



Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN 55337
May 11, 2023
6:30 PM

Strategic Directions:

- Creating space and opportunity for each and every voice to be heard
- Actively leading by developing and sustaining a diverse and equitable education system
- Supporting and leveraging innovation to improve student outcomes and district culture
- Engaging our community to ensure common understanding of our Strategic Roadmap and the district work to support it

5:45 PM Listening Session with Director Abigail Alt and Director Anna Werb

I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

II. Approval of Agenda

III. Information

- A. Report about Pathways Progress 3
Speaker(s): Imina Oftedahl, Director of Curriculum, Instruction and Assessment, and Dr. Kathy Funston, Director of Strategic Partnerships and Pathways
- B. Report about Adult Basic Education (ABE) 16
Speaker(s): Susan Edmonson, ABE Program Coordinator, and Students
- C. Student Representative Report 28
- D. Superintendent Report 29
- E. Board Member Reports 30

IV. Business Meeting

A. Consent Agenda

Description: Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.

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.

1. Approve Minutes	34
2. Approve Personnel Recommendations	35
3. Adopt a Resolution to Accept Donations	36
4. Receive a Report about the Listening Session	38
5. Approve Scheduling a Board Retreat on June 15, 2023	39
6. Approve, on a First Reading Basis, Nonsubstantive Changes to Policies 201: <i>Legal Status of the School Board</i> , 202: <i>School Board Officers</i> , and 212: <i>School Board Member Development</i>	40
7. Approve No Changes to Policies 101.1: <i>Name of the School District</i> , 203: <i>Operation of the School Board - Governing Rules</i> , 203.1: <i>School Board Procedures; Rules of Order</i> , 203.2: <i>Order of the Regular School Board Meeting</i> , 203.6: <i>Consent Agendas</i> , 213: <i>School Board Committees</i> , 299: <i>Student Representative to the School Board</i> , and 306: <i>Administrator Code of Ethics</i>	50
B. New Business	
V. Adjourn to a Workshop	
A. Board Priorities	66
Speaker(s): Dr. Theresa Battle, Superintendent	
B. Discuss Board Goals	69
Speaker(s): Scott Hume, Board Chair	

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**Agenda III.A.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Imina Oftedahl, director of curriculum, instruction and assessment, and Dr. Kathy Funston, director of strategic partnerships and pathways

Date: May 11, 2023

Re: Report about Pathways Progress

Receive a report about Pathways Progress from Imina Oftedahl, director of curriculum, instruction and assessment, and Dr. Kathy Funston, director of strategic partnerships and pathways.

Pathways Programming Update

Imina Oftedahl,
director of curriculum,
instruction and assessment

Dr. Kathy Funston,
director of pathways and
partnerships

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Burnsville · Eagan · Savage

May 11, 2023

Overview

- Pathways Vision
- K-12 Alignment
- Pathways Impacts
- Looking Forward

Pathways Vision

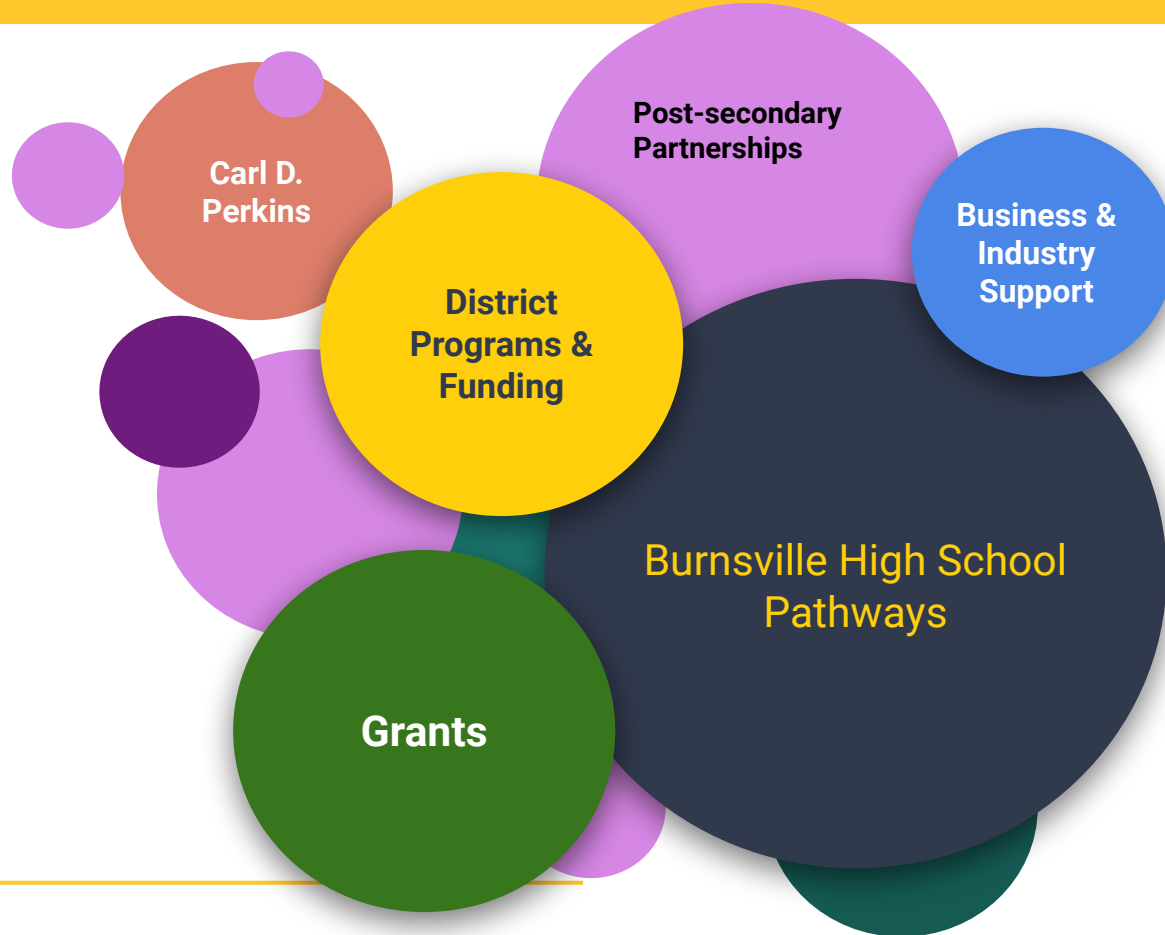
Actively leading by developing and sustaining a diverse and equitable education system

Supporting and leveraging new methods and original thinking to improve student outcomes

Engaging our community to ensure common understanding



Intersectionality of Pathways Partners



Arts, Global Communications & Information Systems

K-5

SPARK Wonder

6-8

FUEL Exploration

9-12⁸

BLAZE Your Path

Core

Literacy (K-5)
Music (K-5)
Visual Art (K-5)
Scratch Coding (2-3)
Instrumental Music (5)

Enrichment

Musical Storytelling (1)
Advanced Learning: Communication (2)
Ceramics (K-5)
Minneapolis Institute of Art Field Trip (3)
Orchestra Hall Field Trip (4)
Henna Design (5)
Class Notes Artists-in-Residence (K-5)

Extra Curricular

Technology Club

Core

Xello (6-8)
Social Studies (6-8)
Media Literacy (6)
Digital Knowledge (7)
Literary Arts/Communication (6-8)

Enrichment

Choir (6-8)
Band (6-8)
Orchestra (6-8)
Drama (6-7)
Visual Art (6-8)

Extra Curricular

Jazz Band (7-8)
Musical Performance (6-8)
Honor Band (7-8)
Yearbook (6-8)

Pathways

Visual & Performing Arts

- Music
- Theater
- Visual Arts

Journalism & Broadcasting

- Video Journalism
- Print Journalism
- Radio Broadcasting

Information Technology

- Information Support Services
- Network Systems
- Programming & Software
- Web & Digital Communications

Business, Management & Entrepreneurship

K-5

6-8

9-12

9

SPARK Wonder

FUEL Exploration

BLAZE Your Path

Core

Math Expressions (K-5)
Literacy (K-5)

Enrichment

Advanced Learning: Entrepreneurship (4)
College & Career Exploration (K-5)

Extra Curricular

Peer Leaders
Student Council

Core

Xello (6-8)
Math (6-8)
FACS (6-7)

Enrichment

To be determined

Extra Curricular

Green Team (6-8)
Student Council (6-8)
Where Everybody Belongs-WEB
Leaders (8)

Pathways

Marketing

- Merchandising
- Marketing Communications
- Professional Sales

Finance

- Banking Services
- Business Finance
- Accounting

Business, Management & Administration

- Administrative Support
- Operations Management
- General Management

Hospitality & Tourism

- Culinary Arts
- Lodging
- Recreation, Amusements & Attractions
- Travel & Tourism

Design, Engineering & Manufacturing Technologies

K-5

6-8

9-12

10

SPARK Wonder

FUEL Exploration

BLAZE Your Path

Core

- Math Expressions (K-5)
- Science (K-5)
- Digital Learning (K-5)

Enrichment

- I Am a Designer (K)
- Advanced Learning: Engineering (3)
- Advanced Math (4-5)
- REM5 VR Field Trip (4)
- College & Career Exploration (K-5)

Extra Curricular

- Technology Club
- Chess Club

Core

- Xello (6-8)
- Math (6-8)
- Science (6-8)
- PLTW: Design & Modeling (6)
- PLTW: Magic of Electrons (7)
- PLTW: Flight & Space (8)

Enrichment

- PLTW: Automation & Robotics (8)
- PLTW: Green Architecture/Energy (8)

Extra Curricular

- Science Fair (6-8)
- Robotics (8)
- Chess Club (6-8)

Pathways

Architecture & Construction

- Construction
- Design
- Maintenance/Operations

Manufacturing

- Production
- Quality Assurance
- Logistics

Engineering, Design & Technology

- Engineering Design

Engine & Automotive Technology

- Automotive Repair
- Engine Technologies

Health Sciences & Human Services

K-5

SPARK Wonder

Core

Physical Education (K-5)
Science (K-5)
Social Emotional Curriculum (K-5)

Enrichment

Advanced Learning: Health & Wellness (5)
All District Track Meet (5)
Science Fair (3-5)
College & Career Exploration (K-5)
Multicultural Games (K-2)
Cooperative Activities (3-5)

Extra Curricular

To be determined

6-8

FUEL Exploration

Core

Xello (6-8)
Advisory (6-8)
Physical Education (6-8)
Family & Consumer Sciences (6-7)
Science (6-8)
Health (8)

Enrichment

Sports & Fitness (8)
Personal Health & Wellness (7)

Extra Curricular

Service Club (6-8)
Athletics: Cross Country, Soccer, Tennis, Basketball, Wrestling, Track, Volleyball (6-8)

9-12¹¹

BLAZE Your Path

Pathways

Health Sciences

- Biotechnology
- Diagnostics
- Health Information
- Therapeutic Services

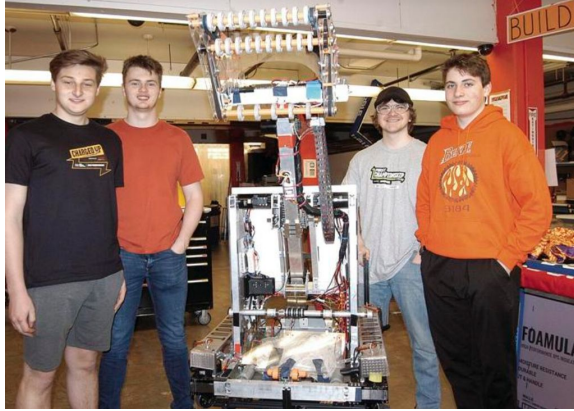
Education

- Administration
- Teaching/Training
- Professional Support
- Services

Government & Community Services

- Correction Services
- Emergency & Fire Management Services
- Public Management & Administration

Pathways Impacts



Blaze Robotics



"Through the Pathways program, it's almost like I was given an internship opportunity. I originally didn't plan to become a teacher, but through the classes...I learned how powerful the job of an educator truly is."

Ashley Palacio, 2023 graduate

Dr. Amy Loyd
Assistant Secretary, Office of Career,
Technical and Adult Education



Leveraging New Methods/Original Thinking

13

Culinary	Education	Fashion/Design	Automotive
<p>Increase from 7 sections to 23 sections</p> <p>5 teachers in one lab</p> <p>*Baking *Allergen-Friendly Cooking</p>	<p>6 college credits from Metro State</p> <p>7 students will receive a \$6,000 scholarship</p> <p>50% of students in the Pathway are students of color</p>	<p>Increase from 2 to 4 sections</p> <p>Digital illustrator technologies</p> <p>Fashion/Design students regularly collaborate with Construction students on projects</p>	<p>30 hours of training and completed 8 assessments</p> <p>4 new courses will be added for student certification</p> <p>ASE certification site visit will occur in late May</p>

Looking Forward

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Associate of Art Degree Pathway



Pathways Progress

"...to make my future easier and save some money."

"I am going into pre-med and will be in school for a long time. I am really excited to get two years of college done before graduating high school."

"...to be in classes with people who care about their education."

"I am glad that I still get to take band and earn a lot of college credits at the same time."

"...to take classes with a college professor."

"I am glad I still get to take AVID."

"I am going to save a lot of money."

Pathways Progress

15



thank
you



**Agenda III.B.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Susan Edmonson, ABE Program Coordinator and students

Date: May 11, 2023

Re: Report about Adult Basic Education (ABE)

Receive a report about Adult Basic Education (ABE) from Susan Edmonson, ABE Program Coordinator and students.

2022-2023 Adult Basic Education¹⁷ (ABE)

Susan Edmonson

Adult Basic Education Coordinator

Socorro Martinez, Jason Sheng
ABE Students

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**School for
Adults**

Adult Basic Education (ABE) Program Overview

ABE Student Population

- ★ Over 1,000 students 2022-2023 School Year
- ★ Over 84,000 attendance hours

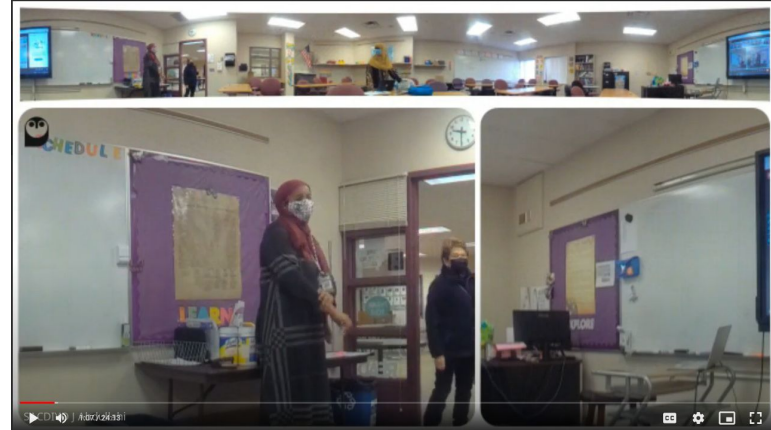
ABE Class Options

- ★ 22 class options for students including Hybrid, Hyflex, Online, and In-Person
- ★ English as a Second Language (ESL), General Education Diploma (GED), Northstar Digital Literacy, Citizenship, Paraprofessional Prep, Pre-CNA (Certified Nursing Assistant) Prep



Flexible Class Options

- ★ **Hyflex Classes**- students can attend and participate from home OR in person
- ★ **Hybrid Classes**- our morning and afternoon ESL (English as a Second Language), GED, and Para Pro classes are in person 3 times a week and online 1 time per week
- ★ **Online classes**- we have a full time online teacher that teaches morning and evening ESL classes
- ★ **In Person classes**- our evening ESL and GED classes are fully in person
- ★ **Summer Class Opportunities**- we offer a variety of online, in person, and new classes we are piloting



ABE Students

Student Demographics:

- ★ 86% of our current students are immigrants who have some schooling outside of the U.S. (grades 1-12)
- ★ 8% of our current students are immigrants who have no formal education
- ★ 90% of our current students identify as a race or ethnicity other than White
- ★ 40% of our adult students have children attending 191 schools
- ★ Our students range in age from 17 years to 81 years!



Caring Community, Student Agency

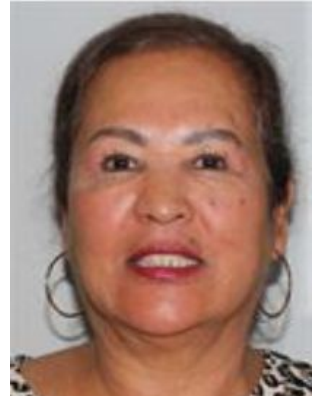
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- ★ ABE Student Surveys help us make program decisions
- ★ Our ABE Volunteers make a huge impact on our student outcomes and provide individualized learning opportunities
- ★ Career Pathway Classes allow students to personalize their learning journey and pursue their passion
- ★ Many of our Paraprofessional Graduates are now working as Educational Assistants in the district
- ★ Pre-CNA Students obtained jobs in local healthcare centers



Socorro Martinez

Advanced ESL Student

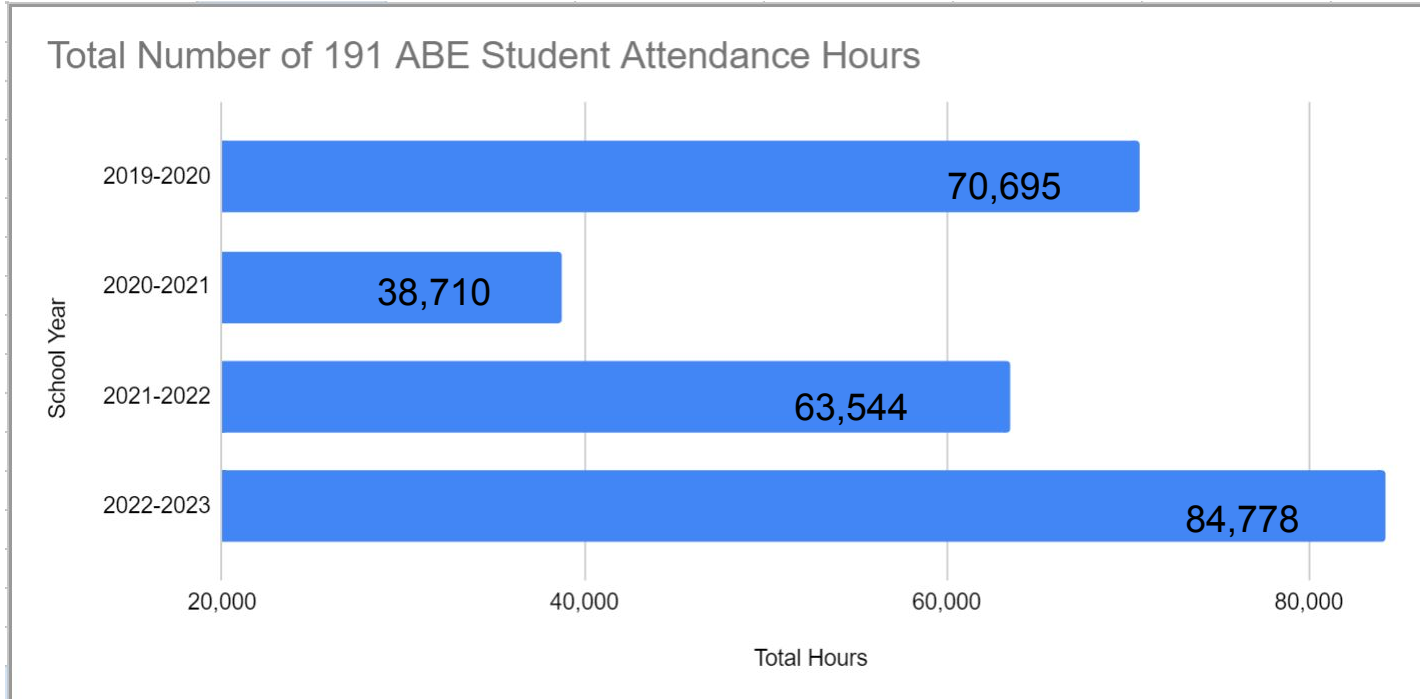


Jason Sheng

Advanced ESL Student, Para Pro Graduate



ABE History of Program Hours

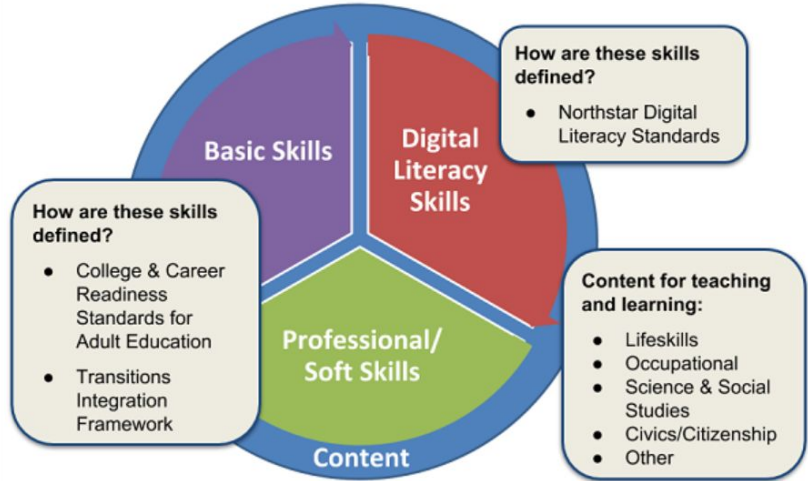


- Overall, MN ABE Programs have had a decline of 26% in contact hours this year, compared to the 2019-2020 school year (current state funding is based off 2019-2020)
- In 2022-2023, Burnsville ABE has increased its contact hours 19% over the 2019-2020 year and increased 33% over last year's hours

- 47% of all ABE students who have been in class for 40+ hours have made a grade level gain in literacy or math this year
- 34 students have earned a total of 66 Northstar Digital Literacy Certifications
- We prepare students for their future: pathway classes, provide support in job applications, resume building, interview preparation

ABE Content Standards

What skills do adult learners need for successful transitions?

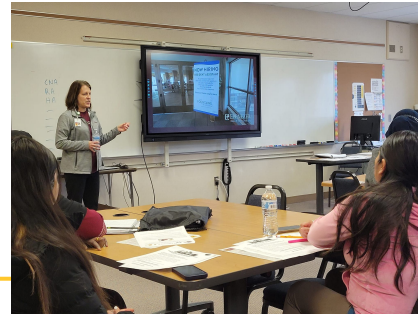
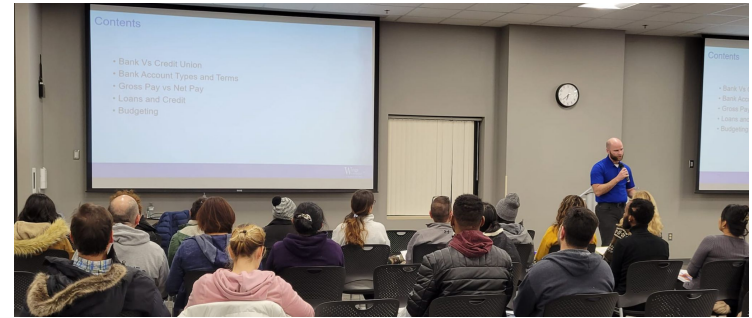


Community Involvement

- ★ Dakota County Technical College, Rosemount
- ★ Wings Financial Credit Union, Apple Valley
- ★ Gertens Garden Center, Inver Grove Heights
- ★ MN Health Fairview and Ebenezer Senior Living Facilities, Burnsville
- ★ CareerForce, Burnsville
- ★ Metropolitan Council, St. Paul



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2022-2023 Student Achievements

- ★ United States Citizenship Graduates: 13 students
- ★ Northstar Digital Literacy Certification: 34 students
- ★ Published in Journeys Anthology of MN ABE Student Writing: 13 students
- ★ Attained new jobs, due to new skill or certifications earned in class: 7 students
- ★ Paraprofessional Graduates: 6 students
- ★ CNA Graduates: 6 students
- ★ GED Subject Tests: 6 students passed at least one subject test
- ★ GED Graduates: 2 students passed all four subject tests



Thank You!



School for
Adults

Follow us on Facebook:

<https://www.facebook.com/ABE191>



A group of six diverse adults standing in front of a brick building with large glass windows. One person is holding a small American flag. The image is framed as a Facebook profile picture with a white border. In the bottom right corner of the image, there are two small buttons: 'Create with avatar' and 'Edit cover photo'.

one 91
School for
Adults

Burnsville School for Adults
131 likes • 208 followers

Promote Manage Edit



**Agenda III.C.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Ava Drobnick, student board representative

Date: May 11, 2023

Re: Student Board Representative Monthly Report

Receive a report from Ava Drobnick, student board representative.



**Agenda III.D.
May 11, 2023**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: May 11, 2023
Re: Superintendent Report

Receive a report from Dr. Theresa Battle, superintendent.



**Agenda III.E.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Board Chair

Date: May 11, 2023

Re: Board Member Reports

Receive reports from board members.

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 April 27, 2023

The regular meeting of the Board of Education was called to order by Chair Hume at 6:30 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Alt, Chester, Conner, Mursal, Werb and Chair Hume were present. Director Miller was absent. Dr. Theresa Battle, superintendent, Ava Drobnick, student board representative, administrators, staff and members of the public were also present.

Attendance

Chair Hume welcomed the audience and asked Director Werb to lead the Pledge of Allegiance.

Pledge of Allegiance

Moved by Chester, seconded by Alt, to approve the agenda. The motion carried unanimously (6 0).

Agenda

Received a Student Performance and Achievement Committee: report about Student Achievement and Disparities from Dr. Brandon Lowe, SISA Coordinator, Christine McDonald, SISA coordinator, Jim Condon, teacher at Edward Neill, Kaitlin Candolle, teacher at Edward Neill, Andy Gere, SISA math support, and Deandra Broge, SISA coordinator.

SPA Committee

Received committee reports from Alt on behalf of the Policy Review Committee and Conner on behalf of AMSD.

Committee Reports

Moved by Chester, seconded by Werb, to approve the consent agenda:
 -Approve the retreat manures for April 11, 2023 and regular board meeting and closed session minutes for April 13, 2023.

Consent Agenda
 Minutes
 Personnel
 Recommendation

-Approve personnel recommendations for AnaLiisa Olson, Anne Sands, Jennifer Hennen, Jesús Sandoval, Kathryn Petr, Lauren Nerland, Linnea Bollum, Meghan Hindermann, Siri Miller, Nicole Theis, Alexis Rollie, Dawn Hoins, Emily Beckman, Grace Kohn, Julia Ulrich, Kaitlin Bragg, Kerianne Green, Kimberly Moren, Laurel Mirs, Lindsay Richter, Meghan Bartling, Ashly Mickelson, Christian Kibler, Jennifer DeDomines, Mary Heller, Jennifer Tandberg, Nicole Soley, Bernadette Bien, Ashley Berryman, Elsa Robles, Michelle Loerzel, Nimo Yousuf, Laura Kruger, Sara Berge, Renee Roby, Evelin Cortes-Canalizo, and Rose Donnohue.

Donations
 Checks, receipts,
 claims and
 investments

-Adopt a resolution to approve and accept donations as presented.

-Approve February payroll checks in the net amount of \$4,076,893.99.

February claims to date, wire transfers and adjustments totaling \$7,084,013.41. Also, that the Board accepts February receipts of \$11,363,904.08 and investments for the General Fund, 2015A School Building Bonds, and OPEB of \$63,739,257 as of February 28, 2023.

Budget Analysis
 Listening session
 Policies

-Accepts the Budget Analysis for the month ending February 28, 2023.

-Receive a report about the Listening Session on April 13, 2023.

-Approve, on a second reading basis, non-substantive changes to Policies 705.2: Other Post-Employment Employee Benefits (OPEB) Investments, 715: Purchasing and Bid Requirements Accounting System, 901:

Community Education, and 899: Naming School Buildings or Facilities.
 -Approve, on a second reading basis, new Policy 516.5: Overdose Medication.

The motion carried unanimously (6, 0).

Moved by Chester, seconded by Werb, to approve an application for preliminary approval of an extended field trip for Burnsville High School Youth Service Advisory Council (YSAC) students to travel to Santiago, Dominican Republic for global youth service, cultural experiences and student agency. The motion carried unanimously (6, 0).

Field Trip

Moved by Chester, seconded by Mursal, to approve an application for preliminary approval of an extended field trip for Burnsville High School French students the opportunity to immerse themselves in French culture and cuisine. The motion carried unanimously (6, 0).

Moved by Mursal, seconded by Chester, to approve the FY24 premiums and rates for employee benefits. The motion carried unanimously (6, 0).

FY24 premiums

Moved by Alt, seconded by Chester, to adopt the following resolution:

BE IT RESOLVED, by the Board of Education of Independent School District 191, that the following Non-Licensed personnel are hereby terminated or laid off for the following amounts at the end of the 2022-2023 school year.

Termination of non-Licensed Staff Hours

Last Name	First Name	School	Position	Hours Per Day
Geedi	Ayaan	Vista View	Educational Assistant	1.5 hou

BE IT FURTHER RESOLVED, that written notice is sent to said Non-Licensed staff regarding termination and nonrenewal of his/her contract as provided by law.

The motion carried unanimously (6, 0).

Moved by Mursal, seconded by Alt, to adopt the following resolution:

BE IT RESOLVED, by the Board of Education of Independent School District 191, that the following Non-Licensed personnel are hereby laid off from their positions, effective at the end of the 2022-2023 school year.

Termination of Non licensed Staff

Last Name	First Name	School	Position
Alcala	Lisette	Burnsville High School	Cultural Liaison
Broge	Dawndra	District-Wide	Coordinator ESL
Grahn	Anders	Burnsville High School	Dean
Farah	Saida	Vista View	Educational Assistant
Magee	Brenten	Burnsville High School	Dean

Martineau	Christian	Eagle Ridge	Educational Assistant
Quintana Nunez	Mariana	Hidden Valley	Educational Assistant

BE IT FURTHER RESOLVED, that written notice is sent to said Non-Licensed staff regarding termination and nonrenewal of his/her contract as provided by law

The motion carried unanimously (6, 0).

Moved by Chester, seconded by Conner, to authorize Superintendent Battle to sign the Joint Powers Agreement between Dakota County and ISD 191 for Interagency Early Intervention Services. The motion carried unanimously (6, 0).

Early Intervention Services

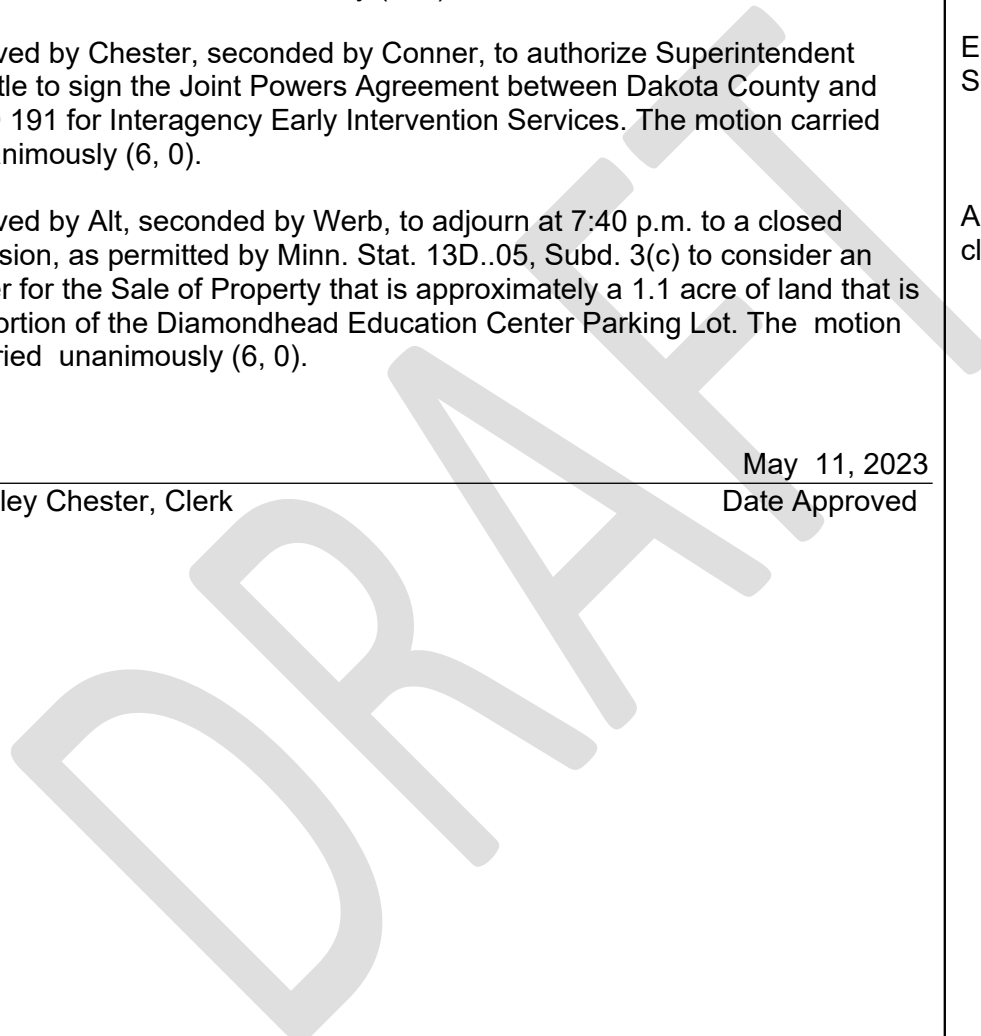
Moved by Alt, seconded by Werb, to adjourn at 7:40 p.m. to a closed session, as permitted by Minn. Stat. 13D..05, Subd. 3(c) to consider an offer for the Sale of Property that is approximately a 1.1 acre of land that is a portion of the Diamondhead Education Center Parking Lot. The motion carried unanimously (6, 0).

Adjourn to a closed session

May 11, 2023

Lesley Chester, Clerk

Date Approved



School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
April 27, 2023

The closed session of the Board of Education was called to order by Chair Hume at 7:55 p.m. The meeting was held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Directors Alt, Chester, Conner, Mursal, Werb and Chair Hume were present. Director Miller was absent. Others in attendance were Dr. Theresa Battle, superintendent, Dr. Chris Bellmont, assistant superintendent, Stacey Sovine, executive director of administrative services, Sofia Lykke, Kennedy & Graven, and Stacie Kvilvang, Ehlers.

Attendance

The meeting was closed, as permitted by Minn. Stat. 13D..05, Subd. 3(c) to consider an offer for the Sale of Property that is approximately a 1.1 acre of land that is a portion of the Diamondhead Education Center Parking Lot.

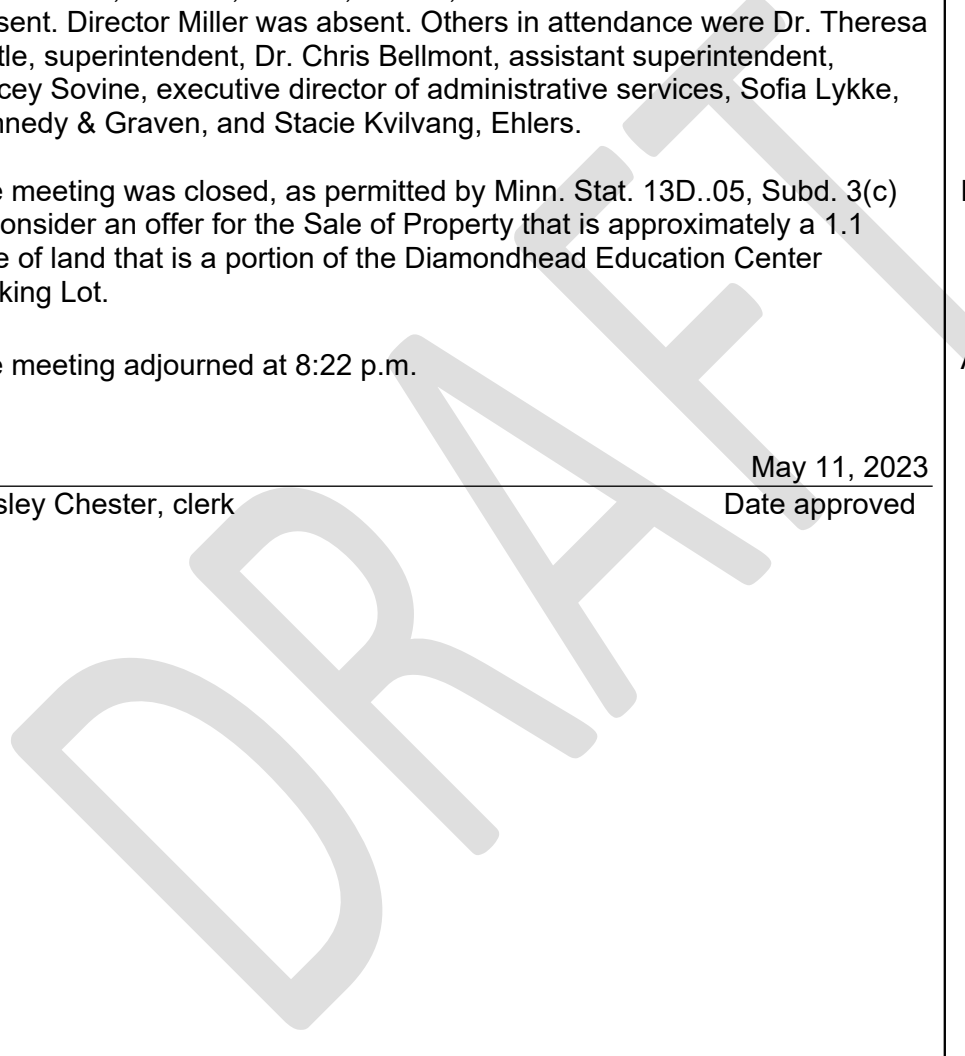
Purpose

The meeting adjourned at 8:22 p.m.

Adjourn

Lesley Chester, clerk
Date approved

May 11, 2023



**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 Administrative Services

DATE: May 11, 2023

CLASSIFICATION	ACTION	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE	HOURS / FTE
Certified	Resignation	Dena Bing		Edward Neill Elementary	Teacher	06/09/2023	1.0 FTE
Certified	Resignation	Kathryn Petri	*	Harriet Bishop Elementary	Teacher	06/09/2023	1.0 FTE
Certified	Resignation	Misbah Hirani	*	Edward Neill Elementary	Community Education	08/04/2023	8 hours/day
Certified	Resignation	Sara Strahota	*	Sky Oaks Elementary School	Teacher	06/09/2023	1.0 FTE
Certified	Resignation	Susan O'Sheaghnessy	*	Burnsville High School	Teacher	06/09/2023	1.0 FTE
Certified	Retirement	Bonita Tranby		Edward Neill Elementary	Teacher	06/09/2023	1.0 FTE
Classified	Appointment	Callie Athey		Burnsville High School	Girls Soccer- Head Coach	Fall Stipend	Stipend
Classified	Appointment	Emma Chapman	*	Nicollet Middle School	Girls Track-Assistant Coach	Spring Season	Stipend
Classified	Appointment	Misbah Hirani		Edward Neill Elementary	Teacher	08/22/2023	1.0 FTE
Classified	Probationary Release	Rosenda Elbeiali		Burnsville High School	Food Service Associate	05/03/2023	3.75 hours/day
Classified	Resignation	Angela Farkash		District-wide	Registered Nurse	06/09/2023	7.25 hours/day
Classified	Resignation	Ayaan Geedi		Vista View Elementary School	Educational Assistant	05/12/2023	7 hours/day
Classified	Resignation	Eric Tester	*	Burnsville High School	Girls Diving Coach- Assistant	04/12/2023	Stipend
Classified	Resignation	Hana Yusuf	*	Hidden Valley Elementary	Educational Assistant	06/08/2023	7.25 hours/day
Classified	Resignation	Lisette Alcalá		Burnsville High School	Cultural Liaison	05/12/2023	8 hours/day
Classified	Resignation	Molly Polding		Edward Neill Elementary	Educational Assistant	06/08/2023	3.75 hours/day
Classified	Retirement	Kristen Walterson	*	ECSE Center	Educational Assistant	06/08/2023	6.5 hours/day



**Agenda IV.A.3.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Tyler Dehne, director of finance

Date: May 11, 2023

RECOMMENDATION: To adopt a resolution to approve and accept donations as presented.

RESOLUTION TO ACCEPT DONATIONS

WHEREAS,

1. School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02, Subd. 6 states the School Board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated; and
3. Minnesota Statute 465.03 states the School Board may accept a grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and
4. Businesses and individuals have submitted donations to the district;

THEREFORE, BE IT RESOLVED by the School Board of ISD 191 to approve and accept with appreciation the donations as presented below and to permit their use as designated by the donors.

Moved by: _____

Seconded by: _____

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on May 11, 2023.

Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
4/20/2023	Vista View Elem PTO	Community education	Brainpower in a backpack	\$200
4/20/2023	Mackin Educational Resources	Multiple schools shared this donation. (BHS, ERMS,NMS, HB, HV,EN,SO)	Excess books were shared with our district.	Books in spanish for a variety of ages
4/27/2023	Michael and Sheryl Burkhardt	Community Education	Brainpower in a Backpack	\$300
5/1/2023	All Seasons Wild Bird Store	Rahn Elementary	Gift	Cardinal Bird Feeder
2/24/2023	Kimberly L. Olson	Rahn Elementary	Gift	20 pairs of socks

Total monetary donation received: \$500.00

**Agenda V.A.4.
May 11, 2023**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: May 11, 2023
Re: Report about the Listening Session

Recommendation: Receive a report about the Listening Session on May 11, 2023.

Superintendent Dr. Theresa Battle, Director Toni Conner and Director Safio Mursal were present.

Patty Herkenhoff: Questions, comments and concerns about the decision to discontinue the IXL subscription. It is equitable across all elementary schools. May lead to inequities across the district. Big decision and involved a lot of stakeholders. Include stakeholders in the decision. I don't see a line item in the new budget proposal. How much is the subscription?

Jessie Rau: She shared her perspective on IXL- had for 8 years with funding from our PTA. Parents know how to use it and access it. Invaluable and imagine starting over with a new tool. We need a tool. Enhances the ability for parents to be involved.

Jody Plucinak: (1st grade teacher at Rahn) It has been wonderful to use IXL. It provides a targeted practice for young students. She shared results of k-5 teachers yesterday. IXL helps to cover the standards not covered in our current curriculum. Good tool for differentiation, access materials at other grade levels and to identify where students have trouble spots.

Cara Slattery: IXL online math tool has an impact on student achievement. It provides a bridge from school to home. Differentiates and allows kids to achieve growth. New math Expressions aligns with MN test specification.

Sharon Stalock: (resident to Burnsville) IXL is an essential tool for our learning. Advanced Learning specialist and working with online students. Core curriculum does not give us everything we need. IXL is designed for an online tool and meant for elementary students. The Personal Math Trainer looks like it is for high school students or adults. We can't see the student's work. IXL has a Spanish toggle, on-demand video and engagement tool. IXL supplements and fills in the gaps. Please fund in the budget.



**Agenda IV.A.5.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Chair Scott Hume

Date: May 11, 2023

Re: Approve Scheduling a Board Retreat on June 15, 2023

Recommendation: That the Board of Education approves scheduling a board retreat for board development on June 15, 2023, from 5:00 p.m. to 8:00 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway in Burnsville.



**Agenda IV.A.6.
May 11, 2023**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: May 11, 2023
Re: Policies 201: *Legal Status of the School Board*, 202: *School Board Officers*, and 212: *School Board Member Development*

Recommendation: Approve, on a first reading basis, non-substantive changes to Policies 201: *Legal Status of the School Board*, 202: *School Board Officers*, and 212: *School Board Member Development*.

The policies were reviewed by the Policy Review Committee on April 25, 2023.

Summary of changes:

- Policy 201 – MSBA updated legal references.
- Policy 202 – MSBA updated legal references and text.
- Policy 212 – MSBA updated legal references.

Adopted: 4/23/2015

Burnsville-Eagan-Savage School District Policy 201

Reviewed: ~~10/24/2019~~ 5/11/2023

Revised: MSBA 2022

Rescinds:

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management, and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties, and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

“School board” means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. The membership of the school board consists of seven elected directors. The term of office is four years.
- B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.
- C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES

- A. The school board has powers and duties specified by statute. The school board's authority includes implied powers in addition to specific powers granted by the legislature.
- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe textbooks and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.
- E. The school board, among other duties, shall perform the following in accordance with applicable law:
 - 1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;
 - 2. conduct the business of the schools and pay indebtedness and proper expenses;
 - 3. employ and contract with necessary qualified teachers and discharge the same for cause;
 - 4. provide services to promote the health of its pupils;
 - 5. provide school buildings and erect needed buildings;
 - 6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;
 - 7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;
 - 8. employ and discharge necessary employees and contract for other services;
 - 9. provide for transportation of pupils to and from school, as governed by statute; and
 - 10. procure insurance against liability of the school district, its officers, and employees.
- F. The school board, at its discretion, may perform the following:

1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs, and intersession classes of flexible school year programs;
2. furnish school lunches for pupils and teachers on such terms as the school board determines;
3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;
4. lease rooms or buildings for school purposes;
5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize cocurricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. § 123A.22 (Cooperative Centers [for Vocational Education](#))
Minn. Stat. § 123B.02 (General Powers [of Independent School Districts](#))
Minn. Stat. § 123B.09 ([Boards of Independent School Districts](#)~~School Board Powers~~)
Minn. Stat. § 123B.14 (~~School District~~ Officers [of Independent School Districts](#))
Minn. Stat. § 123B.23 (Liability Insurance; [Officers and Employees](#))
Minn. Stat. § 123B.49 (~~Cocurricular and~~ Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; [Uses for School and Nonschool Purposes; Closings](#)~~Access for Noncurricular Purposes~~)
Minn. Stat. § 123B.85 (Definition)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: Burnsville-Eagan-Savage School District Policy 101 (Legal Status of the School District)
Burnsville-Eagan-Savage School District Policy 202 (School Board Officers)
Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board -Governing Rules)
Burnsville-Eagan-Savage School District Policy 205 (Open Meetings and Closed Meetings)

MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

Adopted: 08/2008
Reviewed: ~~10/24/2019~~ 5/11/2023
Revised: ~~11/14/2019~~ MSBA 2022
Rescinds: BCB

Burnsville-Eagan-Savage School District Policy 202

202 SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually and organize by selecting a chair, a vice-chair, a clerk, and a treasurer.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually on the second Thursday in January, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. The duties of the clerk and treasurer are performed by the selected school board members or their designees.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.
- C. If a regularly scheduled board meeting is postponed due to bad weather, the meeting will be held at the discretion of the board chair and properly noticed.
- D. The school board will select the school district's legal counsel at the organizational meeting. The individuals authorized to contact legal counsel are the school board chair, the superintendent and his or her designees.

IV. OFFICER'S RESPONSIBILITIES

- A. Chair

1. The chair when present shall preside at all meetings of the school board, preserve order, ensure all business before the school board is conducted with propriety and dispatch, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions, and perform all duties a chair usually performs.
2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.
3. The chair will provide leadership in carrying out the powers and duties of the school board and act as spokesperson for the school board unless this responsibility has been delegated to others. The chair shall have completed MSBA Phase I, II, III, and IV training prior to serving as chair to ensure governance norms and protocols. If the school board determines there is not a member who qualifies, this policy may be waived upon majority vote.
4. The chair will oversee all school board members' appointments to committees and outside organizations and bring such appointments to the school board for approval.
5. Other duties may be prescribed to the chair by law or school board action.

B. Vice-Chair

The vice-chair shall perform the duties of the chair in the event the chair is temporarily absent, assist the chair in the performance of his/her responsibilities, and plan and coordinate the school board's annual evaluation of the superintendent.

C. Treasurer

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with [Minnesota Statutes section Minn. Stat. § 123B.12](#).

D. Clerk

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
 - a. file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
 - b. make and transmit to the [Ceommissioner of the Minnesota Department of Education \(Commissioner\)](#) certified reports, showing:
 - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the [Ceommissioner](#);
 - (2) length of school term and enrollment and attendance by grades;
 - (3) the condition and value of school district property; and
 - (4) other items of information as called for by the [Ceommissioner](#).
4. The clerk shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
5. The clerk shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.
8. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

E. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;
 - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
 - d. superintend school grading practices and examinations for promotions;
 - e. make reports required by the commissioner; and
 - f. perform other duties prescribed by the school board.

Legal References: Minn. Stat. § 123B.12 ([Insufficient Funds to Pay Orders Finance](#))
 Minn. Stat. § 123B.14 ([Officers of Independent School Districts](#))
 Minn. Stat. § 123B.143 (Superintendent)
 Minn. Stat. § 126C.17 (Referendum Revenue)
 Minn. Stat. Ch. 205A (School District Elections)

Cross References: Burnsville-Eagan-Savage School District Policy 101 (Legal Status of the School District)
 Burnsville-Eagan-Savage School District Policy 201 (Legal Status of the School Board)
 Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
 MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 212

Reviewed: ~~12/12/2019~~ 5/11/2023

Revised: ~~12/13/2018~~ MSBA 2022

Rescinds: BH

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing in-service training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA. School board members are expected to complete all four phases of training (MSBA Phases I-IV), ideally within their first two years on the school board.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § 123B.09, Subd. 2 ([Boards of Independent School Districts](#)~~School Board Member Training~~)

Cross References: Burnsville-Eagan-Savage School District Policy 214 (Out-of-State Travel by School Board Members)
Burnsville-Eagan-Savage School District Policy 412 (Expense Reimbursement)



**Agenda IV.A.7.
May 11, 2023**

To: Board of Education

From: Dr. Theresa Battle, superintendent

Date: May 11, 2023

Re: Policies 101.1: *Name of the School District*, 203: *Operation of the School Board - Governing Rules*, 203.1: *School Board Procedures; Rules of Order*, 203.2: *Order of the Regular School Board Meeting*, 203.6: *Consent Agendas*, 213: *School Board Committees*, 299: *Student Representative to the School Board*, and 306: *Administrator Code of Ethics*

Recommendation: Approve no changes to Policies 101.1: *Name of the School District*, 203: *Operation of the School Board - Governing Rules*, 203.1: *School Board Procedures; Rules of Order*, 203.2: *Order of the Regular School Board Meeting*, 203.6: *Consent Agendas*, 213: *School Board Committees*, 299: *Student Representative to the School Board*, and 306: *Administrator Code of Ethics*.

The policies were reviewed by the Policy Review Committee on April 25, 2023.

Adopted: 6/25/2015

Burnsville-Eagan-Savage School District Policy 101.1

Reviewed: ~~9/26/2019~~ 5/11/2023

Revised:

Rescinds:

101.1 NAME OF THE SCHOOL DISTRICT

I. PURPOSE

The purpose of this policy is to clarify the name of the school district.

II. GENERAL STATEMENT OF POLICY

Pursuant to statute, the official name of the school district is Independent School District No. 191. However, the school district is often referred to by other informal names. In order to avoid confusion and to encourage consistency in school district letterheads, signage, publications and other materials, the school board intends to establish a uniform name for the school district.

III. UNIFORM NAME

- A. The public name of the school district shall be the Burnsville-Eagan-Savage School District.
- B. The name specified above may be used to refer to the school district and may be shown on school district letterheads, signage, publications and other materials.
- C. In official communications and on school district ballots, the school district shall be referred to as Independent School District No. 191 (Burnsville-Eagan-Savage), but inadvertent failure to use the correct name shall not invalidate any legal proceeding or matter or affect the validity of any document.

Legal References: Minn. Stat. § 123A.55 (Classes, Number)

Cross References:

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 203

Reviewed: ~~10/24/2019~~ 5/11/2023

Revised: 2/2012

Rescinds: BDDE

203 OPERATION OF THE SCHOOL BOARD – GOVERNING RULES

I. PURPOSE

The purpose of this policy is to provide governing rules for the conduct of meetings of the school board.

II. GENERAL STATEMENT OF POLICY

An orderly school board meeting allows school board members to participate in discussion and decision of school district issues. Rules of order allow school board members the opportunity to review school-related topics, discuss school business items, and bring matters to conclusion in a timely and consistent manner.

III. RULES OF ORDER

Rules of order for school board meetings shall be as follows:

- A. Minnesota statutes where specified;
- B. Specific rules of order as provided by the school board consistent with Minnesota statutes; and
- C. *Robert's Rules of Order, Revised* (eleventh edition) where not inconsistent with A. and B., above.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)
 Minn. Stat. § 123B.09, Subds. 6, 7, and 10 (School Board Matters)
 Minn. Stat. § 123B.14 (Officers)

Cross References:

Adopted: 07/1985

Burnsville-Eagan-Savage School District Policy 203.1

Reviewed: ~~10/24/2019~~ 5/11/2023

Revised: 04/23/2015

Rescinds: BDDE

203.1 SCHOOL BOARD PROCEDURES; RULES OF ORDER

I. PURPOSE

The purpose of this policy is to provide specific rules of order to conduct meetings of the school board.

II. GENERAL STATEMENT OF POLICY

To ensure that school board meetings are conducted in an orderly fashion, the school board will follow rules of order which will allow the school board:

- A. To establish guidelines by which the business of the school board can be conducted in a regular and internally consistent manner;
- B. To organize the meetings so all necessary matters can be brought to the school board and decisions of the school board can be made in an orderly and reasonable manner;
- C. To insure that members of the school board have the necessary information to make decisions on substantive issues and to insure adequate discussion of decisions to be made; and
- D. To insure that meetings and actions of the school board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

III. RULES OF ORDER

- A. School board members need not rise to gain the recognition of the chair.
- B. A motion will be adopted or carried if it receives the affirmative votes of a majority of those actually voting on the matter. Abstentions are considered to be acquiescence to the vote of the majority. Some motions by statute or Robert's Rules of Order require larger numbers of affirmative votes.
- C. All motions that require a second shall receive a second prior to opening the issue for discussion of the school board. If a motion that requires a second does not receive a second, the chair may declare that the motion fails for lack of a second or may provide the second. The names of the members making and seconding a motion shall be recorded in the minutes.

- D. The chair shall decide the order in which school board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions if appropriate to the discussion. A member shall only speak to an issue after the member is recognized by the chair.
- E. The chair shall rule on all questions relating to motions and points of order brought before the school board.
- F. A ruling by the chair is subject to appeal to the full school board pursuant to Robert's Rules of Order.
- G. The school board shall have authority to recognize any member of the audience regarding a request to be heard at the school board meeting. Members of the public who wish to be heard shall follow school board procedures.
- H. The chair has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting or for any other necessary purpose.
- I. The chair shall repeat a motion or the substance of a motion prior to the vote. The chair shall call for an affirmative and a negative vote on all motions.
- J. The order in which names will be called for roll call votes will be determined by the school board.
- K. The chair has the same right and responsibility as each school board member to vote on all issues.
- L. The chair shall announce the result of each vote. The vote of each member, including abstentions, shall be recorded in the minutes. If the vote is unanimous, it may be reflected as unanimous in the minutes if the minutes also reflect the members present.
- M. A majority of the voting members of the school board constitute a quorum. The absence of a quorum may be raised by the chair or any member. Generally any action taken in the absence of a quorum is null and void. The only legal actions the school board may take in the absence of a quorum are to fix the time at which to adjourn, to adjourn, to recess, or to take measures to obtain a quorum.

Legal References: Minn. Stat. § 13D.01, Subd. 4 (Open Meeting Law)
Minn. Stat. § 122A.40 (Employment Contracts, Termination)
Minn. Stat. § 123B.09, Subds. 6 and 7 (School Board Powers)
Minn. Stat. § 126C.53 (Enabling Resolution; Form of Certificates of Indebtedness)
Minn. Stat. § 331A.01, Subd. 6 (Newspapers; Definitions)

Minn. Stat. § 331A.04, Subd. 6 (Newspapers; Exception to Designation Priority)

Minn. Stat. § 471.88 (Exceptions)

Cross References: Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
Burnsville-Eagan-Savage School District Policy 204 (School Board Meeting Minutes)
Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
Burnsville-Eagan-Savage School District Policy 207 (Public Hearings)

Adopted: 04/23/2015

Burnsville-Eagan-Savage School District Policy 203.2

Reviewed: ~~10/24/2019~~ 5/11/2023

Revised: 11/14/2019

Rescinds:

203.2 ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Call to order.
2. Welcome.
3. Pledge of Allegiance.
4. Approval of agenda.
5. Information.
6. Consent agenda.
7. Other old or unfinished business.
8. New business.
9. Adjournment.

B. Some items in this order may be considered as part of a consent agenda.

C. The school board may depart from the order of business with the consent of the majority of members present.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
 Burnsville-Eagan-Savage School District Policy 203.5 (School Board Meeting Agenda)
 Burnsville-Eagan-Savage School District Policy 203.6 (Consent Agendas)

Adopted: 04/23/2015

Burnsville-Eagan-Savage School District Policy 203.6

Reviewed: ~~10/24/2019~~ 5/11/2023

Revised: 4/27/2017

Rescinds:

203.6 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda.

III. CONSENT AGENDAS

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those items that (1) usually do not require discussion or explanation prior to school board action, (2) are noncontroversial and/or similar in content, or (3) have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: Burnsville-Eagan-Savage School District Policy 203.2 (Order of the Regular School Board Meeting)
Burnsville-Eagan-Savage School District Policy 203.5 (School Board Meeting Agenda)
Burnsville-Eagan-Savage School District Policy 204 (School Board Meeting Minutes)

Adopted: 10/1999

Burnsville-Eagan-Savage School District Policy 213

Reviewed: ~~12/12/2019~~ 5/11/2023

Revised: 5/28/2015

Rescinds: BCE

213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school board is to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

- A. For each standing or ad hoc committee, the school board will establish the number

of members and the term and the charge or mission of each such committee by resolution.

- B. The school board chair, in consultation with the vice chair, shall appoint the members of each standing or ad hoc committee and designate the chair thereof after receiving input from individual school board members on their preferences. Assignments should be rotated when appropriate. School board members shall be responsible for finding another school board member to attend any meeting they are unable to attend whenever possible.
- C. The school board may, as it deems necessary for carrying out its duties create committees. These committees may include the following:
 - 1. Committee of the Whole—A committee comprised of the entire school board to provide a school board forum to discuss matters of policy and work on specific tasks.
 - 2. Ad Hoc Committees—Two or three school board members research an issue facing the school board and make recommendations for consideration by the entire school board. These committees shall be of limited duration to cover the charge of the committee.
 - 3. Board Advisory Committees—Broad representation of the communities of the school district study and make a report to the school board on a specific issue. The school board will provide the committee with a detailed charge and timeline. The duration of such a committee will be determined by the committee or by applicable statute. School board members may serve as non-voting members on any committee formed to advise the school board.
 - 4. Standing Committees—Two or three school board members will serve on standing committees for terms of up to two years, when the school board decides this is necessary for the efficient management of school board affairs. Standing committees will be reviewed by the board annually for the duration of the committee.
- D. School board members will be assigned to represent the school district on boards or committees of organizations of which the school board or school district is a member.
- E. For school board members to represent the school board on other boards or committees, the appointment must be approved by the school board.
- F. Exceptions to the policy may be made by the school board.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. All meetings of committees or subcommittees shall be open to the public in

compliance with the Open Meeting Law, and notice shall be given as prescribed by law.

- B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.
- D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the school board committee.
- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: Burnsville-Eagan-Savage School District Policy 201 (Legal Status of the School Board)
 Burnsville-Eagan-Savage School District Policy 203 (Operation of the School Board – Governing Rules)
 MSBA Service Manual, Chapter 13, School Law Bulletin “C”
 (Minnesota’s Open Meeting Law)

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 299

Reviewed: ~~6/14/2018~~ 5/11/2023

Revised: 12/12/2019

Rescinds: ABC/ABC-R/JFB

299 STUDENT REPRESENTATIVE TO THE SCHOOL BOARD

I. PURPOSE

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.

II. GENERAL STATEMENT OF POLICY

A. Selection

A student representative shall be selected from the student body of the Burnsville High School to serve on the school board. This 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.

B. Eligibility

The person selected from the student body shall be a member of the junior class during the selection period and will adhere to the student code of conduct.

C. Term

The student representative shall serve for one student school year.

D. Election

The high school administration and Student Council shall establish the date and method for selection within the guidelines of this regulation and submit the name of the appointee from the student body at large to the school board.

E. Duties

1. The student representative shall attend all school board meetings and provide perspective, from the student point of view, to school board deliberations.

2. If the selected student representative is unable to attend a meeting, the Burnsville High School Student Council President shall serve as a temporary substitute.
3. The student representative will prepare for school board meetings by becoming familiar with agenda items and attached materials received prior to each school board meeting.
4. The student representative shall participate in the regular school board orientation and any other in-servicing activities deemed appropriate by the Superintendent.
5. The student representative shall abide by the school board's policies, rules of parliamentary procedure, and processes.

F. Limitations

1. The student representative shall not vote on issues before the school board.
2. The student representative shall not be furnished or exposed to material and will not participate in discussions pertaining to the following:
 - a. personnel matters or private personnel data;
 - b. negotiation materials;
 - c. land acquisition or sale information;
 - d. items covered by the attorney-client privilege;
 - e. private student data, including student discipline information.

Legal References:

Cross References:

Adopted: 5/28/2015

Burnsville-Eagan-Savage School District Policy 306

Reviewed: ~~1/9/2020~~ 5/11/2023

Revised: 5/28/2015

Rescinds:

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

- A. An administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.
- B. The Administrator:
1. Makes the well-being of students the fundamental value of all decision-making and actions.
 2. Fulfills professional responsibilities with honesty and integrity.
 3. Supports the principle of due process and protects the civil and human rights of all individuals.
 4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
 5. Implements the school board's policies.
 6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.

7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.

Legal References: Minn. Stat. § 122A.14, Subd. 4 (Code of Ethics)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References:



**Agenda V.A.
May 11, 2023**

To: Board of Education
From: Dr. Theresa Battle, superintendent
Date: May 11, 2023
Re: Board Priorities

BURNSVILLE EAGAN SAVAGE

Independent School District 191

Human Resources

AGENDA ITEM: IV.C.3.

To: Members of the Board of Education
Superintendent Dr. Theresa Battle

From: Stacey Sovine
Executive Director of Human Resources

Date: August 26, 2022

RE: **Approving Board programming and staffing retention priorities for the 2023-2024 school year.**

RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVES FOR THE 2023 - 2024 SCHOOL YEAR, THE PROPOSED PROGRAMMING PRIORITIES AND STAFFING RETENTION PROTECTIONS AND THEIR QUALIFYING CRITERIA IN THE FOLLOWING AREAS:

PROGRAMMING PRIORITIES AND STAFFING RETENTION PROTECTIONS	QUALIFYING CRITERIA
Retain the staff, at their 2022-2023 total FTE, who teach Chef 2, Chef 3, and Hospitality Internship (Culinary Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license, vocational license, SafeSchools certified, ProStart trained, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach Project Lead the Way (PLTW + Engineering Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license in the areas under STEM and specialized PLTW certification for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach Concurrent Enrollment courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license, additional post-graduate education, and credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach Healthcare Core, Nursing Assistant, and EMT (Healthcare Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license, meet all requirements of MDE and MDH, and credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach CTE Eligible courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license and CTE license for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach Education Pathway courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license, post-graduate coursework, training in the Pathways2Teaching program with Dr. Bianco through University of Colorado - Denver, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach AP Computer Science, Mobile CS Principles, AP Mobile CS Principles, Computer Applications (IT Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license and documented training in the specific area of computer science and programming, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.

Retain the staff, at their 2022-2023 total FTE, who teach Welding/Autobody, Intro to Consumer Auto, Advanced Auto/Vehicle Services (Automotive Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license and specific training, Automotive Service Excellence (ASE) certified, credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who teach Construction Trades I and II (Construction Pathway) courses that are approved by the site administrator for the 2023-2024 school year schedule.	Current MN teaching license and credentialed by partnering post-secondary institution for the 2023-2024 school year schedule.
Retain the staff, at their 2022-2023 total FTE, who are TOSA's identified as Deans that are approved by the site administrator for the 2023-2024 school year staffing.	Current MN K-12 Principal or Secondary Principal license and 3 years of building level Dean experience during the 2023-2024 school year schedule.

BE IT FURTHER RESOLVED THAT: STAFFING RETENTION PROTECTION ALIGNS WITH THE DISTRICT 191 STRATEGIC PLAN AND ARE FOR TRAITS SUCH AS UNIQUE SPECIALIZED TRAINING, EXTERNAL CERTIFICATIONS OR LICENSES, LANGUAGE PROFICIENCY, AND RECRUITMENT AND RETENTION OF TEACHERS AND ADMINISTRATORS WITH DIVERSE RACIAL AND ETHNIC BACKGROUNDS. THE STAFFING RETENTION PROTECTIONS DO NOT LIMIT THE BOARD'S ABILITY TO DETERMINE THE PROGRAMS, FUNCTIONS, OVERALL BUDGET, UTILIZATION OF TECHNOLOGY, ORGANIZATIONAL STRUCTURE, SELECTION OF PERSONNEL, ABILITY TO DISCIPLINE, AND THE DIRECTION AND NUMBER OF PERSONNEL.



**Agenda V.B.
May 11, 2023**

To: Board of Education
Dr. Theresa Battle, superintendent

From: Chair Scott Hume

Date: May 11, 2023

Re: Discuss Board Goals

SMART Goals for the ISD 191 School Board 2022 - 2023

In alignment with the One91 Strategic Road Map and District Values, the ISD191 Board of Education has identified the following three goals:

GOAL 1 – Cultural Proficiency

Before June 2023, all ISD191 Board Members will understand and be able to articulate the district’s work in being a culturally proficient school system (CPSS).

Members of the District 191 Board of Education will:

- Work to understand how CPSS is reflected in our district and the plan for further implementation.

Measures of progress:

- Board members will participate in a facilitated retreat to learn more about CPSS, where the district currently fits, and plans for continued implementation.
- Board members will receive information from Cultural Liaisons or other appropriate representatives from the school as part of school reports during the school board meetings.

GOAL 2 – Supporting and leveraging new methods and original thinking to improve student outcomes

All ISD191 Board Members will understand and be able to articulate our Pathways K-12 program and use it to inform setting district priorities.

Members of the District 191 Board of Education will:

- Have a deeper understanding of how the Pathways K-12 program is reflected in our district, especially within our elementary schools.

Measures of progress:

- Board members will participate in a dedicated workshop to have a deep dive into the progress of Pathways K-12.
- Board members will receive reflections of Pathways K-12 as part of school reports during the school board meetings.
- Board members will receive dashboard reports which reflect the district’s progress in meeting our Pathways goals.

GOAL 3 – Creating space and opportunity for each and every voice to be heard

As a district, it is the responsibility of the ISD191 Board of Education to be transparent with our community and receive community input to inform decision making.

Members of the District 191 Board of Education will:

- Seek input from multiple voices (families, staff, community members) that represent the full diversity of our communities, in order to inform decisions.

- Be transparent in its communication with the community.

Measures of progress:

- Board members will ensure members of the community have opportunities to provide input regarding district activities (i.e. budgeting, etc.) through community gatherings, surveys, etc.
- Board members will learn how information is getting to our families and staff, identify any gaps, and have staff work to resolve the gaps, leading to improved transparency of communication.
- Board members will understand which voices are represented in survey results, identify voices missing, and learn the plan to reach them.