

BOARD AGENDA

INDEPENDENT SCHOOL DISTRICT 191

Burnsville High School Senior Campus
Diamondhead Education Center
Regular Meeting
November 5, 2009
6:30 PM

- I. **Call to Order**
 - A. Welcome
 - B. Pledge of Allegiance
 - C. Public Recognition
 - 1. Nancy Rud Gordon - Distinguished Service Award

- II. **Business Meeting**
 - A. Approval of Agenda
 - B. 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. Meeting Minutes 2
 - 2. Human Resources Report 6
 - 3. Donations 8
 - 4. Approve the Membership of the American Indian Education Advisory Committee 15
 - 5. Approve extended field trip for Sky Oaks sixth grade students to Eagle Bluff Environmental Learning Center, December 9-11, 2009 16

- III. **Unfinished Business**

- IV. **New Business**
 - A. Receive the Annual Enrollment Report (20 minutes) (Erickson) 17
 - B. Approve Contract with the Executive Director of Business Services (5 minutes) (Grissom) 38
 - C. Approve to submit the Annual Measurement of Academic Objectives (AMAO) Improvement Plan (10 minutes) (Novak) 39
 - D. Approve, on a first reading basis, revisions to Policy ING and ING-R, Animals in the School (5 minutes) (Clegg) 42

- V. **Reports**
 - A. Student Advisor
 - B. Superintendent
 - C. Board Members

- VI. **Adjourn to Closed Session for discussion of negotiation strategies**

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
October 22, 2009

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

Call to Order

Members present: Directors Banyard, Hill, Luth, Sweep and Chair Martin. Others in attendance were Superintendent Randall Clegg, administrators and staff. Director Morrison joined the meeting at 6:35 p.m.

Attendance

Members absent: Director Currier

Chair Martin welcomed the audience and asked Director Luth to lead the Pledge of Allegiance.

Pledge of Allegiance

Moved by Director Luth, seconded by Director Banyard, to approve the agenda. Motion carried unanimously (5,0).

Agenda

Moved by Director Hill, seconded by Director Sweep, to approve the consent agenda as follows:

Consent Agenda

- Minutes of October 1, 2009 Board meeting and Closed Sessions
- Personnel changes for M. Stotts, E. Preese, C. White, L. Laduke, P. LaValle, M. Reller, C. Schwanke, S. Braun, J. Lichliter, B. Payne, E. Teachout, K. Sidney, T. Millenacker, B. Postier
- Donation of landscaping materials totaling \$531.45 from Wayne Mosey to Hidden Valley Elementary; \$2,761.65 from the Harriet Bishop PTO for technology enhancements at Harriet Bishop Elementary; \$150 from Buca di Beppo and \$50 from Cub Foods to Nicollet Junior High; and, the following donations to the "BrainPower in a BackPack" Project: \$600 from Thrivent Financial for Lutherans, \$878 from Residents of The Rivers, \$250 from Dakota Electric Association, food donation valued at \$120 from the Burnsville Senior Center, \$16 from Joyce Grabow, \$78 from the Savage Chamber of Commerce, food donation valued at \$75 from Speiker & Company Insurance, \$50 gift card from Target, 170 toothbrushes from Smiles of Distinction, \$100 from Curtis Enestvedt, \$20 from Teri Giguere, \$25 from SPS Commerce, and \$25 from Barb Tiggemann
- Approve September payroll checks numbered 713463-713574, and Direct Deposit notices numbered 365470-368323, in the net

Minutes
Human Resources

Donations

Payroll Claims & Receipts

<p>amount of \$3,627,514.97. September and October claims to date represented by checks numbered 391322-392330, 100335-100354 and wire transfers and adjustments totaling \$9,474,632.96. Also, that the Board accepts September receipts of \$8,796,401.41 and investments for General Operations and Alt. Facilities and OPEB of \$23,968,995.73 as of September 30, 2009</p> <ul style="list-style-type: none"> - Accept the Budget Analysis for the month ending September 30, 2009 - Approve the agreement whereby ProPay Reserve Substitute Barb Odenwald agrees to waive her rights to a continuing contract - Approve the revised job descriptions for the positions of Executive Director of Business Services and Director of Information Technology - Schedule a Closed Session during the regularly scheduled Board meeting on October 22, 2009 at the Burnsville High School Senior Campus for the discussion of private student data 	<p>Budget Analysis Contract Rights Job Descriptions Schedule Closed Session</p>
<p>Chair Martin made special mention of donations to the District. Motion carried unanimously (5,0).</p>	
<p>Moved by Director Luth, seconded by Director Sweep, to approve the bid received from Matrix Communications on the district's telephony system, and the bid received from TIES on the related network infrastructure upgrade. Motion carried unanimously (5,0,1 with Chair Martin abstaining).</p>	<p>Telecommunications RFP</p>
<p>Superintendent Clegg reported that three focus groups had been held during October to gather community input on changing the current grade-span configuration. Based on the work of the Facilities Utilization Taskforce and the community response, he recommended that no action be taken to change the current K-6, 7-9, 10-12 grade-span configuration.</p>	<p>Grade-Span Configuration Report</p>
<p>Moved by Director Banyard, seconded by Director Morrison, to approve the 2009-10 District Improvement Plan. Motion carried unanimously (6,0).</p>	<p>District Improvement Plan</p>
<p>Moved by Director Luth, seconded by Director Sweep, to approve the attached Memorandum of Understanding with SIU Local #284 Food Service Employees and Custodial Employees whereby they can earn the full match to their tax-sheltered annuity for the 2009-2010 school year if their absence(s) is/are due to H1N1 flu-like symptoms. Motion carried unanimously (6,0).</p>	<p>MOU with Local #284</p>
<p>Moved by Director Morrison, seconded by Director Sweep, to approve the attached Memorandum of Understanding with the Burnsville</p>	<p>MOU with BAEA and</p>

Association of Educational Assistants and the Association of Clerical Employees whereby they can earn the full match to their tax-sheltered annuity for the 2009-2010 school year if their absence(s) is/are due to H1N1 flu-like symptoms. Motion carried unanimously (5,0,1 with Director Luth abstaining).

Clerical
Employees

Moved by Director Banyard, seconded by Director Morrison, to approve an additional 1.85 FTEs to address average elementary class sizes that exceed 30. Motion carried unanimously (6,0).

Elementary
Staffing

Board members recessed to Closed Session at 7:33 p.m. and reconvened at 7:49 p.m.

Recess/
Reconvene

Moved by Director Hill, seconded by Director Morrison, to waive the full reading of the text and adopt the Resolution expelling a district Student from October 23, 2009 through June 10, 2010, the end of the 2009-2010 school year. Motion carried unanimously (6,0).

Full text of the above Resolution is available for public inspection at the Superintendent's Office located in the Administrative Services Center.

The meeting adjourned at 7:51 to a Board Workshop on Leading/Lagging Performance Indicators and overview of the Communications Marketing Plan.

Adjourn

Daniel W. Luth, Clerk

Closed Session Notes
INDEPENDENT SCHOOL DISTRICT 191
October 22, 2009

The School Board Closed Session was called to order by Chair Martin at 7:36 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center.

Call to Order

Members present: Directors Banyard, Hill, Luth, Morrison, Sweep and Chair Martin

Attendance

Members absent: Director Currier

Others in Attendance:
Randy Clegg, Superintendent

The following item was discussed:

- Private student data

Agenda

The Closed Session adjourned at 7:47 p.m.

Adjourn

Daniel W. Luth, Clerk

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

TO: Members, Board of Education
Randall Clegg, Superintendent

FROM: Susan J. Grissom, Executive Director Human Resources

DATE: November 5, 2009

RE: Recommended Personnel Changes

**Administrative
Appointment**

Lisa Rider -Replacement-Executive Director of Business Services,
ASC, 12 months/full time, effective 10/26/09

**Certified
Appointment**

Kathy Anderson *Replacement-School Psychologist, SO/HB, 1.0 FTE,
effective 11/2/09

Anne Arakawa *Replacement-Long term substitute, Resource SE,
MWS, 1.0 FTE, effective 11/4/09 – 12/22/09

Jane Champlin Replacement-Teacher, ABE/ESL, DEC, 6.6 hrs/wk,
effective 10/26/09

Katie Mulvahill -New-Teacher, Grade 3, .5 FTE and Grade 5, .5 FTE,
ST, effective 11/2/09

Change in Assignment

Erin Preese -ESL Teacher, VV, assignment increases to 1.0 FTE,
effective 10/29/09

Jami Smith -Teacher, SE Resource, NJH, assignment increases to
1.0 FTE, effective 10/29/09

Sarah Sproul -Teacher, GP, assignment changes to .5 FTE
Kindergarten and .33 FTE ESL, for a total of .83 FTE,
effective 10/28/09 for the remainder of 2009/10 school
year

Sara Sundberg *Teacher, HB, assignment increases with the addition of
.5 FTE ESL teacher, effective 11/2/09 for a total
assignment of 1.0 FTE

Leave of Absence

Jane Eilertson *School nurse, ERJH, requests a
maternity/FMLA/parental leave of absence, effective
approx. 12/28/09 for a period of 12 weeks

*added to original report
Burnsville-Eagan-Savage #191
Board Meeting – 11/05/2009

Retirement

Nancy Rud-Gordon

-Teacher (currently on leave), after 21 years in the District, effective 11/1/09

Classified

Appointment

Norbert Dziekan

-Replacement-Cook helper, HB, 3 hrs/5 days per week, effective 11/2/09

Change in Assignment

Tom Chantara

-Assignment returns to A-Shift Custodian, BHS, 8 hrs/as per contract, effective 11/2/09

Jackie Maddaloni

-Cook Helper, HB, assignment increases to 3.5 hrs/day, effective 10/22/09

Recall from Termination

Michelle Felton

-MEA, ERJH, 6.5 hrs/student contact days, effective 11/5/09

Jayne Fratzke

*Replacement-Due Process Clerk, recalled to 12 hrs/wk VV (maintaining current hours), effective 11/30/09

Resignation

Laura Hedburg

-Cook Helper, BHS, effective 9/18/09

Tracy Seymour

*Due Process Clerk, VV, effective 11/25/09

Termination

Bill Flom

*Custodian, MJH/GP, effective 11/2/09

Community Education

Appointment

James Anderson

-Café Manager, DEC, Sr. Campus, effective 10/12/09

Karen Bozvay

-Café Manager, DEC, Sr. Campus, effective 10/12/09

Vera Marquardt

-Café Manager, DEC, Sr. Campus, effective 10/12/09

Abraham Tesfamariam

-Café Manager, DEC, Sr. Campus, effective 10/12/09

Release from Position

Julie Olson

-Program Associate, PPK, DEC, effective 10/30/09

Dawn Youngblood

-Program Supervisor, PPK, DEC, effective 10/30/09

*added to original report
Burnsville-Eagan-Savage #191
Board Meeting – 11/05/2009

Memorandum

To: Dr. Randall Clegg
CC: Rose Hermann
From: Kay Fecke
Date: 11/2/2009
Re: Donation

II.B.3

I recommend that the Board of Education accept the donation of \$200.00 from Peter and Monica Dorow (39 Marcin Hill, Burnsville, MN 55337) to Sky Oaks Elementary School. The donation will be used toward the 6th grade extended field trip to Eagle Bluff Environmental Learning Center.

Please deposit the money into the following account: 01-489-260-000-050-266.

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



II.B.3

TO: Dr. Clegg
FROM: Dave Helke
DATE: October 27, 2009
RE: Donations

Please accept the following donations to Burnsville Senior High School:

- Employee contributions through the Wells Fargo Foundation, Community Support Program (\$126.00). (*This is the employee portion of the match.*)

Mr. Mark Lacount (\$126.00)
2302 115th St. E.
Burnsville, MN 55337-1213



INDEPENDENT SCHOOL DISTRICT 191

Innovative Schools, Extraordinary Opportunities

TO: Superintendent Clegg
Board of Education

FROM: Elaine Mehdizadeh, Rahn Elementary School Interim Principal

DATE: October 14, 2009

RE: Two Donations

Please accept two donations made to Rahn Elementary School, totaling an amount of \$2,115.66

Amount	Donor	Explanation
\$1,620.66	Target Take Charge of Education Mail Stop @A-O P.O. Box 59214	These funds are from the Take Charge of Education program. When parents, teachers and other school supporters use their RED cards, Target donates 1% of their purchase to our school. This check goes to our PTO to be used for programs and materials that impact our school. We appreciate the participation of parents, teachers and other school supporters in making this possible. Our appreciation to Target for offering this program to our school.
\$495.00	Global Impact P.O. Box 7148 Alexandria, VA 22307	Symantec and its employees donated these funds to Rahn. Global Impact manages the fund to which employees of Symantec and the company have donated money.

These donations will be used to support programs and purchase materials to enhance teaching and learning at Rahn Elementary. We greatly appreciate our donors and the difference these donations will make in the education of our students.

TO: Members, Board of Education Agenda Item II.B.3
November 5, 2009
FROM: Randy Clegg, Superintendent
DATE: October 27, 2009
RE: Donation

Recommendation: That the Board of Education accept a donation of \$57.33 from Qwest.

This donation was made to District 191 as part of the Qwest One Percent Back to Schools program. The funds are from parents, staff and supporters who have signed up to become a part of this program that directs one percent of their monthly Qwest bill to the public school of their choice. It has been requested that these funds be directed toward technology needs in the district.

We appreciate their generosity and value their support of the students in District 191.

To: Randy Clegg, Superintendent of Schools

II.B.3

From: Jon Bonneville, Principal

Date: October 26, 2009

RE: Donation

It is my recommendation that the School Board of Independent School District #191 accept this donation in the amount of \$122.76 from the following Wells Fargo employees:

Scott Galvin	\$12.00
Brionne J. Sillman	\$80.76
Robin Swanson	\$30.00

We will be using these funds to support the Literacy Library at Hidden Valley.

Scott Galvin
13640 Lynn Ave.
Savage, MN 55378

Brionne J. Sillman
13415 Glenhurst Ave.
Savage, MN 55378

Robin Swanson
13750 Glenhurst Ave.
Savage, MN 55378

DATE: October 26, 2009
TO: Superintendent Clegg
Board of Education
FROM: Laura Pierce, Principal
RE: Residential Mortgage Group

I recommend the Board of Education recognize and accept the cash donation of \$100 from the Residential Mortgage Group through their "Refer a Friend" charitable program. The donation is a result of their clients, Ted and Erica Eichten, decision to recognize Gideon Pond Elementary through this program. The donation will be used to enhance learning opportunities for our students.

To: Randall Clegg, Superintendent of Schools

II.B.3

From: Jon Bonneville, Principal

Date: October 26, 2009

RE: Private Donation

Hidden Valley has received a generous donation of landscaping materials, which totaled \$378.13, from Wayne Mosey.

The staff very much appreciates Mr. Mosey's donation and the continued support of our school community.

Wayne Mosey
14524 Glendale Ave. SE
Prior Lake, MN 55372



AGENDA II-B-5
November 5, 2009

TO: Members of the School Board

FROM: Lisa K. Rider, Business Manager

DATE: November 5, 2009

RE: Extended Field Trip – Sky Oaks Elementary

RECOMMENDATION: That the School Board approve the extended field trip proposal submitted by Sky Oaks Elementary School for sixth grade students to go to the Eagle Bluff Environmental Learning Center December 9-11, 2009 and that policy requirements prohibiting elementary extended field trips be waived.

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

LKR/mp

cc: Kay Fecke



**AGENDA IV. A
November 5, 2009**

**INDEPENDENT SCHOOL DISTRICT 191
Burnsville-Eagan-Savage
Office of Planning & Technology**

TO: Members, Board of Education

FROM: Connie Erickson, Director of Planning & Technology

DATE: November 5, 2009

RE: Enrollment Report

RECOMMENDATION: That the School Board receive the annual enrollment report.

The official October 1, 2009 enrollment report will be presented including enrollment history.

ISD 191

Enrollment & Enrollment Projection

2009–2010

18

November 5, 2009



Seat Count – Elementary

ENROLLMENT REPORT

October 1, 2009

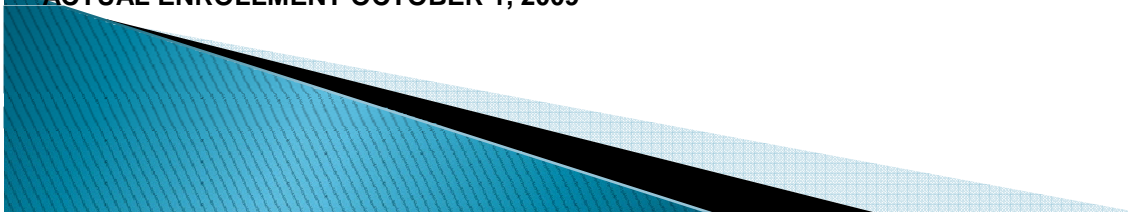
Elementary

19

	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-08	Difference
GRADE	KG TN	1	2	3	4	5	6	Total	Total		
G POND	56	64	61	56	49	57	64	407	427	-20	
E NEILL	61	60	73	50	73	69	50	436	494	-58	
M W SAVAGE	83	81	85	73	77	74	83	556	559	-3	
S TRAIL	67	55	47	62	69	64	51	415	424	-9	
VISTA VIEW	74	71	75	71	66	66	66	489	532	-43	
W BYRNE	89	98	78	95	73	79	61	573	478	95	
RAHN	55	46	59	55	48	40	48	351	387	-36	
SKY OAKS	89	92	90	69	69	75	80	564	607	-43	
H VALLEY	77	93	86	90	88	111	99	644	659	-15	
H BISHOP	72	94	88	99	91	104	94	642	599	43	
VALE		1	1		1	2	3	8	12	-4	
TOTAL	723	755	743	720	704	741	699	5085	5178	-93	

ACTUAL ENROLLMENT OCTOBER 1, 2009

5085





INDEPENDENT SCHOOL DISTRICT 191

Seat Count – Secondary

ENROLLMENT REPORT

October 1, 2009

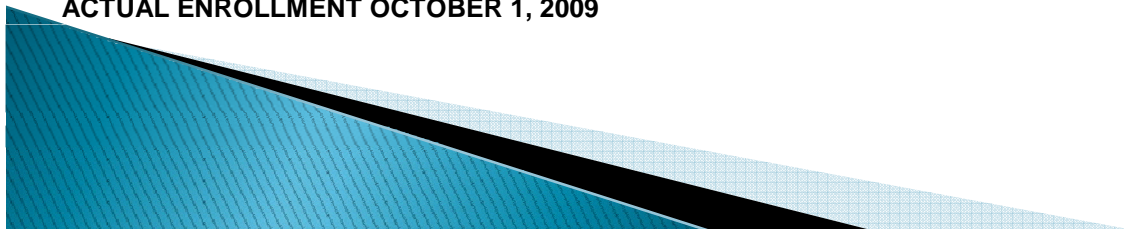
SECONDARY

20

	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-09	1-Oct-08	Difference
GRADE	7	8	9	10	11	12	Total	Total	
METCALF	250	227	207				684	684	0
E RIDGE	236	271	251				758	851	-93
NICOLLET	245	256	261				762	774	-12
BHS			27	814	765	771	2377	2277	100
CEDAR ALT				20	32	102	154	162	-8
VALE	2	1	3	10	12	11	39	39	0
TRANSITION PROGRAM						38	38	34	4
TOTAL by Grade	733	755	749	844	809	922	4812	4821	-9

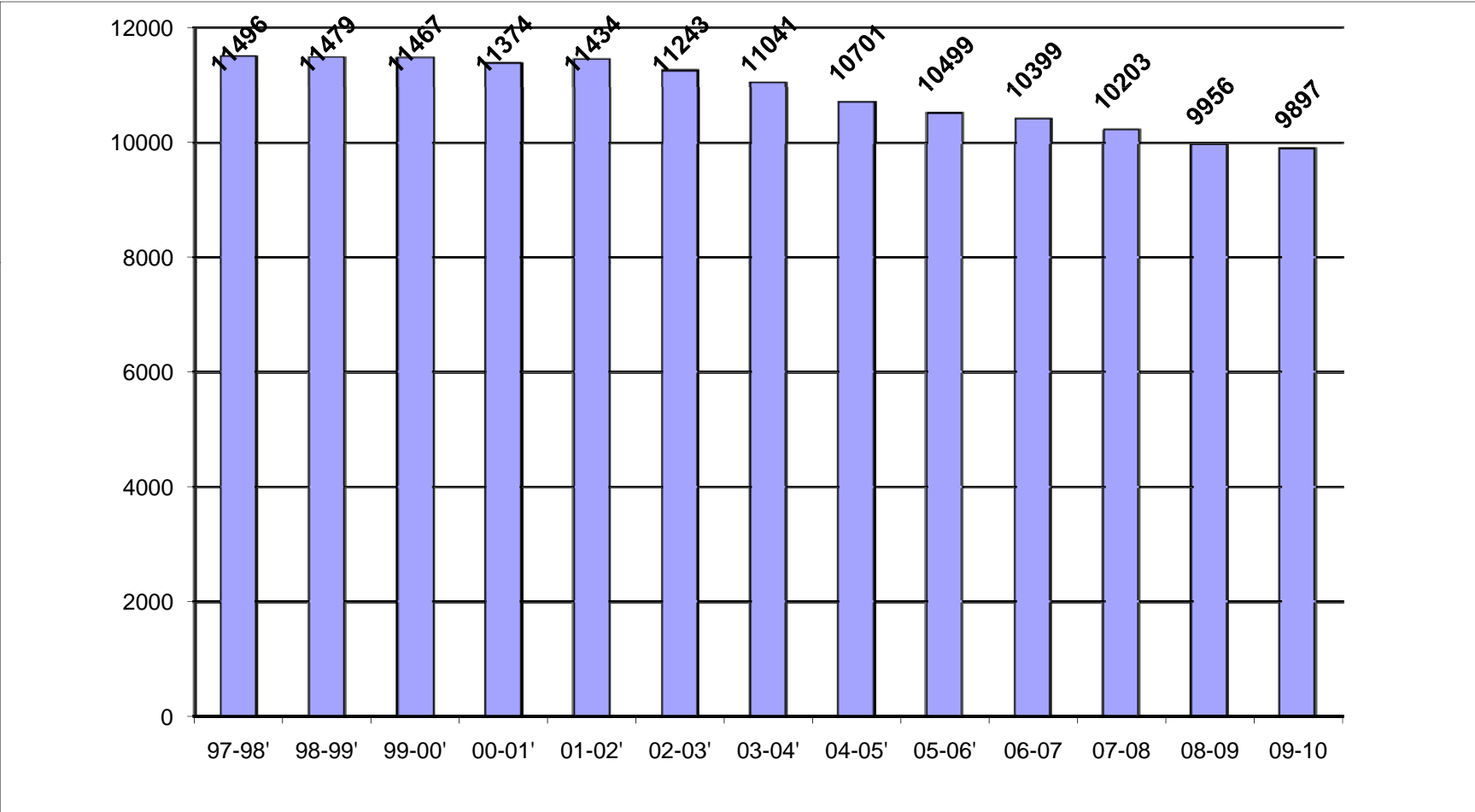
ACTUAL ENROLLMENT OCTOBER 1, 2009

4812



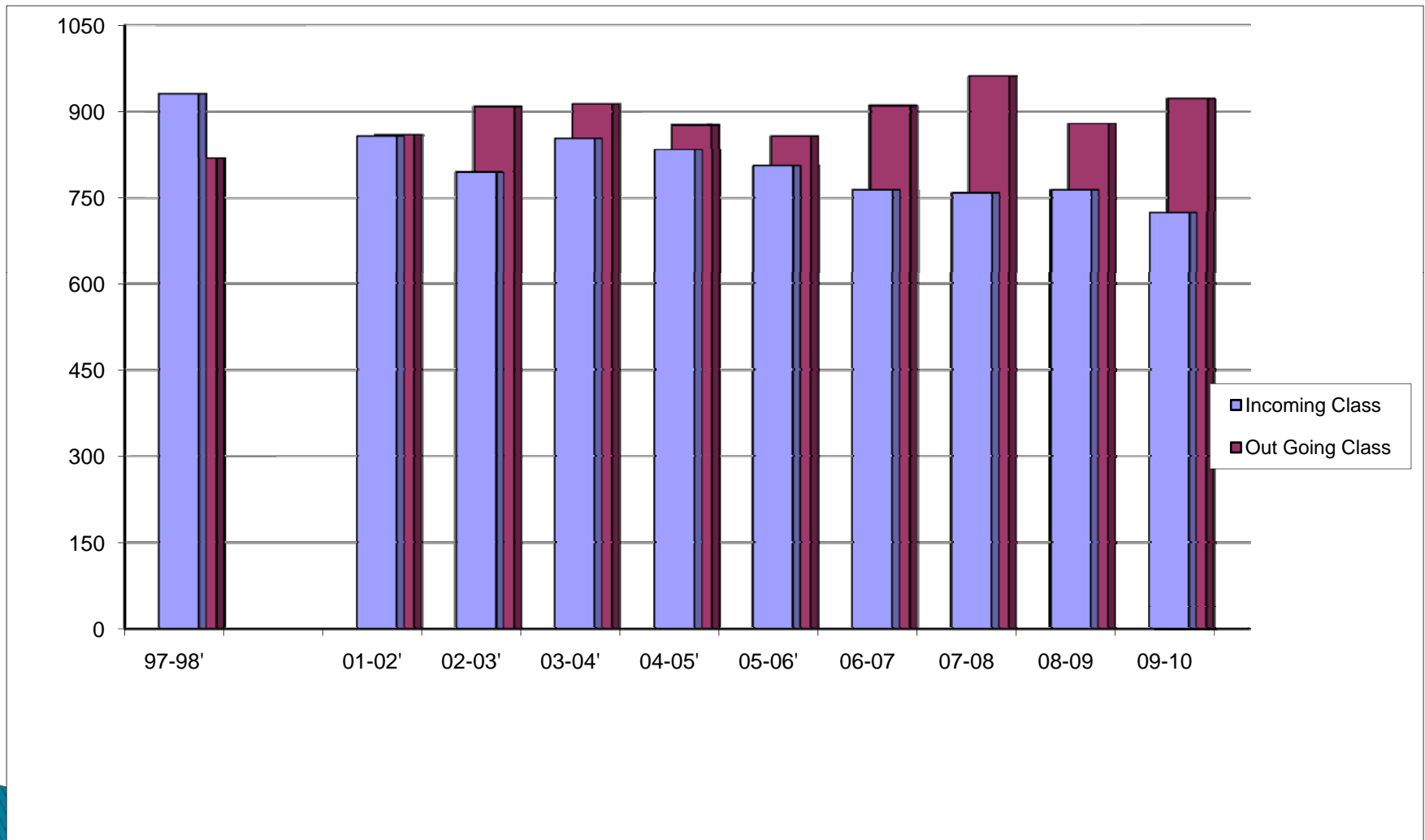
Historical Enrollment Data

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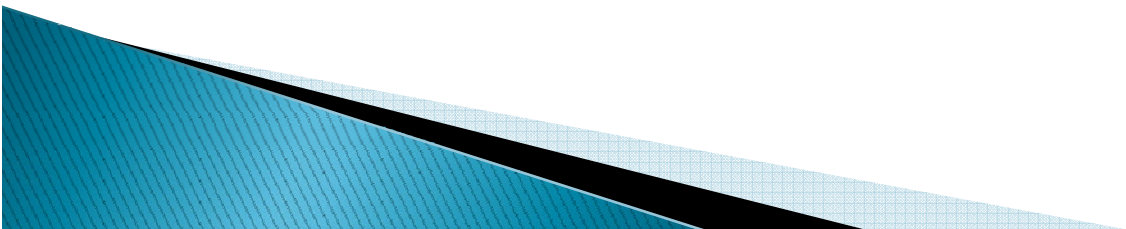
Historical Enrollment Data -cont

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Trends Affecting Enrollment

- ▶ Housing Stock
- ▶ Family Characteristics
- ▶ Population Attributes
- ▶ School Choice



What Numbers Suggest



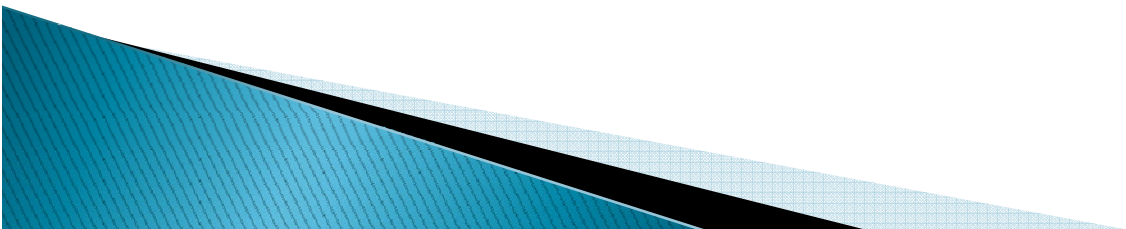
- ▶ Most Minnesota school districts are experiencing a declining enrollment this decade.
 - Decrease of School age population per household
 - Incoming kindergarten enrollment are smaller
 - Larger class sizes are being replaced by smaller incoming class sizes

- ▶ Wide range of “School Choice” opportunities impact public school enrollment

Projection Models

- ▶ Cohort Weighted Survival Ratio
 - Looks at past history to predict future
 - Places greater emphasis statistically on recent years
- ▶ 3 Year Weighted – selected ratio

25



The Art of Projection

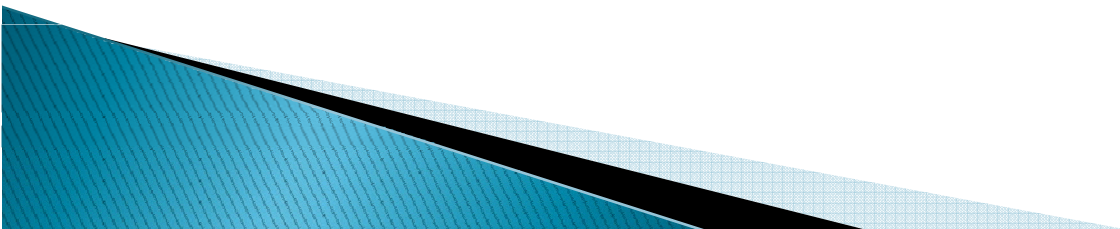
- ▶ Projection Model
- ▶ Used for Funding Purposes
- ▶ Enrollments for current year are constantly changing



Historical, Current & Future Enrollment

Burnsville-Eagan-Savage #191													
2009-2010 ENROLLMENT PROJECTION (with stable Kindergarten #)													
	HISTORICAL					CURRENT	FUTURE ENROLLMENT PROJECTIONS						
GRADE	04/05	05/06	06/07	07/08	08/09	*	09/10	*	10/11	11/12	12/13	13/14	14/15
KDG	833	805	763	753	758	*	723	*	723	723	723	723	723
GRADE 1	800	803	766	745	762	*	755	*	722	722	722	722	722
GRADE 2	739	783	786	736	728	*	743	*	735	702	702	702	702
GRADE 3	<u>774</u>	<u>724</u>	<u>762</u>	<u>780</u>	<u>707</u>	*	<u>720</u>	*	728	720	688	688	688
KDG-GRADE 3	3146	3115	3077	3014	2955	*	2941	*	2908	2867	2835	2835	2835
GRADE 4	776	741	719	724	774	*	704	*	711	719	711	680	680
GRADE 5	828	773	762	708	706	*	741	*	681	688	696	688	658
GRADE 6	<u>828</u>	<u>819</u>	<u>762</u>	<u>756</u>	<u>710</u>	*	<u>699</u>	*	737	678	684	692	684
GRADES 4-6	2432	2333	2243	2188	2190	*	2144	*	2129	2085	2091	2060	2022
TOTAL K-6	5578	5448	5320	5202	5145	*	5085	*	5037	4952	4926	4895	4857

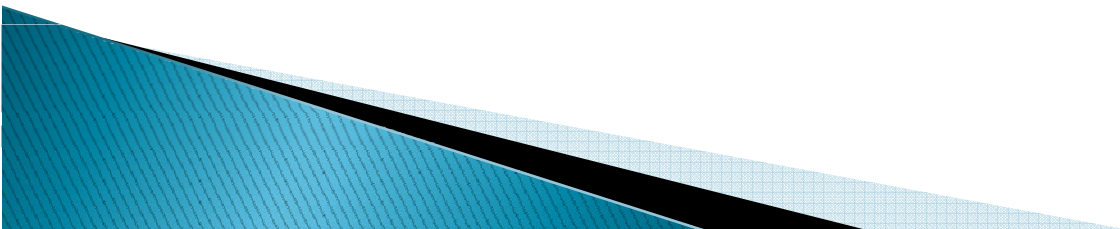
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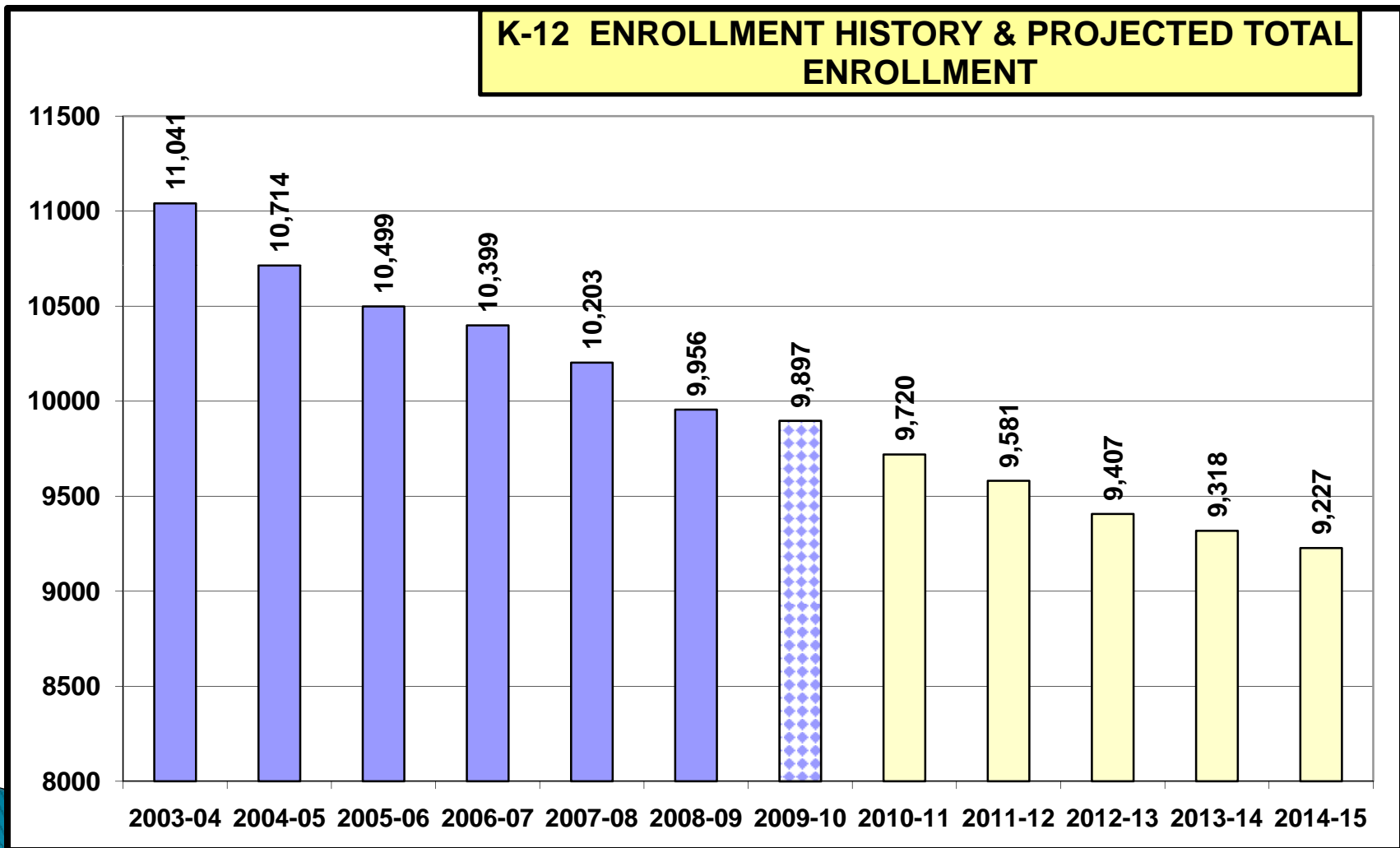
Historical, Current & Future Enrollment

28

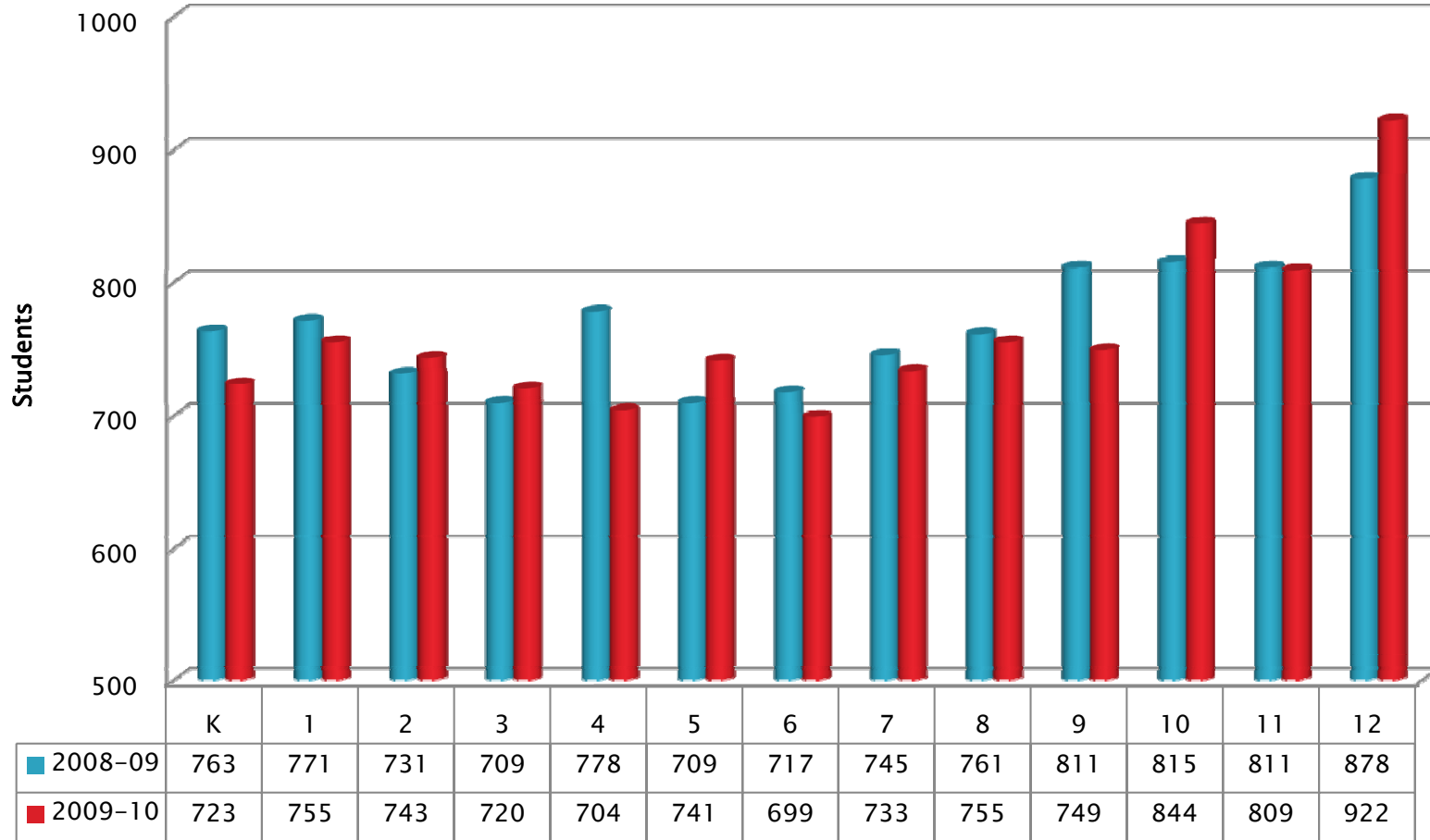
Burnsville-Eagan-Savage #191													
2009-2010 ENROLLMENT PROJECTION (with stable Kindergarten #)													
	HISTORICAL					CURRENT	FUTURE ENROLLMENT PROJECTIONS						
	04/05	05/06	06/07	07/08	08/09	*	09/10	*	10/11	11/12	12/13	13/14	14/15
GRADE 7	822	804	808	766	745	*	733	*	708	746	686	693	700
GRADE 8	817	810	802	809	760	*	755	*	736	711	749	689	696
GRADE 9	<u>906</u>	<u>808</u>	<u>825</u>	<u>820</u>	<u>806</u>	*	<u>749</u>	*	751	733	707	746	686
GRADES 7-9	2545	2422	2435	2395	2311	*	2237	*	2195	2190	2142	2128	2082
						*		*					
GRADE 10	897	899	833	829	814	*	844	*	765	768	749	723	762
GRADE 11	805	874	902	822	812	*	809	*	834	756	759	740	714
GRADE 12	<u>876</u>	<u>856</u>	<u>909</u>	<u>955</u>	<u>874</u>	*	<u>922</u>	*	889	916	831	833	813
GRADES 10-12	2578	2629	2644	2606	2500	*	2575	*	2488	2440	2339	2296	2289
						*		*					
GRADES 7-12	5123	5051	5079	5001	4811	*	4812	*	4683	4630	4481	4424	4371
						*		*					
KDG-GRADE 12	10701	10499	10399	10203	9956		9897		9720	9582	9407	9319	9228
HISTORY=2004-2009 History taken from the Gender-Ethnicity by Grade by District File of the MDE (GEGD) excluding Bldg 500 Extended Day/Year Students													
CURRENT=2009-2010 District October 1st Seat Count excluding Bldg 500 Extended Day/Year Students													
FUTURE PROJECTIONS= based on weighted ratio 3 years													



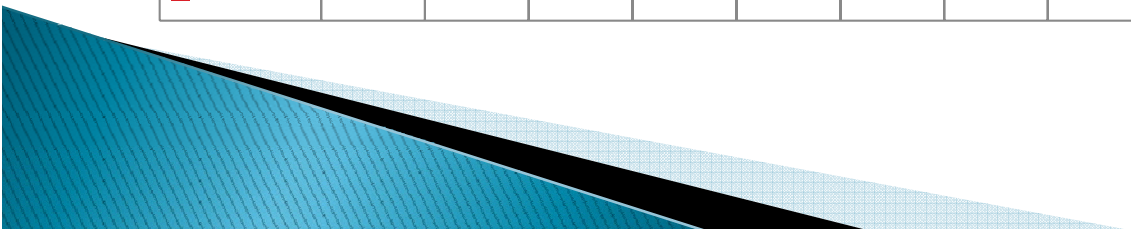
Historical, Current & Projected Enrollment K-12 – Weighted Ratio 3 Yrs.



Compare 2008-09 and 2009-10 Grade Level Enrollment



30



School Choice

2008-09

School Year 2008/2009	Resident Students 191	Students Attending 191	Difference	(Open Enr. Out) Residents Attending Other Public schools	(Open Enr. In) Non- Residents Attending 191	Difference	Residents Attending Charters
	10,456.63	9934.73	(521.90)	778.10	476.57	(301.53)	(220.37)

2008-09 Residents Attending Other Districts (Open Enrollment-Out) Over 20 Students Attending

District	Students
Rosemount/Apple Valley/Eagan	369.50
Prior Lake/Savage	181.53
Bloomington	43.93
Lakeville	26.21
Shakopee	24.66
West St.Paul/Mendota Heights	22.30
Houston Public Schools	20.87

2008-09 Residents Attending Charter Schools- Over 20 Students Attending

District	Students
Paideia	53.82
Seven Hills Classical Academy	36.88
Tarek IBN Ziyad Academy	33.13
Minnesota Transitions Charter School	28.12

31

ISD 191 Magnet Enrollment by Program

2009–10

William Byrne STEM

Magnet students Total	<u>86</u>
191 Students who moved to Byrne	<u>66</u>
Outside of district transfers (included 5 from Lakeville)	<u>20</u>
Magnet students of color	<u>26</u>

Metcalf STEM

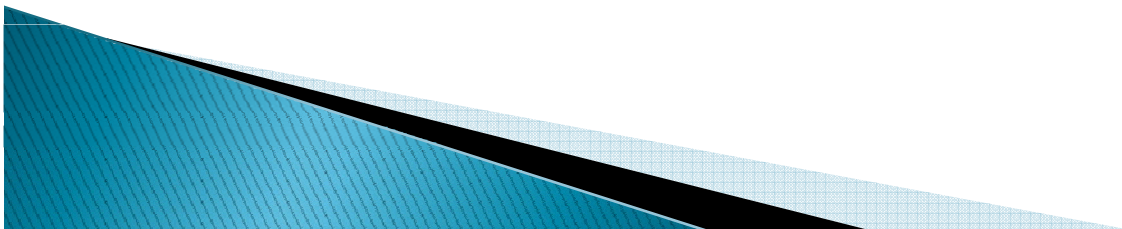
Magnet student Total	<u>116</u>
191 Students who moved to Metcalf	<u>97</u>
Outside of district transfers (including 3 from Lakeville)	<u>9</u>
Magnet students of color	<u>25</u>

Harriet Bishop Gifted and Talented

Magnet students Total	<u>77</u>
191 Students who moved to Harriet Bishop	<u>40</u>
Outside of district transfers (including 7 from Lakeville)	<u>37</u>
Magnet students of color	<u>15</u>

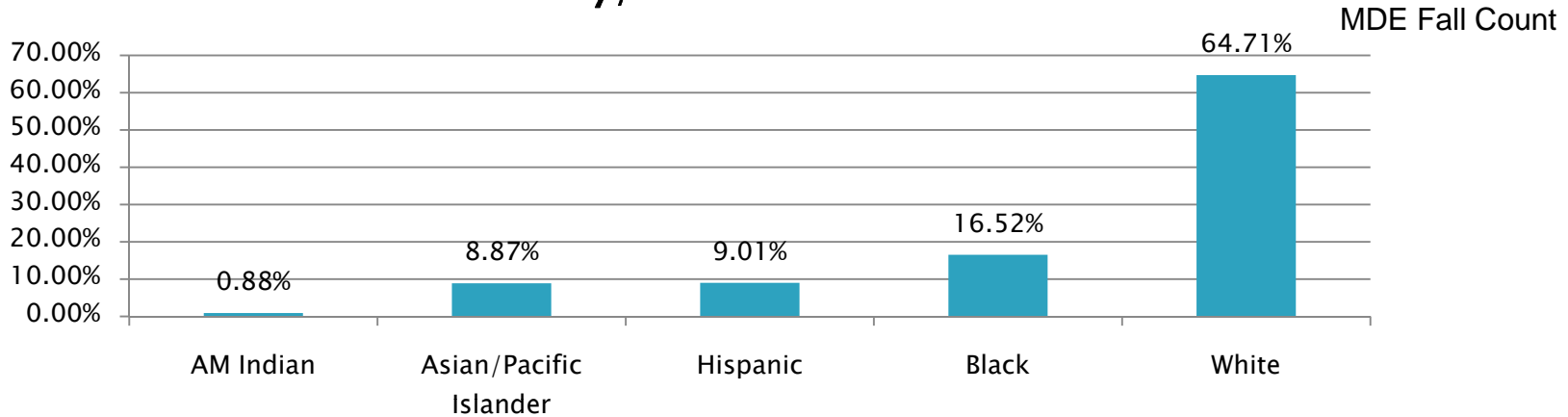
Envision Academy of the Arts

Magnet students	<u>70</u>
191 Students who moved to Envision	<u>47</u>
Outside of district transfers (including 10 from Lakeville)	<u>23</u>
Magnet students of color	<u>24</u>

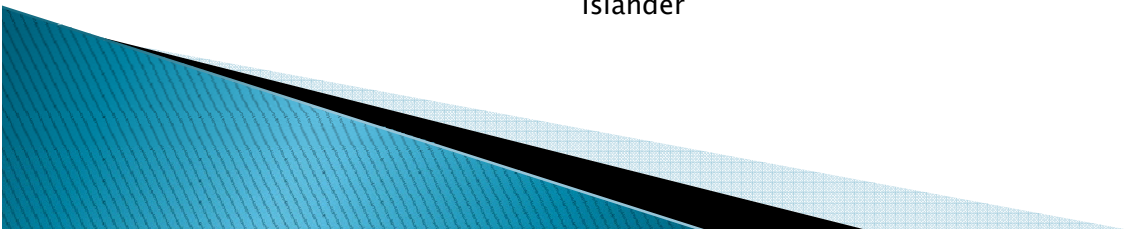
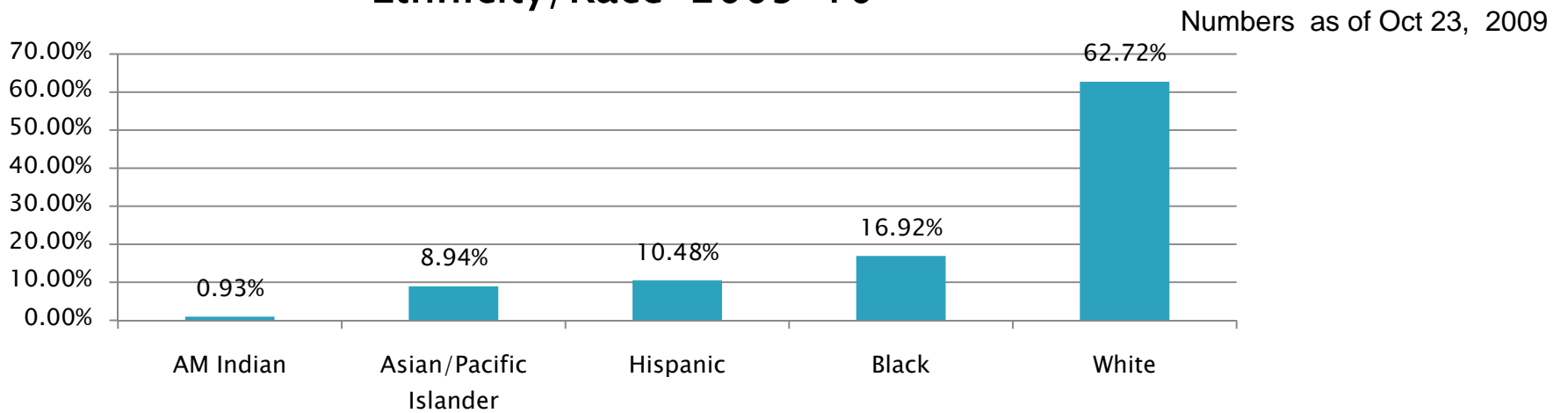


District Composition Minority Enrollment

Ethnicity/Race 2008-09



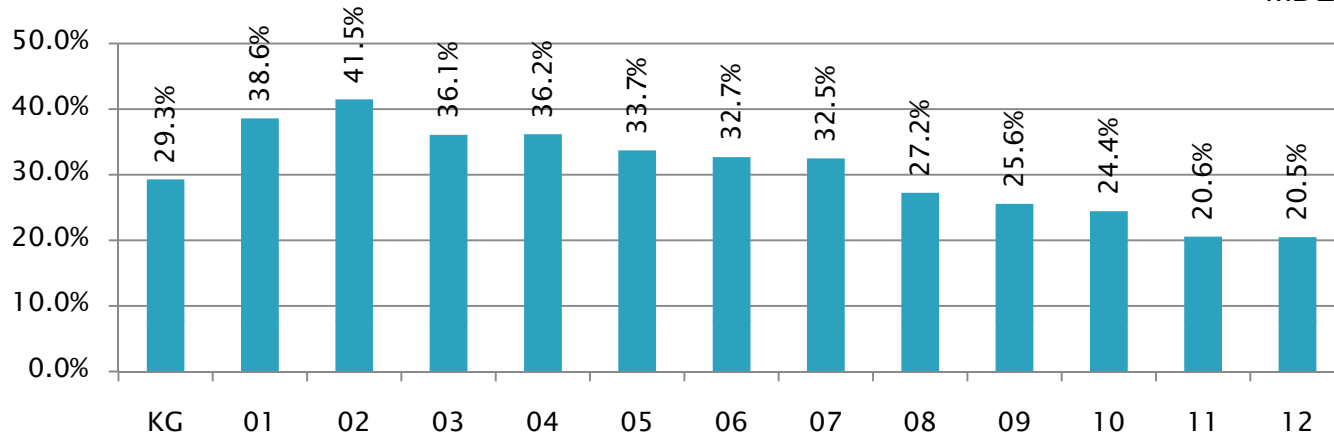
Ethnicity/Race 2009-10



District Composition Counts by Grade

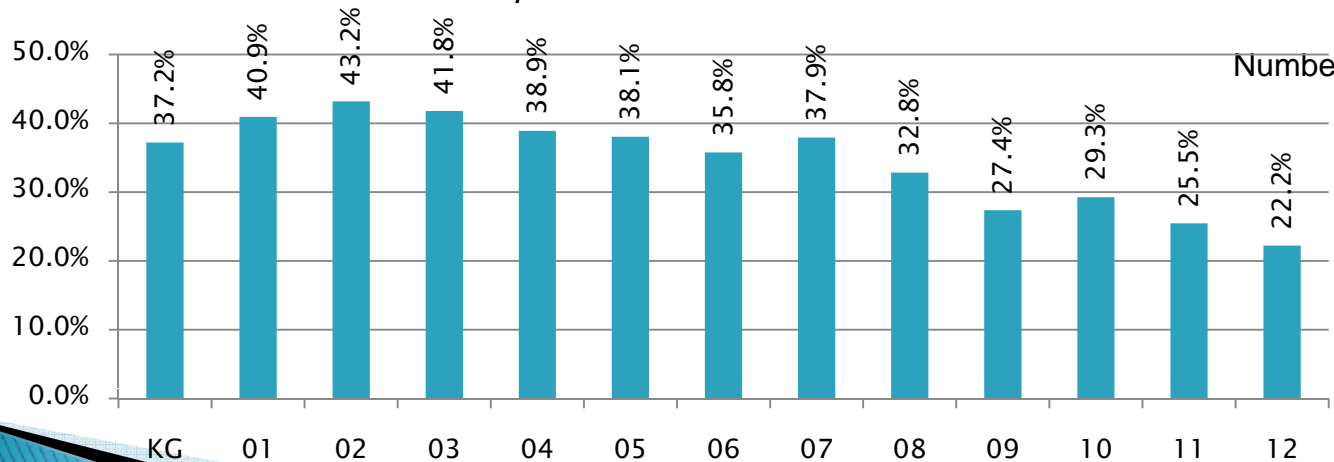
% Free/Reduced 2008-09

MDE Fall Counts



% Free/Reduced 2009 -10

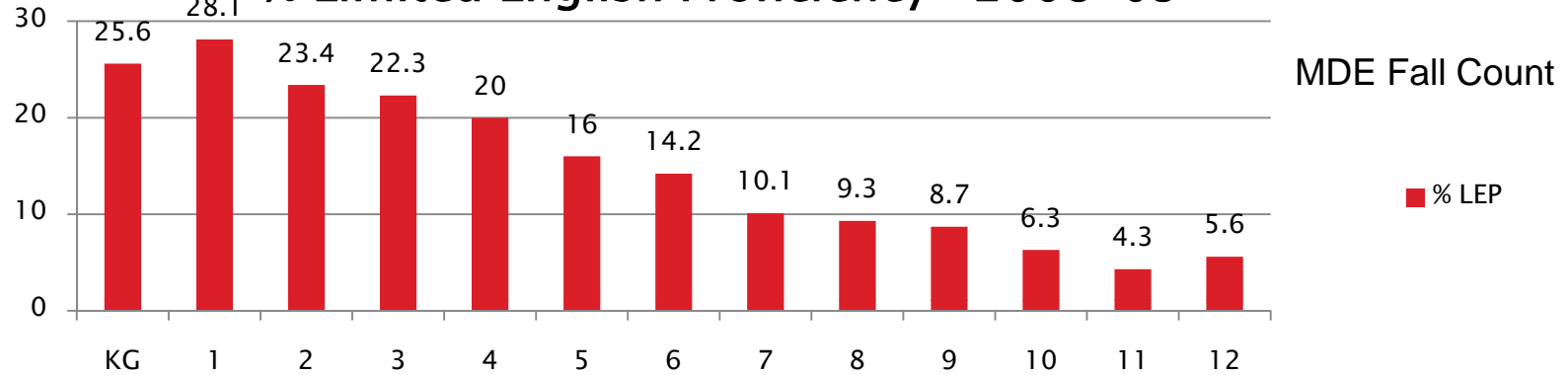
Numbers as of Oct 23, 2009



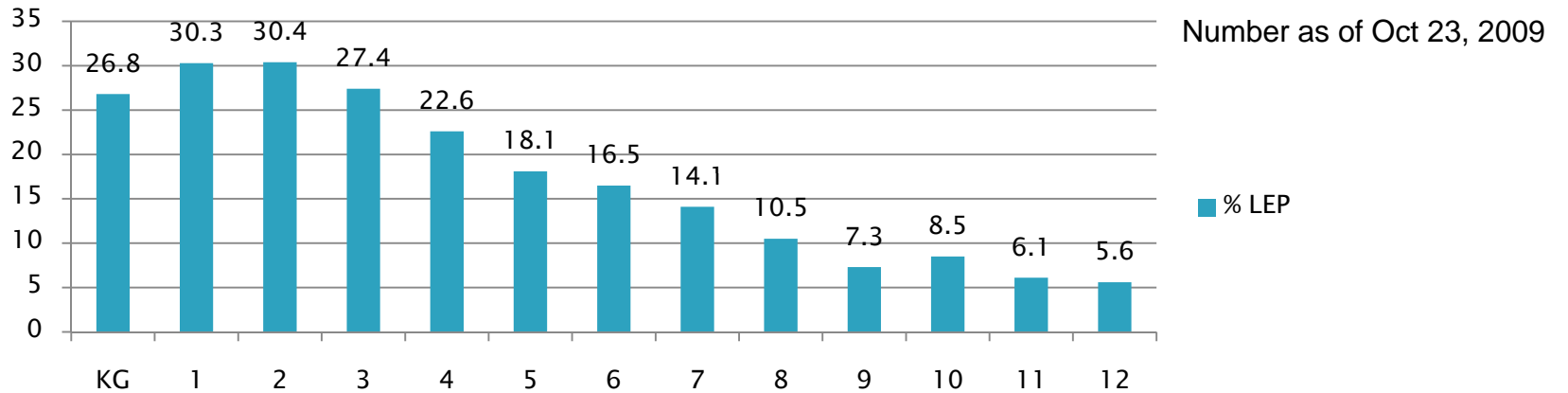
District Composition

Counts by Grade

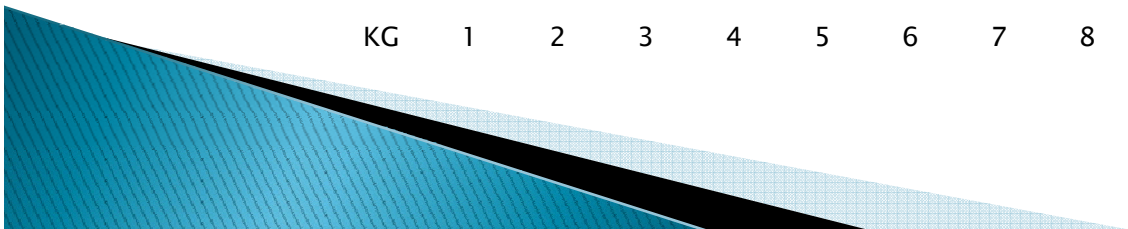
% Limited English Proficiency 2008-09



% Limited English Proficiency 2009-10

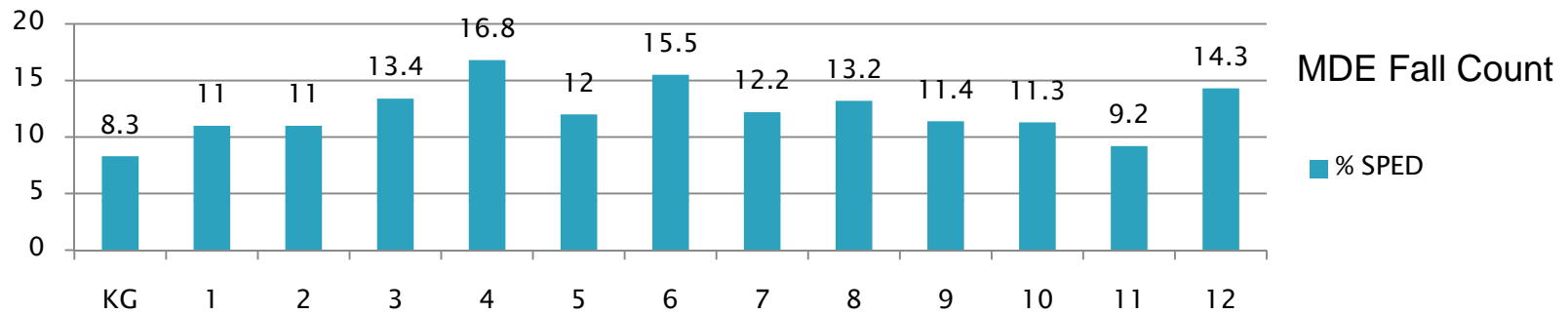


35

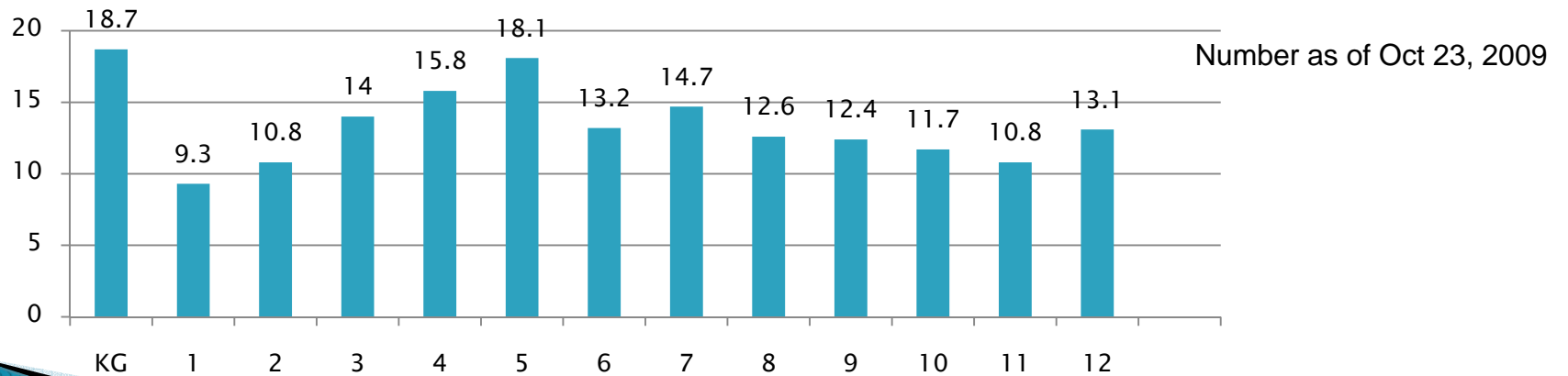


District Composition Special Education Enrollment

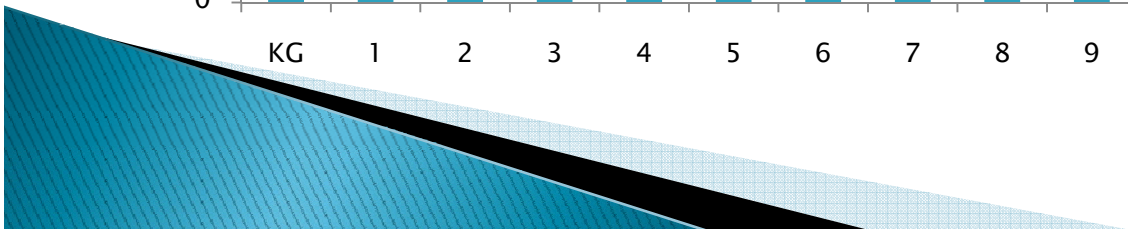
% SPECIAL EDUCATION 2008-09



% SPECIAL EDUCATION 2009-10

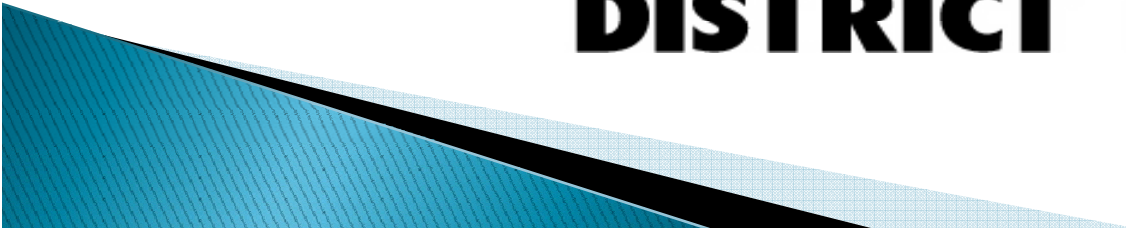


36



BES

**BURNSVILLE
EAGAN
SAVAGE
DISTRICT 191**



**INDEPENDENT SCHOOL DISTRICT 191
BURNSVILLE - EAGAN - SAVAGE
HUMAN RESOURCES**

AGENDA ITEM: IV.B.

To: Members of the Board of Education
Superintendent Rand Clegg

From: Susan J. Grissom
Executive Director of Human Resources

Date: November 5, 2009

RE: **Approve contract between ISD #191 and Executive Director of
Business Services, Lisa K. Rider**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION
APPROVE THE CONTRACT BETWEEN EXECUTIVE DIRECTOR OF
BUSINESS SERVICES, LISA K. RIDER AND THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT 191 FROM OCTOBER 26, 2009
THROUGH JUNE 30, 2011**

Discussion:

This evening the Board of Education approved Ms. Lisa K. Rider as the Executive Director of Business Services, effective October 26, 2009. The attached document is a two year contract. The contract mirrors that of other cabinet members; the Assistant Superintendent and the Executive Director of Human Resources.

Highlights of the agreement include:

- * An annual salary of \$133,588
- * Twenty five days of annual vacation
- * Fully paid single insurance or family insurance minus an employee contribution of \$265.33 per month
- * Tuition reimbursement for preapproved coursework
- * Severance based on unused sick leave, provided the Executive Director of Business Services retires with at least 15 years of service in the position

The salary and benefits in this contract are comparable to others in Lake Conference Districts.

To: Members, Board of Education
Dr. Randall Clegg

Agenda IV.C
November 5, 2009

From: Sandi Novak

Date: October 29, 2009

Re: Recommendation to approve Annual Measurement of Academic Objectives (AMAO)

Recommendation: That the Board of Education approve to submit the Annual Measurement of Academic Objectives (AMAO) Improvement Plan.

For the second year, the district did not meet AMAO goals set by the Minnesota Department of Education in compliance with federal Title III guidelines. AMAO measures the language proficiency and academic achievement of English Language Learners.

AMAO measures:

- **English ability** as measured by two tests for ELL, the Tests of Emerging Academic English (TEAE) and MNSOLOM including
 - District gains in the percent of occurrences of progress. Progress means any individual's test score that is higher than a test score of that same individual, recorded in the same district, in the previous year.
 - District gains in the percent of students becoming proficient. Proficiency means scoring proficient in all tests measuring English ability in reading, writing, speaking and listening.
- **Content achievement** as measured on the Minnesota Comprehensive Assessments (MCA); including
 - Gains in the percent of students scoring proficient in Reading and Mathematics. These indicators are exactly the same as the district level AYP results for the LEP subgroup.

Consequences

- If the district does not meet the AMAO targets for one year, the district must notify parents of ELL within 30 days of notification from the state.

- If the district does not meet the AMAO targets for two consecutive years, the district must notify parents and create an improvement plan.
- If the district does not meet the AMAO targets for four consecutive years, the district must notify parents and modify the ESL program with direction from MDE.

For AMAO purposes, LEP students met goals in TEAE progress and proficiency, but did not meet goals in reading and math proficiency on MCAIIIs. The AMAO goal for reading was 75.12, and LEP achievement was 62.43. The goal for math was 70.55 and the LEP achievement level was 57.77.

According to the MDE website 40% of LEP students are proficient on the Reading and Math MCAIIIs and/or MTELL. The district did not meet Adequate Yearly Progress (AYP) goals for LEP in reading or math in 2008-2009.

The AMAO improvement plan will outline how our district will increase the academic achievement of English Language Learners through intentional implementation of research-based professional development and programming, and through collaboration at a district level to guide the development and vision of these initiatives. The district has had an ESL Committee that met over the last four years and established two priorities, one is professional development in Sheltered Instruction Observation Protocol (SIOP), and the other is starting a Kindergarten Language Development Model (KLDM).

Goal One: Continue to expand and implement SIOP

District 191 has 90 content and ESL teachers receiving SIOP professional development in a cohort model by a full-time district SIOP Coach. The cohorts are established at four elementaries, three junior highs and two high schools. There are 30 elementary teachers and 60 secondary teachers involved. SIOP professional development focuses on implementing best instructional strategies that will increase the academic achievement of ELLs. This instructional framework increases content comprehension through explicit instruction of academic language and by drawing on background knowledge and effective learning strategies to develop meaning. This work will have a direct impact on student comprehension of what they read and improve their reading skills. During the 2010-2011 school year 60 more teachers will be added to the professional development program, with a goal of all teachers being SIOP trained by 2014. Additional professional development for the SIOP Coach, and additional district trainers will be added as SIOP cohort numbers increase and as the effectiveness of this program demonstrates improved performance for students.

Goal Two: Establish and expand KLDM

This year the district established two Kindergarten Language Development Sites (KLDM) to provide intensive English language instruction to half-day kindergarten ELL students. The programs, called Language Immersion for New Kindergarteners (LINK) are at Sioux Trail Elementary and Hidden Valley Elementary. These programs are offered to low-level English learners enrolled in the half-day kindergarten program at the site. The LINK students attend kindergarten for half the day and LINK for the other half. LINK is taught by a highly qualified ESL teacher. Students learn basic language skills while receiving reinforcement for kindergarten standards concepts. Through this increased exposure to English, literacy, math

and other concepts, ELL students will enter first grade more prepared to develop their reading skills at grade level. LINK student test data is gathered and analyzed and based on the success of this program the district plans to expand it in 2010-2011 to two more elementary sites.

Goal Three: Establish an ELL Advisory Team

An ELL Advisory Team (EAT) is being created to continue the work that was begun with the larger ESL Committee over the last four years. EAT members will review data and research regarding demographic trends, programming, instruction and achievement of ELLs. This team will meet three times yearly, and perhaps more often if there is a special project to develop. Team members will make recommendations to district leaders, principals and the School Board on the effective development of ELL programs and instruction to continue to eliminate the achievement gap for ELLs. EAT members consist of the Assistant Superintendent, a secondary principal, elementary principal, one secondary ESL teacher, two elementary ESL teachers, the ESL Coordinator, the SIOP Coordinator and the Diversity Coordinator.

By the Board supporting these goals and reinforcing the work the district has begun to eliminate the academic achievement of ELLs through high-quality instruction and language development models, more students should demonstrate proficiency.



Executive Director Individualized Student Services

To: Members, Board of Education
Dr. Randall Clegg, Superintendent

Agenda Item IV.D
November 5, 2009

From: Stephanie Corbey

Date: October 30, 2009

Re: Policy ING, Animals in the School
Guidelines ING-R, Animals in the School

Recommendation: That the Board of Education approve, on a first reading basis, revisions to Policy ING, Animals in the School

Discussion

Policy ING has not been revised since it was issued in January 1986. This policy pertains primarily to caged animals and relates to the safety and sanitation of animals. The school principal and the Director of Safety are the key administrators involved in the implementation of the current policy.

In 2007, the Director of Health Services, along with building principals, developed district guidelines for animals in the schools. These guidelines provide for how to maintain the health and safety of the students when animals are allowed in the schools.

The recent amendments to the Americans with Disabilities Act (ADA) have caused us to review our non-discrimination policies. The ADA and state law require that service animals be permitted to accompany individuals with disabilities in public spaces. The ADA's provisions regarding public spaces likely do not apply to public school classrooms but the state law may apply.

These statutes provide definitions of service animals. It is considered unfair discriminatory practice to prohibit a blind or deaf person or a person with a physical or sensory disability from taking a service animal into a public place if the service animal can be properly identified and meets the criteria that our district policy has set forth.

Non-service animals would be considered on an individual basis by a student's Individual Education Program (IEP) plan or 504 plan team. The determination would be based on a specific need that the IEP/504 must address and the use of the non-service animal meets the need. The district policy provides guidelines for the IEP/504 team to follow.

Prior to the adoption of the revised policy in January 2010, principals will continue to review requests regarding non-service animals under the current policy and 2007 guidelines. Service animals will be permitted as has been the practice. With regard to non-service animals, the IEP/504 team would review whether the animal was necessary for the student to receive an appropriate education.

Descriptor Term:

Descriptor Code:
ING

Page 1 of 3
Issued Date:
4/86-1/2010

Animals in the School

Rescinds:

Issued:

~~Principals may grant permission to house caged animals on school premises providing the following conditions are met for safety and sanitation:~~

- ~~—The kind of animal must be approved by the Director of Safety.~~
- ~~—Owners of the animals are responsible for transporting the animals to and from school and for the feeding, watering and cage cleaning functions. These functions may be delegated to a specified person who accepts accountability.~~
- ~~—Cages must be kept on tables, counters, shelves, not on the floor, and set in metal or plastic trays or a cardboard tray with a plastic liner. The tray must have a minimum 2" side and have 3" clearance on each side of the cage.~~

Section I. Animals Accompanying Students in District 191 Schools

Pets and Instructional Related Animals. Permission from the site administrator must be obtained prior to an animal being in a school. The discretion to allow or refuse permission for an animal to be on school grounds rests solely with the administrator. If the administrator grants permission the following requirements apply:

Dogs must be accompanied by proof of current vaccination for rabies and distemper-parvo.

The owner shall be liable for any damage done to property by the animal.

The owner is responsible for the humane care and treatment of the animal.

The owner may be asked to remove the service animal if it poses a significant health or safety risk or disrupts or may disrupt the educational environment.

Animals will not be allowed in food preparation, storage or eating areas.

Service Animals. A student with a disability may be accompanied by a service animal in public places within District 191 consistent with Minnesota Statutes §256C. A service animal is defined for the purposes of this policy as a guide dog, signal dog or other animal trained to do work or perform tasks for the benefit of a person with disabilities. The person with a disability must:

Properly harness or leash the service animal and maintain control of the animal.

The service animal must be identified as having been trained by a recognized school for service animals.

The service animal (if a dog) must be accompanied by proof of vaccination for rabies and distemper-parvo.

Descriptor Term:

Descriptor Code:
ING-R

Page 2 of 3
Issued Date:
1/86

Animals in the School

Rescinds:

Issued:

The person shall be liable for any damage done to property by the dog.

The person is responsible for the humane care and treatment of the service animal.

The person may be asked to remove the service animal if it poses a significant health or safety risk to the person or others.

Non - Service Animals. A student with a disability who wishes to be accompanied in a school building including a classroom, lunchroom or other area within the school building by a non-service animal should request that the student's Individual Education Program (IEP) team or Section 504 team consider whether the non-service animal is necessary to provide the student with a free appropriate public education.

The non-service animal will be permitted to accompany the student if the student requires the animal in order to receive an appropriate education as determined by the IEP or Section 504 team. In such a case, the following apply:

The non- service animal is identified as having been trained by a recognized school for training animals.

The non-service animal is harnessed or leashed and controlled by the person with disabilities.

A dog must be accompanied by proof of vaccination for rabies and distemper-parvo.

The person shall be liable for any damage done to property by a dog.

The person is responsible for the humane care and treatment of the non-service animal.

The person may be asked to remove the non-service animal if it poses a significant health or safety risk or creates or may create disruption to the educational environment.

Section Two: Animals Accompanying Employees or Other Adults in District 191 Schools

Service animals are permitted to accompany a person with disabilities consistent with Minnesota Statutes §256C. A person who is training a dog to be a service dog shall also be permitted to have a dog on school property.

A service animal is defined for the purposes of this policy as a guide dog, signal dog or other animal trained to do work or perform tasks for the benefit of a person with disabilities. The person with a disability must:

Properly harness or leash the service animal and maintain control of the animal.

The service animal must be identified as having been trained by a recognized school for service animals.

Descriptor Term:

Descriptor Code:
ING-R

Page 3 of 3
Issued Date:
4/86

Animals in the School

Rescinds:

Issued:

The service animal (if a dog) must be accompanied by proof of vaccination for rabies and distemper-parvo.

The person shall be liable for any damage done to property by the dog.

The person is responsible for the humane care and treatment of the service animal.

The person may be asked to remove the service animal if it poses a significant health or safety risk to the person or others.

Legal References:

The Individuals with Disabilities Education Act, 20 U.S.C. §1401 *et seq.*

Section 504 of the Rehabilitation Act of 1973

Minn.Stat. §256C.01 - .03

Minn. Stat. § 363A. 19

The Americans with Disabilities Act ,48U.S.C. § 12101 *et seq.*

28 C.F.R. 36.302(c)(1)

Descriptor Term:

Descriptor Code:
ING-R

Page 1 of 1
Issued Date:
4/86-1/2010

Guidelines Animals in the School

Rescinds:

Issued:

Site Administrators must grant permission prior to a non-service animal being allowed in a school.

All interactions between animals and students will be supervised.

Non-service animals will not be allowed in food preparation, storage or eating areas.

Thorough hand washing with soap and water will take place after any contact with animals, their equipment, cages or food. This is especially important in the case of handling reptiles such as turtles and iguanas.

The following animals will not be allowed in school: Cats, stray animals, aggressive animals, poisonous animals – spiders, snakes, venomous insects and baby ducks or chicks.

The following conditions must be met for safety and sanitation:

Caged Animals - Cages must be kept on a table, counter or shelf, and set in a metal or plastic tray, or a cardboard tray with a plastic liner. If the cage has a built-in bottom, it may be placed on the floor. Owners of the animals are responsible for feeding, watering and cage-cleaning functions including the area around the cage and floor as needed. These functions may be delegated to a specified district employee or student who accepts responsibility. Cleaning and disposal of cage contents should be done frequently using gloves. Bacteria and allergen in the urine should be considered when housing an animal in a classroom.

Visiting Animals - Dogs must be accompanied by copies of their vaccination dates against rabies and distemper-parvo. When possible, it is preferable for students to go outside and visit the animal rather than have the animal visit the students in the building.

Animal Bites - If an animal bite occurs, administer first aid as necessary and notify the health office.

Other Emergency Situations - In the event of an emergency situation, (i.e., building closure, natural catastrophe) a plan of care to house and care for the animal will be the responsibility of the classroom teacher and site administrator).

Determining Need for Non-Service Animals - IEP/504 teams will meet to consider the need for an animal to accompany a student to school. The Team will address any specific goal/objective that would pertain to the animal and how the student's need would be addressed and if the use of the animal is the only and best means for meeting the student's need. These considerations would be balanced with the needs of other students in the school/classroom including allergies, asthma, and cultural concerns.