			\$ 1,908,714.00
13					\$ 446,760.00	\$ 234,120.00	\$ 490,680.00	\$ 771,840.00	\$ 240,128.00		\$ 2,183,528.00
14	\$ 48,950.00	\$ 53,010.00		\$ 186,150.00	\$ 1,079,670.00	\$ 858,440.00	\$ 891,402.00	\$ 2,315,520.00	\$ 171,520.00		\$ 5,604,662.00
15			\$ 62,620.00	\$ 157,460.00	\$ 236,190.00	\$ 331,240.00	\$ 87,090.00	\$ 1,198,600.00			\$ 2,073,200.00
16					\$ 78,730.00	\$ 165,620.00	\$ 87,090.00	\$ 922,000.00	\$ 92,200.00		\$ 1,345,640.00
17				\$ 236,190.00	\$ 314,920.00	\$ 82,810.00	\$ 348,360.00	\$ 1,613,500.00			\$ 2,595,780.00
18	\$ 103,480.00			\$ 78,730.00	\$ 78,730.00	\$ 76,185.20	\$ 174,180.00	\$ 1,014,200.00			\$ 1,525,505.20
19		\$ 56,740.00			\$ 236,190.00	\$ 248,430.00	\$ 87,090.00	\$ 1,475,200.00			\$ 2,103,650.00
20	\$ 166,920.00	\$ 48,016.00		\$ 246,270.00	\$ 262,688.00	\$ 780,030.00	\$ 366,080.00	\$ 15,785,819.00			\$ 17,655,823.00
Grand Total	\$ 1,671,131.20	\$ 544,396.00	\$ 438,480.00	\$ 1,439,980.00	\$ 6,519,841.10	\$ 3,847,660.20	\$ 3,783,061.00	\$ 27,502,111.29	\$ 985,216.00	\$ 61,390.00	\$ 46,793,266.79

Table 6 shows the salary only cost assuming the placement on the grid of each individual position under the Burnsville Education Association agreement as of June 4, 2020.



**Agenda III.E.
June 11, 2020**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: June 4, 2020
Re: Report about Student Board Representative Responsibilities

Receive a report from Dr. Theresa Battle, superintendent about Student Board Representative Responsibilities.

Student Board Representation and Governance 2020-21

Purpose- Policy 299 The purpose of this policy is to provide for student input on the school board through the establishment of a student representative who shall be an ex-officio member of the school board. The policy also stipulates that the student representative will provide student views and suggestions in regard to the development of educational policies and programs and will serve as an advisor to the school board.

The purpose of this proposal is to provide structure and procedures to provide a more inclusive and representation of students' voices that will inform the reports given by the board representative. Also, this proposed structure will provide students' perspectives about topics of importance to board members and students.

Proposed structure to support Board Student Representative

Inclusive Model for broad student input

- This opportunity should be open to all students regardless of age or whether or not they are involved in a student group/organization. In addition to students that may not be involved in student groups, it would be ideal to have designated representatives from different student leadership groups. This would ensure that we have students from all parts of the high school being represented.
 - At the beginning of the next school year, the future school board representative contacts different teacher advisors to let their student groups know of this opportunity and recruit members
 - In terms of getting the word out to students that are not in any of these student groups, there would be recruiting in two ways: 1. make announcements and post about this new group on the Schoology bulletin posts, 2. ask the BHS staff for a recommendation on who they may think would be a good member for this group
 - Representation would reflect the demographics of the student body enrollment.
- The meetings would occur at least once a month for consistency and organization purposes. Before the first board meeting where the report is given is ideal, so that students have the time to build the report together and include everything that they all believe is important.
 - This group would also be a great connection between student voice and administration. They should meet regularly with the BHS administration to make sure that there isn't any disconnect between student leadership/voice and the administration.
- We want to ensure that middle school voices are included in this new model and I believe that the easiest way would be for us to create the same sort of structured groups in the middle schools.
 - The group would be just like the high school group but there could be one for Eagle Ridge and one for Nicollet. If this were possible then they could meet once every month before the high schoolers meet with each other and we could send one or two high schoolers to each of the middle schools to take notes of what the

middle schoolers come up with and then they can take these notes and report back to the high school group to add the middle school voice in the final report.

- Possibly survey middle school students to gather their input
- Receive as a report at a regular board meeting.

These options should be tweaked and changed once a new school board representative is designated.

- Superintendent's Role
- Provide mentorship and guidance in collaboration with the high school principal
 - Review board representative as part of the BoardBook
 - Provide clear guidelines for participation at board meetings, especially for substitute board representative
- High School Principal's Role
 - Adhere to Board policy for election of the Student Representative
 - Follow procedures for the selection of student advisory members and ensure that meetings are scheduled
 - Establish parameters to ensure that students' perspectives are not unduly influenced by staff perspectives



**Agenda III.F.
June 11, 2020**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: June 4, 2020
Re: Superintendent Report

Receive a report from Dr. Theresa Battle, superintendent.



**Agenda III.G.
June 11, 2020**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Board Members

Date: June 4, 2020

Re: Board Member Reports

Receive reports from Board Members.

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
May 28, 2020

The meeting of the Board of Education was called to order by Chair Alt at 6:30 p.m. The meeting took place via electronic means pursuant to Minnesota Statute 13.D.021.

Call to Order

Members present: Chester, Hume, Miller, Holweger, Schatz, Currier and Chair Alt. Others in attendance were Superintendent Battle, Student Representative Philipos, administrators, and staff.

Attendance

Alt asked Currier to lead the Pledge of Allegiance.

Pledge

Moved by Schatz, seconded by Holweger, to approve the agenda. A roll call vote was taken and the motion carried unanimously (7,0 with Chester, Schatz, Currier, Hume, Miller, Alt, and Holweger voting in favor and none voting against).

Agenda

Recognized Student Board Representative Yodahit Philipos. Milkoomie Addisu is the student board representative for 2020-21.

Recognition

Received a report about ProPay from Jen Bohr, Q-Comp coordinator, and Katie Ness.

Reports

Received an update about the Branding and Marketing Plan from Aaron Tinklenberg, director of communications and Wesley Drey, communications coordinator.

Received a report from Holweger on behalf of the Legislative Committee and from Currier about 917 and AMSD.

Moved by Miller, seconded by Hume, to approve the consent agenda:

Consent Agenda
Minutes

- Approve minutes of the regular board meeting on May 14, 2020.
- Approve personnel recommendations for Ashley Gravink, Courtnee Flowback, Grace Kohn, Jesse Richards, Kerianne Loran, Krista Kramer, Mary Casserly-Smith, Catherine Braun, Tasia Islam, Caroline Cullison, Emily Beckmann, Katie Quinn, Ann Strader, Courtnee Floback, Derek Schlager, Elizabeth Odegard, Elizabeth Pederson, Kimberly Wegener, Meggan Malone, Peter Feig, Rachel Hughes, Roberta Kunkel, Sarah Singleton, Jeff Limke, Elizabeth Deike, Elizabeth Vervais, Jennifer Gust, Julie Mosley, Kathryn Linder, Laurie Cook, Laurie Young, Lindsey Duran, Marcia Erz, Marie May, Mary Holewa, Mary Kay Brown, Rose Marie Donnohue, Sandra Toeller, Tamera Mayerhofer, Tanya Rathsabandith, Zubeyda Abdirahman, Courtnee Floback, Deborah Arakawa, Deborah Larson, Sheila Horton and Peter Feig.

Personnel

- Adopt a resolution to approve and accept donations as presented.
- Approve March payroll checks in the net amount of \$4,048,031.31. March

Donations
Checks, claims,

claims to date and wire transfers and adjustments totaling \$7,982,252.36. Also, that the Board accepts March receipts of \$14,701,645.87 and investments for the General Fund & 2015A School Building Bonds and OPEB of \$47,332,901.77 as of March 31, 2020.

-Accept the Budget Analysis for the month ending March 31, 2020.

A roll call vote was taken and the motion carried unanimously (7,0 with Chester, Schatz, Currier, Hume, Miller, Alt, and Holweger voting in favor and none voting against).

Moved by Currier, seconded by Chester, to approve the contract for Chromebook purchase and related license and service to CDW-G. A roll call vote was taken and the motion carried unanimously after discussion (7,0 with Chester, Schatz, Currier, Hume, Miller, Alt, and Holweger voting in favor and none voting against).

Moved by Hume, seconded by Miller. to adopt the following resolution: BE IT RESOLVED, by the Board of Education of Independent School District 191, that the following classified personnel are hereby laid off from their positions, effective 06/05/2020.

receipts and investments

Budget Analysis

Chromebook Purchases

Classified Personnel

Unit	Level	Name	Hours
EA	EA L4 SPED (LTS)	Ali, Fartun	7.25
FS	FS-Assoc	Althoff, Angela J	7.5
FS	FS-Assoc	Becker, Brenda S	0.75
EA	EA L2	Bergstrom, Megan G	0.25
EA	EA L3	Cermak, Barbara L	1.75
EA	EA L3	Christman, Amber S	3.75
EA	EA L2	Copus, Susan J	0.25
CLERICAL	L3-217	De Leon, Angel M	8
FS	FS-MGR	Deike, Elizabeth M	7.5
EA	EA L2	Engberg, Denise G	3
FS	FS-Assoc	Engum, Cheri L	2
EA	EA L3	Frank, Margaret R	7
EA	EA L2	Gilbertson, Sherry A	1.5
EA	EA L3	Gutierrez Beltran, Maria L	0.5
EA	EA L2	Haroon, Hajir S	1
EA	EA L3	Keane, Kasey E	6
EA	EA L2	Kibler, Lauren	2
CLERICAL	L4-227	Linder, Kathryn	8
EA	EA L3	Lopez, Janet	7

EA	EA L2	Mohammoud, Zahra Ali	2
EA	EA L2	Nurminen, Kari J	1
EA	EA-L4 MEDIA	Nurminen, Kari J	4.75
EA	EA L2	Olson, Diane B	1.5
EA	EA L4 SPED (LTS)	Palmer, Christopher	7
Unaffiliated	DEAN	Peterson, Megan	8
EA	EA L3	Pettengill, Taylor M	3.75
CLERICAL	L4-261	Plomski, Marci	8
EA	EA L3	Skahen, Lori L	0.25
CLERICAL	L4-227 (LTS)	Snoddy, Ashley N	8
EA	EA L3	Tillman, Jack R	0.5
EA	EA L2	Tucker, Kelly M	2
EA	EA L3	Waters, Stacie	0.25

Written notice shall be provided to each employee. Each employee retains recall rights as per their Master Agreement.

A roll call vote was taken and the motion carried unanimously after (7,0 with Chester, Schatz, Currier, Hume, Miller, Alt, and Holweger voting in favor and none voting against).

The meeting adjourned at 8:02 p.m. to a closed session as permitted by Minnesota State Statute §13D.05, subd 3 for the Superintendent's Evaluation.

Dr. Battle, Abigail Alt, Eric Miller, DeeDee Currier, Scott Hume, Darcy Schatz, Jen Holweger and Lesley Chester were present at the closed meeting for the Superintendent Evaluation. The closed session adjourned at 8:43 p.m.

Adjourned to a Closed Session.

Closed Session

DeeDee Currier, clerk

Date Approved

June 11th, 2020

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

TO: Members, Board of Education
Dr. Theresa Battle, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: June 11th, 2020 FINAL

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Appointment		Donna Pfeiffer		St. John's	Teacher	8/31/2020
Certified	Change of Assignment		Christine Peterson		Nicollet Middle School	Teacher	8/31/2020
Certified	Leave of Absence		Gina O'Reilly		Eagle Ridge Middle School	Teacher	2020-2021 School Year
Certified	Leave of Absence		Hye Jeong Thompson		ECSE Center	Teacher- ECSE	2020-2021 School Year
Certified	Leave of Absence		Jill Miller		Eagle Ridge Middle School	Teacher	2020-2021 School Year
Certified	Leave of Absence		John O'Reilly		Nicollet Middle School	Teacher	2020-2021 School Year
Certified	Leave of Absence		Rachel Wenz		Rahn Elementary School	Teacher	2020-2021 School Year
Certified	Leave of Absence		Sarah Zeigler		Sky Oaks Elementary School	Teacher	2020-2021 School Year
Certified	Leave of Absence		Trudy Allen		Eagle Ridge Middle School	Teacher	2020-2021 School Year
Certified	Recall		Alesha Wening		Nicollet Middle School	Teacher	8/31/2020
Certified	Recall		Melissa Isaacson		Eagle Ridge Middle School	Teacher	8/31/2020
Certified	Resignation		Amanda Harrie		Vista View Elementary School	Teacher- Social Worker	6/5/2020
Certified	Resignation		Ashley Mulliken		Sioux Trail Elementary School	Teacher	6/5/2020
Certified	Resignation		Elizabeth Sletten		Eagle Ridge Middle School	Teacher	6/5/2020
Certified	Resignation		Emilie Canton		Gideon Pond Elementary	Teacher	6/5/2020
Certified	Resignation		Jeffrey Nelson		Burnsville High School	Teacher	6/5/2020
Certified	Resignation		Lauren Steel		WM. Byrne Elementary School	Teacher- Social Worker	6/5/2020
Certified	Resignation		Madison Wilts		Eagle Ridge Middle School	Teacher	6/5/2020
Certified	Resignation		Mary Casserly-Smith		Rahn Elementary School	Teacher	6/5/2020
Classified	Appointment		Quincy Voris		Hidden Valley Elementary	Family Liason	6/5/2020
Classified	Resignation		Jenise Redding		Diamondhead Education Center	Community Education Coordinator	6/5/2020
Classified	Resignation		Yvonne Baker		MW Savage Elementary School	Educational Assistant Level II	6/4/2020
Classified	Retirement		Deborah Hughes		Sioux Trail Elementary School	Educational Assistant Level IV- SPI	6/4/2020
Classified	Retirement		Wendy Decker		Burnsville High School	Clerical Level IV	8/21/2020



Agenda IV.A.3.a-g
June 14, 2020

TO: Members of the School Board
Dr. Theresa Battle, superintendent

FROM: Lisa K. Rider, executive director of business services

DATE: June 4, 2020

RE: Annual Fiscal Year Authorizations

The annual organization of the school board occurs in January to conform with the term of office for school board members. Unlike the election of officers, some matters of school board organization are more readily conducted on a fiscal year basis. The following items pertain to fiscal year 2021. They are of a routine nature and although board action is required, discussion is usually unnecessary. I recommend approval of each resolution as indicated. In the event a board member wishes to discuss any item, it should be removed from the consent agenda so that it may receive individual attention.

a. Appointment of Agent of Record – Property & Liability

Annotation: The district's practice has been to employ an agent of record for our property and casualty insurance. This agent receives payment direct from the insurance companies as a percent of our premium.

RECOMMENDATION: That the school board approve the property, casualty, liability agent of record agreement with the Kraus-Anderson Insurance Agency for the 2020-21 fiscal year.

b. Appointment of Agent of Record – Employee Benefits

This agreement recognizes OneDigital as agent for our dental, medical, LTD and life insurance.

RECOMMENDATION: That the school board appoints OneDigital as agent of record for group medical, life, long term disability and dental insurance for the 2020-21 fiscal year.

c. Appointment of Agent of Record – Workers' Compensation Policy

Annotation: The district's practice has been to employ an agent of record for our workers' compensation policy. This agent receives payment direct from the insurance companies as a percent of our premium.

RECOMMENDATION: That the school board approve the workers' compensation agent of record agreement with Associated Benefits and Risk Consulting, for the 2020-21 fiscal year.

d. Membership in Minnesota School Boards Association

Annotation: Membership in the Minnesota School Boards Association is beneficial to the efficient operation of the school district. A 2/3 majority vote is required. The annual membership cost is \$11,742.

RECOMMENDATION: That the School Board renew the district's membership in the Minnesota School Boards Association (MSBA).

e. Membership in Minnesota State High School League

Annotation: The Minnesota State High School League is the governing agency for all inter-scholastic co-curricular activities. The administration recommends renewal of our membership is \$8,639.

RECOMMENDATION: That the school board approves a Resolution for Membership in the Minnesota State High School League for the 2020-2021 school year.

f. Membership in the Association of Metropolitan School Districts

Annotation: The Association of Metropolitan School Districts serves as a research organization and advocate for the district's interest in legislation. We believe that continued membership is most important. The annual cost of membership for 2020-21 is approximately \$11,723.

RECOMMENDATION: That the School Board renew the district's membership in the Association of Metropolitan School Districts (AMSD).

g. Designation of Identified Official with Authority for the MDE External User Access Recertification System

Annotation: The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA).

RECOMMENDATION: that the Board authorize Theresa Battle to act as the Identified Official with Authority (IOwA) and Jami Kenney to act as the IOwA to add and remove names only for Burnsville-Eagan Savage School District 0191-01 beginning July 1, 2020.



**2020-2021 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number 0191-01, County of Dakota, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

Burnsville High School

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

1. Renew its membership in the Minnesota State High School League; and,
OR;
 Make new application for membership in the Minnesota State High School League.
 School Enrollment (9-12): **Click or tap here to enter text.**
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: Click or tap here to enter text.
(Clerk/Secretary - Local Governing Board)

Signed: Click or tap here to enter text.
(Superintendent or Head of School)

Date: Click or tap to enter a date.

Date: Click or tap to enter a date.

District Office address, City, Zip: **200 W. Burnsville Pkwy, Burnsville, MN, 55337**

School Superintendent's Phone: **952-707-2005**

School Superintendent's Email: tbattle@isd191.org

2020-2021 RESOLUTION FOR MEMBERSHIP

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Name of School: **Burnsville High School**

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Designated School Board Member: **Eric Miller**

Email Address: ecmiller@isd191.org

Designated School Representative: **Guillaume Paek**

Email Address: gpaek@isd191.org

208.02 ACTIVITY REPRESENTATIVES

Boys Sports: **Guillaume Paek**

Girls Sports: **Guillaume Paek**

Speech: **Katherine Rider and Derek Tano**

Music: **Molly Holmes and Keith French**

*Mailing Representative: **Guillaume Paek**

*The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings and email messages.

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Board Member: Click or tap here to enter text.

Student: Click or tap here to enter text.

Parent: Click or tap here to enter text.

Faculty Member: Click or tap here to enter text.

Please complete and submit this form with your school's 2020-2022 Resolution for Membership to mshsl_info@mshsl.org If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

Submit this form to mshsl_info@mshsl.org

2100 Freeway Boulevard, Brooklyn Center, Minnesota 55430-1735 | (763) 560-2262 | www.mshsl.org

Burnsville-Eagan-Savage School District 191

200 W. Burnsville Pkwy
Burnsville, MN 55337
952.707.2000
www.isd191.org



RESOLUTION DESIGNATING IDENTIFIED OFFICIAL WITH AUTHORITY FOR THE MINNESOTA DEPARTMENT OF EDUCATION EXTERNAL USER ACCESS RECERTIFICATION SYSTEM

BE IT RESOLVED by the School Board of Burnsville-Eagan-Savage School District 191, as follows:

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA) Burnsville Public School District 0191-01.

The Board recommends to authorize Theresa Battle to act as the Identified Official with Authority (IOwA) and Jami Kenney to act as the IOwA to add and remove names only for Burnsville-Eagan Savage School District 0191-01 beginning July 1, 2020.

School Board Chair

Date: _____



**Agenda IV.B.1.
June 11, 2020**

To: Members, Board of Education

From: Stephanie White, Director of Student Support Services

Date: June 11, 2020

Re: Approve agreement for co-located mental health services with Headway Emotional Health Services, Inc. for 2020-21

RECOMMENDATION: that the Board of Education approve the agreement for mental health services with Headway Emotional Health Services, Inc. for 2020-21 for a total of \$257,500 and authorize the Executive Director of Business Services to execute the agreement.

As a result of an agreement with Headway Emotional Health Services, Inc. for the past several years, mental health services have been made available within our schools.

The agreement for 2020-21 calls for 10 therapists to be co-located in schools and 1-2 master's level interns to support the mental health needs of students in 1 high school, 2 middle schools, and 8 elementary schools. Assignments will be:

- Two therapists will provide services in Burnsville High School
- One therapist will provide services in each of the two Middle Schools.
- Six therapists will provide services in the Elementary Schools, including two split positions which will be determined prior to the beginning of the school year and will take into account enrollment numbers, current caseload size, and referral history.

Mental health services continue to be one of the greater needs of our student population and this agreement allows the district to better serve our students. I am pleased to recommend this agreement for your approval.

**CONTRACT TO PROVIDE SERVICES
BY AND BETWEEN
INDEPENDENT SCHOOL DISTRICT 191, BURNSVILLE-EAGAN-SAVAGE (ISD191)
And
HEADWAY EMOTIONAL HEALTH**

This contract is entered into by the Burnsville-Eagan-Savage Public Schools, District 191, 200 West Burnsville Parkway, Burnsville, Minnesota 55337 (“District 191”) and Headway Emotional Health (“Headway”), 6425 Nicollet Avenue South, Richfield, Minnesota 55423. District 191 and Headway will be collectively referred to in this contract as “the Parties”.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. Services Provided

A. Services to Be Provided at District Expense

Headway agrees to provide mental health specialists to provide assessment and therapeutic treatment for students and families of students attending District 191 who may be experiencing mental health, personal and family problems that may be interfering with their education and daily functioning. This does not include IEP related mental health services. With the co-located model, Headway’s mental health specialists may also provide limited, short-term coordination and consultation with school staff as needed and as indicated by best practices for client care, and to the extent that it does not impact billable session time or capacity.

Headway will provide 10 therapists and 1-2 master’s level interns to support the mental health needs of students in 1 high school, 2 middle schools, and 8 elementary schools. Assignments will be:

- Two therapists will provide services in Burnsville High School
- One therapist will provide services in each of the two Middle Schools.
- Six therapists will provide services in the Elementary Schools, including two split positions which will be determined prior to the beginning of the school year and will take into account enrollment numbers, current caseload size, and referral history.
- Similarly, placement of 1-2 master’s level interns will be determined prior to the beginning of the school year and will take into account referral history, waitlist history, and intern supervision needs.

B. Emotional Health Services to Be Provided at Family/Student or Third Party Expense

Headway mental health specialists will provide assessment and therapeutic treatment for students and families of students attending District 191 who may be experiencing mental health, personal and family problems that may be interfering with their education and daily functioning. These services will be charged to the student or family or a third party.

C. Limitations

Sites not covered under the terms of this contract are: Burnsville Alternative High School. Headway may on occasion provide limited, short-term services to uninsured students within the parameters of Headway’s charitable care cap. Headway reserves the right to decline referrals of uninsured students. If referring uninsured students, District 191 staff will assist families in accessing coverage for which they may be eligible, prior to the referral.

II. Headway Employee Training, Background and Employment Status

A. Training

Headway will ensure that its employees providing service to District 191 students will be appropriately trained for the services they render and appropriately supervised by Headway. Headway has determined that its employees should have a master's degree in a mental health discipline.

B. Criminal Background Check

Headway hereby warrants that each Headway employee providing service to District 191 has been subjected to a criminal background check pursuant to Minnesota Statute Section 299C.60 *et. seq.* Statute Section 123B.03 (as an independent contractor employed by the District) Headway warrants that no prohibited sexual contacts were discovered pursuant to such background inquiries for any employee assigned to work at a District 191 site. A copy of each staff member's criminal background study will be provided to District 191 upon request.

C. Employment

Headway employees shall be hired and employed by Headway. Headway will be solely responsible for hiring, training, development, discipline, discharge, and assignment of employees. Headway will assign service providers in the District for ten months.

Changes in personnel will be made by Headway. Headway agrees to seek consultation with District 191 regarding assignment of service providers to District 191 sites. District 191 shall have absolute authority to prohibit a Headway staff member from providing service under this Agreement. If this occurs, Headway will have thirty business days to replace the provider without disruption of the contract.

Headway employees will not be responsible to provide administrative support to the school and should not be assigned to duties by school staff or administration.

Student, family, and staff support that is related to mental health needs of the student will be provided by the service provider as they and/or Headway deem necessary and appropriate. Headway and its employees will have exclusive control and the exclusive right to determine the types, amount, and extent of services, if any, that are provided. Headway will have the exclusive right to provide services, refuse to provide services, or terminate any client relationship.

The mental health specialists will work as assigned by Headway for an 8.5 hour day (including a lunch period and breaks as required by applicable law and set by Headway) providing services before, during, and after school day hours during the 2020-21 school year. Specific hours will depend on the start time for each school and will be determined by Headway. A total of 9.8 FTE's and 1-2 Interns will be assigned to provide services to 11 school sites. The assignments may change during the school year in order to meet the needs of the schools and/or its students. A copy of the current assignments can be requested from Headway's ISD 191 School-Based Supervisor or the ISD 191 Director of Student Services.

Headway employees will receive pay and benefits from Headway and will receive paid leave and holidays and any other benefits in accordance with Headway's personnel policies. Nothing in this contract shall be construed to make a Headway employee and employee of District 191. Service providers and Headway specialists agree that they are not eligible for any benefits provided to District employees or volunteers, including but not limited to insurance, severance, employee benefits, workers compensation, discounts, tenure, or any other District employee benefits.

III. Independent Contractor Status

Headway is an independent contractor under this contract, and will provide all necessary training to its employees and will provide all tools, equipment, supplies, and materials other than the following: ISD 191 will provide a private space with an internet connection and a locking file cabinet for Headway staff to provide therapy sessions.

The mental health specialists will keep records of the various services rendered and in a manner that complies with the applicable privacy laws, so the Parties may evaluate the effectiveness of the services performed. Headway personnel shall regularly submit information to the Headway supervisor regarding services rendered. Headway supervisor will provide a monthly summary report to the District, in addition to a year-end summary report at the completion of the 2020-21 school year.

Headway will determine how to provide services, the types and amounts of services, and which of its employees will provide the services based on their expertise and professional standards.

IV. Data Practices and Confidentiality/Informed Consent

Headway certifies that its staff members have been instructed on the private nature of information related to students of District 191. Headway will ensure that each service provider will review District 191's Data Privacy Policy in full before the provider begins work in the District.

Each Party will be responsible for any data that it creates or maintains and will comply with the state and federal law requiring the acquisition of data, the storage of data, the release of data, and the destruction of data. Headway will obtain a release of information from each parent/guardian or adult student to share and obtain information from District 191. As members of school collaborative education teams, Headway will provide general recommendations to building staff that will enhance and improve education. District 191 will share information with Headway only as specified under district policy.

Headway will require that students under age 18 years of age will have the written, informed consent of their parent(s) or guardian(s) before Headway provides any services. Students ages 18 years of age and older will sign a written informed consent before services are rendered. Headway will provide initial crisis assessment and support without parental consent.

V. District Obligations under Special Education or Other Law

Headway has no authority to designate its services as "special education", "Section 504" or "related services" under the Individuals with Disabilities Education Improvement Act (IDEIA); Minnesota Statute Section 125A.; Section 504 of the Rehabilitation Act, or any other state or federal disability law.

District 191 has certain obligations under the above laws and is solely responsible for providing the services, if any, required by the state and federal laws.

Headway employees may not engage in restraint or seclusion (restrictive procedures) or corporal punishment upon students of District 191 while working as independent contractors for the District.

VI. Term

This Agreement shall be effective for the regular 2020-21 school year. The term does not include summer school or extended school year.

VII. Termination

Either party may elect to terminate this Agreement by providing 60 days written notice to the contract person identified in Section XVI of this Agreement.

VIII. Contract Payments

In consideration for the services described herein that are to be at District expense, the total cost to the district will be \$257,500. The payment schedule will be 10 equal monthly payments of \$25,750 due on or before the last day of each month beginning September 1st, 2020 and concluding June 30th, 2021.

In the event that the program is terminated as provided in section VII, the remaining amount due for the terminated program will be paid by District 191 at a prorated rate based upon the services rendered at the time of termination. Headway will not seek payment beyond the amount specified above in the 2020-21 school year. Headway agrees that if students, families, or third parties do not pay for the services rendered, it will not seek payment from the District.

IX. Insurance and Indemnity

Headway shall maintain insurance coverage to cover any claims arising out of the services provided under this contract and naming District 191 as an additional insured for purposes of claims arising out of services provided under this contract. A certificate evidencing insurance obtained by Headway shall be furnished to District 191 upon request. Headway shall carry the following minimum insurance coverage in a form acceptable to District 191 at Headway's expense during the term of this contract.

- General Liability Insurance, \$1,500,000 per occurrence, minimum.
- Professional Liability Insurance, \$500,000 per occurrence, minimum.
- District 191 will be listed as an additional insured on Headway's insurance policies with respect to claims related to the services provided under this Agreement.

Headway agrees to defend, indemnify and hold harmless District 191 from any and all liability, claims, causes of action, damages, costs including attorneys' fees and expenses for injuries or damage to person or property arising from or in connection with any intentional or negligent act or omission of Headway, its officers, agents and employees; however, this provision has no effect if the sole proximate cause of injuries or damage is the intentional or reckless conduct of District 191.

X. Compliance with Applicable Laws

The Parties warrant that they will comply with all applicable federal, state and local laws.

XI. Non-Discrimination

Neither Headway nor District 191 shall discriminate on the basis of race, religion, creed, color, sex, national origin, disability, age, marital status, parental status, public assistance status, membership or activity in a local human rights commission, veteran status, sexual orientation, or gender identity and expression.

XII. Successors

All covenants, stipulations and promises in this Agreement will be binding upon and insure to the benefit of the parties hereto and their respective successors, assigns and legal representatives. Headway does not have the right to assign or otherwise transfer its rights or obligations under this Agreement except with the written consent of District 191. Any prohibited assignment will be null and void.

XIII. Governing Law

This Agreement will be governed by and construed pursuant to the laws of the state of Minnesota.

XIV. Waivers

No failure on the part of either party to exercise and no delay in exercising any right or remedy hereunder shall operate as a waiver thereof.

IX. Amendments

This Agreement may not be modified, amended, rescinded, canceled or waived in whole or in part, except by a written instrument signed by both parties or as provided in Section VII, Termination.

XV. Entire Agreement

This Agreement constitutes and expresses the entire agreement and understanding between the Parties relative to the service provided by Headway. This Agreement supersedes all other prior agreements between the Parties.

XVI. Notices

Any notices required by this Agreement shall be sent to the following contact persons for the respective parties. By their signatures below, the signor acknowledges that he/she has authority to contract on behalf of the Party and that the Party agrees to all of the provisions contained in this contract.

Headway Emotional Health

Independent School District 191

Regina Brown
Chief Services Officer
6425 Nicollet Ave S
Richfield, MN 55423
(612) 746-0900

Burnsville-Eagan-Savage
Lisa Rider, Business Manger
100 River Ridge Road
Burnsville, MN 55337
(952) 707-2050

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 School Board meeting of Independent School District #191, State of Minnesota, was held on June 11, 2020, at 6:30 pm., for the purpose, in part, of approving the Intermediate School District No. 917's Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING INTERMEDIATE SCHOOL DISTRICT NO. 917'S LONG-TERM FACILITY MAINTENANCE PROGRAM BUDGET AND AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM FACILITY MAINTENANCE REVENUE

BE IT RESOLVED by the School Board of Independent School District #191, State of Minnesota, as follows:

1. The School Board of Intermediate School District 917 has approved a long-term facility maintenance program budget for its facilities for the 2021/2022 school year in the amount of \$27,053.00 of which our District #191's proportionate share is \$4,212.15. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved. (Exhibit A.)
2. Minnesota Statutes, Section 123B.57, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance 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 long-term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long-term facility maintenance 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 long-term facility maintenance program times a formula that weights two components equally between

the member districts; total net tax capacity and Adjusted pupil units. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds. The inclusion of this proportionate share in the district's long-term facility maintenance revenue application for fiscal year 2022 is hereby approved, subject to approval by the Commissioner of Education.

4. Upon receipt of the proportionate share of long-term facility maintenance 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 #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 #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 long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this ____ day of _____, 2020.

Clerk
Independent School District #191



Division of School Finance
1500 Highway 36 West
Roseville, MN 55113-4266

Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only

ED - 02478-05

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.		Enter Information		District Info.		Enter Information									
District Name:	Intermediate School District #917	Date:	5/4/2020												
District Number:	0917-06	Email:	nicolle.roush@isd917.org												
District Contact Name:	Nicolle Roush														
Contact Phone #	651-423-8227														
Fiscal Year (FY) Ending June 30															
Expenditure Categories		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029			
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.															
Finance Code	Category (1)														
347	Physical Hazards	\$2,000	\$2,000	\$2,060	\$2,122	\$2,186	\$2,251	\$2,318	\$2,388	\$2,460	\$2,534	\$2,610			
349	Other Hazardous Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
352	Environmental Health and Safety Management	\$22,850	\$23,500	\$24,205	\$24,931	\$25,679	\$26,449	\$27,243	\$28,060	\$28,902	\$29,769	\$30,662			
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total Health and Safety Capital Projects		\$24,850	\$25,500	\$26,265	\$27,053	\$27,865	\$28,700	\$29,561	\$30,448	\$31,362	\$32,303	\$33,272			
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year															
Finance Code	Category (2)														
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151															
Finance Code	Category (3)														
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner. (No new appropriations for this category FY 2020 - beyond.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Accessibility															
Finance Code	Category (4)														
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Deferred Capital Expenditures and Maintenance Projects															
Finance Code	Category (5)														
368	Building Envelope	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
369	Building Hardware and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,250	\$272,250	\$0	\$0			
379	Interior Surfaces	\$0	\$43,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$119,063	\$0			
380	Mechanical Systems	\$0	\$0	\$0	\$0	\$276,000	\$290,400	\$297,600	\$304,800	\$0	\$0	\$0			
381	Plumbing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
383	Roof Systems	\$0	\$0	\$0	\$0	\$0	\$0	\$420,000	\$0	\$542,500	\$0	\$0			
384	Site Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total Deferred Capital Expense and Maintenance		\$0	\$43,700	\$0	\$0	\$276,000	\$290,400	\$717,600	\$577,050	\$814,750	\$119,063	\$0			
Total Annual 10-Year Plan Expenditures		\$24,850	\$69,200	\$26,265	\$27,053	\$303,865	\$319,100	\$747,161	\$607,498	\$846,112	\$151,366	\$33,272			

Intermediate School District #917
 Proposed Health and Safety Plan FY22
 Approved May 5, 2019 Board meeting

Appendix A

Environmental Health and Safety - Finance Code 352		
Numerous expenditures covered in this area please see attachment # 3 page 12-14 for details on allowable expenditures		
Project Object Co	Description	Expenditures
305	Fees For Services (Hepatitis A & B, Metro service fee, pest control	\$4,500.00
366	CPR training and mileage reimbursements	\$100.00
401	Supplies (personal protective equipment disposable gloves, cloths, pads, masks, pest control, chemical storage (20% Secondary & 80% Special ed)	\$11,814.00
170	IAQ Coordinator	\$4,400.00
200	benefits	\$667.00
820	Mgmt asst. prog. And Metro ECSU H&S Memb	\$3,450.00
		\$24,931.00
Physical Hazard Control - Finance Code 347		
Project Object Co	Description	Expenditures
	401 PPE for shop areas (harness, boots, safety glasses etc)	\$2,122.00
		\$2,122.00
Grand Total		\$27,053.00

Intermediate School District No. 917
Levy by Member District, 2020 Payable 2021

Exhibit B

Participating Districts (9):

ISD #	Name	<u>Pay 2020 Taxable Net Tax Capacity</u>					Combined Total	District %
		<u>Dakota (19)</u>	<u>Scott (70)</u>	<u>Goodhue (25)</u>	<u>Washington (82)</u>	<u>Hennepin (27)</u>		
6	South St. Paul	16,269,130	-	-	-	-	16,269,130	3.11%
191	Burnsville	62,937,642	21,027,414	-	-	-	83,965,056	16.03%
192	Farmington	35,523,187	-	-	-	-	35,523,187	6.78%
194	Lakeville	69,631,561	14,972,116	-	-	-	84,603,677	16.15%
195	Randolph	4,844,959	706,248	-	-	-	5,551,207	1.06%
197	West St. Paul	74,618,676	-	-	-	-	74,618,676	14.25%
		331,452,608	36,821,993	38,255	4,615,787	150,873,003	523,801,646	

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

FY22 Levy: \$27,053.00

ISD #	Name	APU Est 2020-21	APU District %	Combined TNTC	NTC District %	50/50 Blended %	District's Portion LTFM Levy	NTC Rate
6	South St. Paul	3665.58	6.14%	16,269,130	3.11%	4.62%	1,249.85	
191	Burnsville	9015.90	15.10%	83,965,056	16.03%	15.57%	4,212.15	
192	Farmington	7895.60	13.23%	35,523,187	6.78%	10.00%	2,705.30	
194	Lakeville	12800.40	21.44%	84,603,677	16.15%	18.80%	5,085.96	
195	Randolph	716.40	1.20%	5,551,207	1.06%	1.13%	305.70	
197	West St. Paul	5642.60	9.45%	74,618,676	14.25%	11.85%	3,205.78	
199	Inver Grove Heights	3929.92	6.58%	34,189,624	6.53%	6.56%	1,774.68	
200	Hastings	4725.20	7.92%	38,091,871	7.27%	7.59%	2,053.32	
271	Bloomington	11305.76	18.94%	150,989,218	28.83%	23.88%	6,460.26	
		59,697.36	100.0%	523,801,646	100.0%	100.0%	27,053.00	



Agenda Item IV.B.3.
June 11, 2020

TO: Members, Board of Education
Dr. Theresa Battle, Superintendent

FROM: Lisa Rider, Executive Director of Business Services

DATE: June 5, 2020

RE: Approve Long-Term Facilities Maintenance Program Budget for FY22

Recommendation: That the Board of Education approves the Long-Term Facilities Maintenance Program Budget for FY2022.

As a result of the 2015 Legislative Session, Long-Term Facilities Maintenance Revenue was created to replace Alternative Facilities, Health & Safety, and Deferred Maintenance Revenues beginning in FY2017. This recommendation applies to FY2022 which will need to be included in the PAY 2021 levy to come before the Board in September. Application for this revenue must be made in advance of the levy documents to Minnesota Department of Education (MDE).

What has not changed for ISD 191:

- The 25 large districts formerly eligible for Alternative Facilities revenue, including ISD 191, continue to be eligible for revenue based on approved project costs, without a state-imposed per pupil limit.
- Districts may choose to fund program expenses by issuing bonds, through pay as you go levy, or a combination of the two.

What has changed for ISD 191:

- Previously known Health & Safety and Alternative Facilities revenues are rolled into a new formula entitled Long-Term Facilities Maintenance Revenue.
- Alternative Facilities and Health & Safety project plans must be submitted using the new Long-Term Facility Maintenance Revenue Application and UFARS structure of finance codes established by MDE as a result of the new state statute. Original board-approved projects remain in place, but are now sorted according to the new UFARS coding structure.
- The new funding formula includes equalized state aid; therefore a portion of the ISD 191's existing long-term deferred maintenance plan will now be funded through state aid; this provides ISD 191 the ability to accelerate and expand the investment in deferred maintenance projects while maintaining a flat

overall tax impact. FY2022 estimates \$409,780 of health and safety related projects and \$1,629,100 of alternative facility projects equaling \$2,038,880 for ISD 191 total projects.

- Members of intermediate districts and cooperatives may levy for a proportionate share of intermediate/coop costs in addition to the regular allowance, with the approval by school boards of all member districts. A previous agenda item contained the inclusion of ISD 191's proportional share of Intermediate District 917 LTFM revenue anticipated to be \$4,212.15. This amount is approximately 15.57% of the \$27,053.00 FY2022 Intermediate 917 projects.

For 2022 and beyond, the identified projects are estimated placeholders and will be updated for board approval on an ongoing basis as actual projects are identified. The projected plan continues to estimate investment in projects which will maintain an overall flat tax impact.

I recommend that the Board of Education approve the Long-Term Facility Maintenance Program Budget, which now includes debt payments related to Alternative Facilities Bonds sold, Alternative Facilities 10 Year Project Plan and Health & Safety budget and incorporates the requirements of new state statute.

Please contact me with any questions you may have.

Attached:
Long-Term Facility Maintenance Expenditure Plan
10 year projects listed by year and within by site



Division of School Finance
1500 Highway 36 West
Roseville, MN 55113-4266

Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only

ED - 02478-05

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.		Enter Information		District Info.		Enter Information									
District Name:		Burnsville-Eagan-Savage Schools		Date:		6/5/2020									
District Number:		0191-01		Email:		Lrider@isd191.org									
District Contact Name:		Lisa Rider													
Contact Phone #		952-707-2050													
Fiscal Year (FY) Ending June 30															
Expenditure Categories		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030			
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.															
Finance Code	Category (1)														
347	Physical Hazards	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392	\$72,392			
349	Other Hazardous Materials	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000			
352	Environmental Health and Safety Management	\$234,350	\$234,350	\$205,484	\$205,484	\$205,484	\$205,484	\$205,484	\$205,484	\$205,484	\$205,484	\$205,484			
358	Asbestos Removal and Encapsulation	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000			
363	Fire Safety	\$211,000	\$72,000	\$90,904	\$81,000	\$72,000	\$90,904	\$81,000	\$72,000	\$90,904	\$90,904	\$90,904			
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total Health and Safety Capital Projects		\$558,742	\$419,742	\$409,780	\$399,876	\$390,876	\$409,780	\$399,876	\$390,876	\$409,780	\$409,780	\$409,780			
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year															
Finance Code	Category (2)														
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151															
Finance Code	Category (3)														
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner. (No new appropriations for this category FY 2020 - beyond.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Accessibility															
Finance Code	Category (4)														
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Deferred Capital Expenditures and Maintenance Projects															
Finance Code	Category (5)														
368	Building Envelope	\$106,336	\$0	\$101,000	\$96,000	\$0	\$0	\$0	\$185,000	\$0	\$0	\$75,000			
369	Building Hardware and Equipment	\$0	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0			
379	Interior Surfaces	\$572,347	\$363,487	\$1,244,300	\$63,072	\$0	\$0	\$0	\$175,080	\$65,000	\$25,000	\$606,000			
380	Mechanical Systems	\$208,198	\$463,567	\$0	\$45,000	\$0	\$0	\$1,394,100	\$0	\$949,100	\$1,217,955	\$0			
381	Plumbing	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000	\$985,600	\$3,000	\$0	\$0			
382	Professional Services and Salary	\$195,410	\$194,877	\$248,800	\$259,000	\$265,000	\$263,300	\$304,000	\$245,000	\$0	\$0	\$25,000			
383	Roof Systems	\$0	\$0	\$0	\$1,200,000	\$700,000	\$502,658	\$0	\$0	\$0	\$0	\$0			
384	Site Projects	\$648,287	\$1,194,027	\$35,000	\$35,000	\$816,110	\$735,000	\$0	\$0	\$636,000	\$630,415	\$670,000			
Total Deferred Capital Expense and Maintenance		\$1,730,578	\$2,215,958	\$1,629,100	\$1,763,072	\$1,781,110	\$1,515,958	\$1,773,100	\$1,590,680	\$1,653,100	\$1,873,370	\$1,376,000			
Total Annual 10-Year Plan Expenditures		\$2,289,320	\$2,635,700	\$2,038,880	\$2,162,948	\$2,171,986	\$1,925,738	\$2,172,976	\$1,981,556	\$2,062,880	\$2,283,150	\$1,785,780			



Division of School Finance
1500 Highway 36 West
Roseville, MN 55113-4266

Fiscal Year (FY) 2022 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-06
Due: July 31, 2020

General Information: Minnesota school districts, intermediate school districts and cooperatives applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2020. Submit to [Sarah C. Miller](mailto:Sarah.C.Miller@mde.state.mn.us) (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

Identification Information

Name of District or Cooperative: Burnsville-Eagan-Savage Schools ISD#191	District Number and Type: 0191-01	Date Submitted: 7/15/2020
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Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2022 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2022 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. § 127A.411, subd. 3).
6. The district’s plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. § 121A.335).

Certification of Statement of Assurances

A Statement of Assurances submitted by a single district must be signed by the district superintendent. A Statement of Assurances submitted by an intermediate school district or cooperative must be signed by the intermediate district superintendent or cooperative director.

Signature – Superintendent or Cooperative Director:	Name – Superintendent or Cooperative Director (Please print) 181	Date:
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LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2020/2021			
	Burnsville High School		
		Replace Sprint Turf on football field / 100,000 SQ FT	\$715,850.00
	Districtwide		
		Concrete Replacement	\$25,000.00
		Engineering Fees (10%)	\$84,877.00
		Project Management	\$110,000.00
	Eagle Ridge Middle School		
		Replace 1996 carpet throughout building.	\$363,487.00
	Harriet Bishop Elementary		
		Bituminous reconstruction on the parking lot/ sidewalk repair (106,500 SF).	\$453,177.00
	Nicollet Middle School		
		Replace 1 Hot Water boiler with High-efficiency condensing boilers	\$463,567.00
		<u>Total FY</u>	<u>\$2,215,958.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2021/2022			
Districtwide			
		Concrete Replacement	\$35,000.00
		Engineering Fees (10%)	\$138,800.00
		Project Management	\$110,000.00
Eagle Ridge Middle School			
		Resurface Gym wood floor, sand and repaint lines	\$25,000.00
		Exterior caulking, control joints.	\$75,000.00
		Remodel locker rooms. (Floor, New Lockers) Showers	\$625,000.00
		Replace interior 1996 wood doors. With HM	\$345,000.00
Gideon Pond Elementary			
		Replace skylights	\$26,000.00
		Replace Interior wood doors With hollow metal doors.	\$249,300.00
<u>Total FY</u>			<u>\$1,629,100.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2022/2023			
Diamondhead Education Center			
		Repaint interior of building.	\$63,072.00
		Replace storefront at link.	\$65,000.00
		Repair exterior EIFS, and exterior painting.	\$96,000.00
		Re-roof	\$1,200,000.00
Districtwide			
		Engineering Fees (10%)	\$149,000.00
		Project Management	\$110,000.00
		Concrete Replacement	\$35,000.00
Metcalf Middle School			
		Walk in Cooler & Freezer, Change water cooled to air cooled units and relocate to the roof	\$45,000.00
<u>Total FY</u>			<u>\$1,763,072.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2023/2024			
	Burnsville High School		
		Re-Roof C-wing (48195 SF)	\$700,000.00
	Districtwide		
		Engineering Fees (10%)	\$155,000.00
		Concrete Replacement	\$25,000.00
		Project Management	\$110,000.00
	Eagle Ridge Middle School		
		Bituminous Reconstruction, (148,000 SF). Concrete repair	\$435,560.00
	Hidden Valley Elementary		
		Bituminous reconstruction, (120,800 SF).	\$355,550.00
		<u>Total FY</u>	<u>\$1,781,110.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2024/2025			
Districtwide			
		Concrete Replacement	\$35,000.00
		Project Management	\$110,000.00
		Engineering Fees (10%)	\$153,300.00
Eagle Ridge Middle School			
		Replace 8 DX rooftop units	\$850,000.00
Sioux Trail Elementary			
		Re-place airdale classroom units	\$367,658.00
<u>Total FY</u>			<u>\$1,515,958.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2025/2026			
Districtwide			
		Engineering Fees (10%)	\$194,000.00
		Project Management	\$110,000.00
Metcalf Middle School			
		Replace outdated steam boilers	\$700,000.00
		Steam to Hot water in the square Building	\$694,100.00
		Plumbing updates	\$75,000.00
<u>Total FY</u>			<u>\$1,773,100.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2026/2027			
	Burnsville High School		
		Resurface the gymnasium floor	\$45,000.00
	Districtwide		
		Project Management	\$110,000.00
		Engineering Fees (10%)	\$135,000.00
	Eagle Ridge Middle School		
		Repair/repaint walls in educational houses.	\$80,000.00
	Hidden Valley Elementary		
		Replace stage curtains.	\$50,080.00
	MWSavage Elementary		
		Automatic sprinklers in remainder of the building (Fire safety)	\$985,600.00
	Sioux Trail Elementary		
		Exterior caulking, tuck-pointing and brick repair.	\$185,000.00
		<u>Total FY</u>	<u>\$1,590,680.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2027/2028			
	Cedar School		
		Bituminous overlay, sidewalk and landscaping replacement.	\$521,000.00
	Gideon Pond Elementary		
		Update boilers to Hot water / DDC controls	\$949,100.00
	Nicollet Middle School		
		Repair Bituminous and curbs	\$115,000.00
	Wm Byrne Elementary		
		Repair or replace hose bibs around the school	\$3,000.00
		Repaint Classrooms and replace p-lam counter tops	\$65,000.00
<u>Total FY</u>			<u>\$1,653,100.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2028/2029			
Burnsville High School			
		Bituminous reconstruction (South lot)	\$529,775.00
Diamondhead Education Center			
		Replace light fixtures and ACT.	\$100,640.00
Eagle Ridge Middle School			
		PAC / folding wall (1996) - replace	\$25,000.00
		Replace pool air handler	\$268,855.00
Sioux Trail Elementary			
		Update boilers to Hot water / DDC controls / new hw pumps	\$949,100.00
<u>Total FY</u>			<u>\$1,873,370.00</u>

LTFM/Ten Year Plan

FY	Location	Description of Work	Estimated Cost
2029/2030			
Districtwide			
		Engineering / Management Plan Study (Hardscapes)	\$25,000.00
Gideon Pond Elementary			
		Bituminous Mill and Overlay, sidewalk repair. Restripe parking lot / curbs /crosswalks/playground	\$670,000.00
Hidden Valley Elementary			
		Replace operable wall cafeteria.	\$26,000.00
		Replace vinyl flooring (Café)	\$23,000.00
		Replace ceiling tile throughout building.	\$425,000.00
		Replace wall fabric on tackable surfaces.	\$84,000.00
		Repaint interior of building. Including doors	\$48,000.00
Nicollet Middle School			
		Waterproof the basement link area to prevent flooding	\$75,000.00
<u>Total FY</u>			<u>\$1,376,000.00</u>

SMART Goals for the ISD 191 School Board

Goal 1: Onboarding

1. Pre-candidacy - "Info for Prospective Board Members"
 - a. Posted under "School Board" in district website outside of Election season
 - b. Posted under "Quick Links" from June 1 thru Election Day when board seats come open for reelection

SMART Goal: Before July 1st 2020, create a document that outlines the school board role for prospective candidates that will be available on the district website, as a handout from the district office, and included in the candidate filing packet.

Action : Board approves document

Action : Communications Dept reviews document and applies branding

Action : Branded document is printed for handouts and for candidate filing packets

Action : Branded document is posted on the website under "School Board" at all times and under "Quick Links" from June 1 through end of filing deadline

2. For candidates leading up to Election Day
 - a. All candidates invited to attend (and rsvp for) group info sessions with Superintendent
 - b. Superintendent sends personal invitation to each candidate to answer questions
 - c. Other options:
 - i. to have a panel of three board members (not up for re-election) extending an invitation to candidates to attend a Q&A session.
 - ii. Create an FAQ for candidates

SMART Goal: Before August 1st, 2020 create and document an internal process for providing school board candidates with an informal Q&A session between the filing deadline and October 15th with Superintendent and up to three board members who are not currently up for re-election.

Action : Superintendent and Board to determine topics to cover, amount of time, etc.

Action : Document the process

3. Post-Election Day
 - a. Chair assigns mentors to new board members
 - b. By early-December, mentors reach out to mentees and schedule first mentoring conversation.
 - c. Mentoring continues through Year 1, with support from MSBA trainings (see Google sheet, "Board Planning Document" and MSBA documents online.)

SMART Goal: Before August 15th, 2020 create and document a process for onboarding incoming board members including those who may have served in the past.

Action : Determine what activities will be included in this process and the timing

Action : Document the process

Action : Assemble supplementary documentation

Action : Determine if this will be an internal document or a packet assembled for new board members.

Action : Review and approve document or packet

Goal 2 - PR, board members as ambassadors

1. Scott and Lesley work with Theresa and Aaron on, "clarifying the message and our role in supporting efforts to increase enrollment."
 - a. Determine 3 measurable indicators of progress (measurements, specific activities, behavioral change, shift or reallocation of district resources)
 - b. Advise chair when topic should be added to retreat agenda.

SMART Goal: Before October 1st, 2020 work with Communications Director to clarify and specify the board's role in supporting efforts to increase district enrollment.

Action : Determine what specific activities will be included in this process and the timing

Action : Document the expectations and roles for the school board

Action : Discuss in board retreat

Goal 3 - Strategic Plan - connect all boardwork to One91 Strategic Plan

1. Officers Meetings beginning May 2020 for each board meeting (regular, workshop, retreat, special): for each agenda item, identify specific goal and how it aligns to the Strategic Plan.

SMART Goal: Beginning May 2020, board officers will implement adding Strategic Plan alignment language to all board agendas.

School Board-Superintendent Communications Practices

Philosophy/Purpose Clear and timely communication between members of the Board of Education and the Superintendent is essential to a productive working relationship by establishing trust and ensuring all parties **are listened to**, informed and prepared to be effective.

Clearly defining communications procedures, as well as roles and responsibilities, will help reduce confusion and the potential for misinformation or conflicting information to be shared to other parties, including district leadership, staff and community members. Additionally, it will help support Board Members in their role of Governance and support the Superintendent to provide leadership and supervision for the school district.

Goals of these Communications Protocols

- Clearly define roles and expectations for **two-way** communication between Board Members and the Superintendent
- Set expectations for communication involving Board Members and district staff
- Ensure clear and consistent two-way communication

Values In working together for District 191, Board Members and the Superintendent will model the District 191 Values as outlined in the Strategic Plan.

- Expectations: I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community.
- Respect: I will honor the uniqueness of myself and others.
- Integrity: I will do the right thing...even when no one is looking.
- Partnership: I will engage in relationships and action which empowers learning for ALL.

Guiding Principles of Board/Superintendent Communication

- We will speak with one voice.
- We will value and respect the unique and distinct roles of the Board and the Superintendent.
- We will communicate positively about each other, staff and District 191 as a whole.
- We will advocate for District 191 and public education.
- We will strive to have no surprises by communicating regularly and clearly.

Legal Requirements The Board and Superintendent will follow all applicable state laws concerning open meetings.

Roles and Responsibilities As a body of elected officials, the Board as a whole represents the

community at large and has the responsibility to oversee the operation of the school district, through the Superintendent.

Board Members:

- Speak with one voice, communicating the decisions of the Board with support from the Superintendent and advocating for District 191 schools.
- Work together, taking recommendations from the Superintendent, to establish district policy, adopt the district budget, and conduct district business as outlined in policy and state statute.
- Work together to provide direction to and review the work of the Superintendent.
- Represent the voice of the community through constituent relations, including by bringing concerns of community members and staff, as detailed below.
- Supports publicly the work of the district and communicates the value of District 191 schools and programs.

Board Chair:

- Serves as a liaison between the Board and the Superintendent.
- **Works with the Superintendent to establish their individual responsibilities in keeping the full board informed.**
- Works with the Superintendent to set meeting agendas, as outlined by Policy.
- Works with the Superintendent and Director of Communications to act as primary spokesperson for the Board with the media.

Superintendent:

- In consultation with the Board Chair, establishes and reviews these communications protocols.
- Schedules meetings with individual board members.
- Provides information requested by board members, as outlined in these protocols.
- Works with the Board Chair to set meeting agendas, as outlined by Policy.
- **Superintendent's Designee: The Superintendent emails Chair and Vice Chair when designating a member of her Leadership Team to act as her designee or back-up. The Superintendent copies the designee in the email, ensuring that Chair and Vice Chair receive the designee's contact information. A designee is needed when the Superintendent is not available to fulfill her responsibilities as Superintendent as outlined by her employment contract and by this document.**
- **Where work and/or conversations are not time sensitive or do not stem from an emergency, the Superintendent or her designee and Board Chair (or Vice Chair, when Board Chair is unavailable) will respond to communications as soon as is reasonably possible, either by sharing information by email, or by establishing a mutually agreeable time via text to meet or talk by phone.**

Regular Communication

Weekly email: The Superintendent will provide a weekly update to Board Members via email. The weekly update will include issues selected by the Superintendent as important, updates requested by the Board, and information from members of the Superintendent's leadership team. Board Members are expected to check emails in a timely manner. The executive assistant to the superintendent will provide a weekly update for calendar invites and events to board members.

One-on-one meetings: The Superintendent will meet regularly with individual Board Members to provide information, hear and answer questions or concerns, and conduct business (e.g. setting agendas or scheduling meetings), as needed. At the Superintendent's discretion, she will send a follow-up email to all Board Members as a response to specific requests/questions.

Board work sessions: The Board Chair and Superintendent may schedule work sessions for the Board where topics of particular importance can be presented and discussed in depth. In general, staff participation at these meetings will be limited to presenting information and answering questions.

Regular Board Meetings: As scheduled by the Board each year, the Board will hold regular meetings for conducting district business and receiving informational reports. Agendas will be set by the Superintendent and Board Chair. Documents for Board meetings will be available to Board Members per policy.

Board Members are asked to submit questions about materials in advance, so they can be answered before the meeting. Questions related to board materials are ideally submitted by Monday noon prior to the regular board meeting, and staff will respond by 4:30 pm Wednesday. Questions received after Monday noon will be answered as soon as is reasonably possible. Board Members may still choose to ask their question(s) at the meeting, if they feel there is a benefit to the answer being shared in a public forum.

Communication with Staff In general, Board Members should make requests for information to the Superintendent, who will determine the appropriate method for responding to those requests.

The Board and its members will not issue directives to staff except through the Superintendent or the Superintendent's designated representative(s). Regarding staff presentations in Boardbook, suggestions for revisions and questions should be sent to the staff member, direct supervisor and Superintendent if the staff is not a member of senior leadership team.

Individual Board Members will not request reports or compilation of materials from staff that involves significant work time unless the majority of a Board Committee or the Board as a whole

reached consensus on the preparation of the report. For individual requests, the superintendent will work with the individual board member to better understand scope and expectations of the inquiry, and will coordinate with the Board Chair on a response.

Emergency/Crisis Communication In the event of an emergency/event, the Superintendent will ensure that all Board Members are aware of the situation as soon as possible, providing details that are available. In general, this information will be provided by email, with a text notification being sent by the Superintendent to bring Board Members' attention to the email.

- **When work is either time sensitive (as it relates to health and safety), or represents an emergency situation, the Superintendent (or Superintendent's designee) and Chair (or Vice Chair, when the Chair is not available) will acknowledge communications by text within two hours and at the very least, will establish a mutually agreeable time to meet or talk. When the event occurs overnight, these same communications happen as soon as possible in the morning.**

After the initial alert is shared with the full BOE, formal Communications process for notification is Chair, BOE, staff, then students/families. This helps ensure that Chair and BOE is informed and can provide last minute feedback on planned communications outside of BOE. More importantly, it ensures full board support of the superintendent in formal, external communications to our school community.

As needed subsequent updates on the emergency situation may be provided by the Communications Director or other staff members, as requested by the Superintendent.

Community Relations Members of the Board will refer all personal appeals, applications, complaints, and other communications concerning the administration of the school district to the Superintendent or his or her designated representative(s) for investigation and report to the Board Member.

Board Members will encourage staff and community members to follow the chain of command, bringing their complaint or concern to their teacher, principal, Supervisor and/or Superintendent, as appropriate.

Responses to community members will be provided by the Board Chair, in consultation with the Superintendent and appropriate staff. With regard to parent communications, when receiving emails that are unique and personal to the academic experiences of a particular student or family, the Superintendent will work with appropriate staff to provide an initial (and likely more technical) response. The Board Chair will follow up with a general response to the parent on behalf of the school board.