

BOARD AGENDA

INDEPENDENT SCHOOL DISTRICT 191

Burnsville High School Senior Campus
Diamondhead Education Center
Regular Meeting
December 5, 2013
6:30 PM

- I. Call to Order
 - A. Welcome Public
 - B. Pledge of Allegiance
 - C. Public Recognition: Girls' Swim Team, Girls' Soccer Team, and National Merit Commended Students
- 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 3
 - 2. Human Resources 5
 - 3. Donations 6
 - 4. Approve the List of School Bus Stops at Which School Bus Drivers Shall not Activate the Eight-way Flashing Red Signals and Authorize the Director of Transportation to Modify the List as Necessary as School Bus Routes are Modified 8
 - 5. Accept the 2013-14 American Indian Parent Advisory Committee Resolution 17
 - 6. Approve on a Second Reading Basis, Board Policy 706: *Acceptance of Gifts* 19
 - 7. Approve on a Second Reading Basis, Board Policy 709: *Student Transportation Safety Policy* 21
 - 8. Policy Review Committee Meeting Date Change 31
 - 9. Schedule a Closed Meeting on December 19, 2013, Immediately Following the Regular Board Meeting, to Discuss School District Security-Related Matters 32
 - 10. Appoint Director Luth as an Alternate on the Ad Hoc Technology Committee 33
- III. New Business
 - A. Receive a Report on the Multi-Collaborative Council 34
Presenter: Dr. David Bernard
Time: 15 Minutes
 - B. Receive a Report on Community Days 35
Presenter: Superintendent Gothard
Time: 60 Minutes
- IV. Reports
 - A. Student Advisor

B. Superintendent

C. Board Members

V. Adjourn to a Closed Session to Discuss Negotiation Strategies as permitted by Minnesota Statute, section 13D.03

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
November 21, 2013

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

Call to Order

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

Attendance

Sweep welcomed the public and asked Currier to lead the Pledge of Allegiance.

Welcome and Pledge

The board recognized Gideon Pond Elementary and Edward Neill Elementary for being named Reward Schools and MW Savage Elementary for being a Celebration-eligible school.

Public recognition

Moved by Hill, seconded by Schmid, to approve the agenda. Motion carried (7, 0).

Agenda

Moved by Currier, seconded by VandenBoom, to approve the consent agenda as follows:

Consent Agenda/ Minutes/

- Approve minutes of November 7, 2013, regular board meeting and closed session.
- Approve personnel changes for C. Paul, A. Tangney, B. Tinklenberg, K. Larson, M. Grant, A. Hassan, B. Johnson, C. Lindberg, T. Nguyen. S. Powers, D. True, J. Williamson, M. Wolfram, L. Austin, J. Riggs, K. Theiler, and M. Gaitan.
- Adopt a resolution to approve and accept donations as presented. A complete list of donations is listed on the website.
- Approve September payroll checks numbered 717388-717429, and direct deposit notices numbered 512402-515224, in the net amount of \$3,596,416.28. September & October claims to date represented by checks numbered 427199-427892, 1008261-1008421, and 100859-100874 and wire transfers and adjustments totaling \$7,004,850.70. Accept September receipts of \$13,092,590.88 and investments for the General Fund, 2012A Alt Facilities, and OPEB of \$60,454,747.44 as of September 30, 2013.
- Approve October payroll checks numbered 717432-717471, and direct deposit notices numbered 515226-518170, in the net

Human Resources

Donations

Deposits

amount of \$3,669,094.42. October & November claims to date represented by checks numbered 427893-428701, 1008422-1008786, and 100875-100886 and wire transfers and adjustments totaling \$8,826,348.00. Accept October receipts of \$7,061,036.05 and investments for the General Fund, 2012A Alt Facilities, and OPEB of \$65,096,782.89 as of October 31, 2013.

- Adopt a recommendation to form an Ad Hoc Technology Committee
Motion carried (7, 0).

Ad Hoc

Moved by Luth, seconded by Alt, to approve with edits as provided by Director Schmid, on a first reading basis, Board Policy 709: *Student Transportation Safety Policy*. Motion carried (7, 0).

Policies 709

Moved by Schmid, seconded by Alt, to approve, on a first reading basis, Board Policy 706: *Acceptance of Gifts*. Motion carried (7, 0).

Policy 706

A Legislative Committee oral report was given by Hill.

Reports

A Meet and Confer Committee oral report was given by Schmid.

Moved by VandenBoom, seconded by Currier, to adjourn to a board work session at 7:04 p.m. Motion carried (7, 0).

Adjourn

The board work session began at 7:15 p.m.

Board work session

The following topic was discussed:

- Student Achievement Data for 2012-2013

The work session ended at 9:05 p.m.

Bob VandenBoom, Clerk

Date Approved

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

TO: Members, Board of Education
Joe Gothard, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: December 5, 2013

RE: Recommended Personnel Changes

**Certified
Appointment**

Maureen Burke

-Replacement-Teacher, Data/Assessment, .5 FTE and
Intervention, .5 FTE, GP, effective 11/27/13

Robin Debronsky

-Replacement-Long term substitute, SPED, 1.0 FTE,
BHS, effective 12/2/13

Resignation

David Bernard

*Director of Instruction, effective 12/6/13

Erik Moe

*Teacher, BHS, effective 1/8/14

Classified

Resignation

Michelle Crispino

*EA, effective 12/4/13



**Agenda II.B.3.
December 5, 2013**

To: Members, Board of Education
From: Lisa K. Rider, Executive Director of Business Services
Date: December 5, 2013
Re: Donations

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

RESOLUTION TO APPROVE AND ACCEPT DONATIONS

WHEREAS,

1. School Board Policy KH establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02 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 gift, 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 December 5, 2013.

Sandy Sweep
Chair - Board of Education

Bob VandenBoom
Clerk – Board of Education

Donor	Recipient of donation	Purpose	Dollar Amount (or description of item donated)
Lisa Pozorski	Harriet Bishop Elementary	The use the donated clothes as needed. We also gave some to Sky Oaks and William Byrne.	Several boxes of slightly used clothing
Halunen & Associates	Hidden Valley Elementary	playground/building beautification program	\$500.00
Burnsville Rotary Foundation	William Byrne Elementary	The funding of two iPads.	\$1,286.00
Burnsville Rotary Breakfast Club	Hidden Valley, Vista View, Edward Neill, and Sky Oaks	children in need	hats and mittens
Burnsville Senior Center	Hidden Valley, Vista View, Edward Neill, and Sky Oaks	children in need	hats and mittens
UnitedHealthcare Children's Foundation	Harriet Bishop Elementary	"Our ask of you is quite simple: to help us make this book available in your school library..."	\$16.95

Total monetary contributions to accept: **\$1,802.95**



**Agenda II.B.4
December 5, 2013**

To: Members, Board of Education
From: Glenn Simon, Director of Operations and Properties
Date: December 5, 2013
Re: Authorization for transportation bus stops

RECOMMENDATION: That the Board of Education, as authorized by Minnesota State Statute 169.443 subd 3, approve the following school bus stops at which school bus drivers shall not activate the eight way flashing red signals and authorize the Director of Transportation to modify the list as necessary as school bus routes are modified.

Minnesota Statute 169.443 subd 3 specifies how and when school bus drivers must use the eight way flashing red signals and the stop-signal arm. In most situations, school bus drivers are to activate the eight way flashing red signals and extend the stop-signal arm when the school bus is stopped on a street or highway to load or unload school students. The same Minnesota statute also allows for the loading and unloading of students, without the use of the eight way flashing red signals, when students are not required to cross the street or highway and when the bus is able to pull off the traveled portion of the roadway.

Special transportation bus stops typically take longer than regular school bus stops resulting in the roadway being blocked for extended periods of time when the eight way flashing red signals are used. After consulting with the Minnesota Department of Public Safety, the local highway department and the district's transportation contractor, the Director of Transportation has identified a list of special transportation bus stops that qualify as bus stops at which school bus drivers shall not use the eight way flashing red signals while loading and unloading students in order to avoid blocking the roadway for extended periods of time.

Therefore, we recommend that the Board of Education annually approve a list of school bus stops at which school bus drivers shall not activate the pre-warning flashing amber signals or flashing red signals when loading and unloading students. We also recommend that the Board of Education authorize the Director of Transportation to modify the list of approved bus stops during the course of a school year in order to accommodate the changing transportation needs of individual students.

Bus Stop Population Report

Description

████ RIVER WOODS LN
████ BIRNAMWOOD CT.
████ 126TH ST W
████ RIVERWOOD LN
████ ARBOR VISTA RD
NICOLLET JR SPED BUS AREA
████ OLIVER AVE S
████ 136 1/2 ST W
████ JADE LN
████ 2ND AVE
████ MOONSTONE DR
████ WOODHILL RD
████ SOUTHVIEW DR
████ IRVING AVE
████ OAKWOOD PL
████ BURNSVILLE PKWY E
████ OAK LEAF CT
████ 1ST AVE
████ PARKWOOD DR
WHISPERING OAKS (MAIN ENTRANCE BY DOOR)
████ EUREKA AVE W
████ BURNSVILLE PKWY E
████ 126TH ST W
████ WESTCLIFFE DR
████ 138TH ST W
████ 5TH AVE
████ MANOR DR
████ YOSEMITE AVE S
ANNA'S BANANAS DAY CARE
████ WILLIAMS DR - STONE GROVE APTS
████ CARNELIAN LN
████ IRVING AVE
████ PARKWOOD DR
████ 31ST AVE
████ MCCOLL DR
BURNSVILLE LIBRARY
████ ALLEN DR
BHS SPED DOOR #9
████ 141ST ST W
████ 136 1/2 STREET WEST
████ SOUTH PARK DR
████ OLIVER AVE S
████ JADE LANE
████ PARK AVE
████ SOUTH PARK DR
████ WASHBURN CT
████ FREMONT AVE S
████ 132ND ST W

████ WENTWORTH AVE
████ TAMARACK LN
████ CARLSBAD CT
████ HWY 13 E
████ 126TH ST W
████ 125TH ST W
████ MCCOLL DR
████ INDEPENDENCE AVE
████ IRVING AVE S
████ CORAL LANE
████ MIRADA CT
████ LYNN AVE.
████ QUEBEC AVE
████ RIVER HILLS DR
████ NICOLLET AVE
████ 130TH ST W
████ TACONITE TRAIL
████ BURNSVILLE PARKWAY W
████ IRVING AVE
████ PORTLAND AVE - SUMMIT PARK APTS
████ BURNSVILLE PKWY W
████ PINE RIDGE RD
████ COUNTRY WOOD DR
████ BROOKVIEW DR
CEDAR GROVE TRANSIT
████ 27TH AVE
████ 122ND ST E
████ PARKWOOD DR
████ MCANDREWS RD W
████ GABBRO TRL/1766 GABBRO TRAIL
████ HIGHCLERE DR
████ JOPPA AVE
KID'S WORLD
████ CHANCELLOR MNR
████ ASPEN
████ MCCOLL DR
████ BURNSVILLE PKWY EAST
████ OAKLAND DR
████ WOODHILL RD
████ WENTWORTH AVE
████ 1ST AVE.
████ TACONITE TR
████ VERNON AVE
████ MCANDREWS RD W
████ LYNN AVE
████ FREMONT AVE S
████ FOREST GLEN CT
████ 17TH AVE
████ 132ND ST W
████ 131ST ST E
████ COUNTRY CREEK WAY
████ PORTLAND AVE

VISTA VIEW SPED BUS AREA

██████ EAGLE BLUFF DR
██████ FOREST GLEN DR
████ MEADOW CIRCLE S
████ PARK AVE
████ SELKIRK DR
████ SKYVIEW DR
████ KNOB HILL RD
████ MORGAN CT
████ QUARTZ LN
████ GLENHURST AVE
████ PARK AVE
████ 134TH ST W
████ MANOR BLVD W
████ MCANDREWS RD W
████ PORTLAND AVE (SUMMIT OAKS)
████ CEDAR BEND
████ PARKWOOD DR
████ HIGHWAY 13 - NEW HORIZONS
████ 117TH ST E
DEC ECSE LOWER DOOR # 9
████ VALLEY CT
████ COUNTRY VIEW LN
████ MORGAN AVE S
████ BRYANT AVE
CEDAR SUN
████ PARKVIEW LN/12254 PARKVIEW LANE
████ KIPLING AVE
████ SIBLEY CT
████ ASPEN DR
████ OCONNELL RD
████ CLIFF RD E
████ COUNTY RD 5
████ BLUESTONE LN
████ KIPLING CT
████ 144TH ST W
████ TOPAZ DR
████ BALLANTRAE RD
████ COUNTY ROAD 5 - RIVER RIDGE APT
████ MCANDREWS RD W
LITTLE VOYAGERS - 901 CLIFF RD E
████ ELAINE CT
████ KNOX DR
████ 140TH ST W
████ GREENHAVEN DR
WONDERKIDZ MONTESSORI
████ HORIZON RD
████ 131 1/2 ST W
████ TRAVELERS TRL E - TRAILWAY POND APTS
████ BURNSVILLE PKWY E
KINDERCARE 1888 134TH ST - SOUTHSIDE ENTRANCE
████ IRVING AVE S

████ 125TH ST W
████ DAVENPORT CIRCLE
████ NATCHEZ AVE
████ ASPEN GROVE LN
████ BRYANT AVE
████ IRVING AVE
████ BALLANTRAE RD
████ SOUTH PARK DR
████ EWING AVE - PARTNERS IN EXCELLENCE
████ COUNTY RD 42 W
████ BURNHAVEN DR - PUMPKIN PATCH DAYCARE
████ 57TH ST W
████ PLEASANT LN
████ CREEK WAY
████ KNOX CIR S
████ ASTON CIRCLE
████ ELM ST
SKY OAKS SPED BUS AREA
████ BRYANT AVE
████ SUNSET LAKE DR
████ MORGAN AVE S
████ ARBOR LANE
████ ELM ST
████ WOODBRIDGE LN
████ BIRNAMWOOD CT.
████ CARNELIAN LANE
████ HIGHLAND DR
████ ARBOR VISTA RD
████ IRIS CIR
████ HUNTINGTON AVE
████ 141ST ST W
████ UPTON AVE S
RAHN SPED BUS AREA
████ BURNSVILLE PKWY E
████ 133RD ST W
████ COURT PL
████ OCONNELL RD
████ EARLEY LAKE CRV
████ FLAG AVE
████ NATCHEZ AVE
████ JADE LANE
████ ARBOR VISTA RD
████ HWY 13 E
████ TURQUOISE PT
████ LIBERTY LN
████ LEISURE LN
████ HARRIET AVE
████ ARBOR VISTA RD
████ GARNET DRIVE
████ PHEASANT RUN
████ PRINCETON CT
████ 1ST AVE

████ RIVER HILLS DR W - FRONT ENTRANCE
████ MONTEREY LANE
████ BURNSVILLE PARKWAY W
████ PRINCETON CT
████ BURNSVILLE PKWY W
████ 117TH ST E (ANDREW'S POINTE)
████ OLIVER AVE S
████ LYNN AVE
████ ARBOR VISTA RD
████ 114TH ST E
████ IRVING AVE S
████ UPTON AVE S
████ BRYANT AVE
████ SAPPHIRE LN
████ 121ST STREET E @ COLONIAL VILLAGE
████ 115TH ST E
████ COURT PL
████ DANA DR
████ CLIFF RD E
████ SLATER LN
████ 137TH ST W
████ MCLEOD ST
████ WOODHILL RD
████ BURNSVILLE PARKWAY W
████ 117TH ST E (ANDREW'S POINTE)
████ TOLEDO CT
████ BROOK VIEW DR
████ OTTAWA AVE
SIOUX TRAIL SPED BUS AREA
BURNSVILLE LEARNING CENTER
████ UPTON AVE - STONE GROVE APTS
████ LACOTA LN
████ FOREST GLEN DR
████ 141ST ST W
████ HIGHLAND DR
████ BURNSVILLE PKWY W
████ BURNSVILLE PKWY W
████ PARK AVE
████ COUNTY ROAD 11
████ MCANDREWS RD W
████ COUNTY RD 11
████ RIO LOMA DR
████ ARBOR VISTA RD
████ 145TH ST W
████ CHERRY LN
████ PARKWOOD CT
████ RIVERSIDE AVE
████ 125TH ST W
████ 125TH ST E
████ 137TH STREET WEST
NEILL SPED BUS AREA
████ 17TH AVE

12800 NICOLLET AVE
90000 ARBOR VISTA RD
8000 HIGHLAND VIEW AVE
4000 MOONSTONE DR
8000 ZARTHAN AVE
9000 GRANDVIEW CT
8000 NATCHEZ AVE
601 BURNSVILLE PKWY E
8000 BEARD AVE
2150 W PARK DR - PARENTS CHOICE DAYCARE
8000 BURNSVILLE PKWY W
88 EVERGREEN
8700 132ND ST W
8700 IRVING AVE
8000 PENN AVE S - STONE GROVE APTS
8000 MORGAN AVE S - WILLOWAY APTS
8000 MORGAN AVE S
8000 CARNELIAN LN
8000 141ST ST W
801 BURNSVILLE PKWY E
8000 MONTEREY AVE S
8000 GOLD TRL
8000 SIBLEY ST
8000 PARK AVE
8000 ARBOR VISTA RD
EAGLE RIDGE SPED BUS
8000 CIRCLE DR
8000 MCCOLL DR@EVERGREEN PT TOWNHOMES
8000 SIBLEY ST
8000 HIGHWAY 13 E
8000 CAVELL AVE
8000 SALEM AVE
8000 130TH ST E
8000 ARBOR VISTA RD
8000 LYNN AVE
8000 SEQUOIA COURT
8000 JUDICIAL ROAD
8000 IRVING AVE
8000 NICOLLET AVE
8000 MCANDREWS RD W
8000 141ST ST W
8000 BURNELL PARK DR
8000 PARKWOOD DR
8000 MCANDREWS RD W
8000 FLINT LN.
8000 CHOWEN BND
8000 2ND AVE
8000 WELCOME LN
8000 136TH ST W
8000 HUNTINGTON AVE - NEW HORIZON
8000 BRYANT AVE
8000 HAMILTON ST

████ 126TH ST W
████ GIRARD AVE S
████ MCCOLL DR
████ YOSEMITE AVE S
████ PRESERVE BLVD W
████ 116TH ST E
████ RIVER HILLS DR
████ 139TH ST W
████ YOSEMITE AVE. S
████ WESTCLIFFE DR
████ LYNN AVE.
████ BROOKVIEW DR
████ PHEASANT RUN
████ BRYANT LN
████ FLAMINGO DR
████ PRESERVE BLVD W - AMERICAN MONTESSORI
████ 141ST ST W
████ FRONTAGE RD - (HIGHWAY 13)
RIVER HILLS METHODIST DAY CARE
████ SUMMERSSET LN
████ RAMBUSH RD
████ HIGHLAND DRIVE
████ 134TH ST E
████ KRESTWOOD DR.
████ GLENHURST AVE
████ 134TH LN W
████ RIVER BEND PL
████ 126TH ST W
████ 141ST ST W
████ 122ND ST E
████ BURNSVILLE PKWY E
████ BURNSVILLE PKWY E
████ RIVER HILLS DR W - FRONT ENTRANCE
████ HEATHER DR
████ PARK VIEW LN
████ 125TH ST E
████ GREENRIDGE LN
████ HAMILTON ST
████ PLEASANT LN
████ LACOTA CIR
████ 145TH STREET WEST
████ 115TH STREET E
████ PARKWOOD DR - SHALIMAR ESTATES
████ MAGNETITE PT
████ PRINCETON AVE
████ APARTMENT RD
████ 141ST ST W
████ HERITAGE CIR S
████ 141ST ST W
████ RIVER CT
████ PARKWOOD DR
████ PORTLAND AVE - SUMMIT OAKS

●● RIVER WOODS LN
●● SILVER BELL RD
●● SIOUX CT
●● 137TH PL W
●● SHAWNEE LN
DIAMONDHEAD DOOR #9
●● FREMONT AVE S



**AGENDA II.B.5
December 5, 2013**

TO: Members, Board of Education
Superintendent Gothard

FROM: Cindy Amoroso

DATE: December 5, 2013

RE: 2013-2014 American Indian Parent Advisory Committee Resolution

Recommendation: That the Board of Education accept the 2013-2014 American Indian Parent Advisory Committee Resolution.

State law and School Board Policy require the establishment of an American Indian Parent Advisory Committee. Members present at the meeting held on November 20, 2013, were Theresa Morrison, Jodi Keezer, Doug Keezer, Clarine Packineau, Elias White, Kathy Funston, Delonna Darsow, and Cindy Amoroso. The Chairperson of American Indian Parent Committee is Doug Keezer, a parent in the school district.



2013-14 Parent Committee Resolution

WHEREAS, the Burnsville-Eagan-Savage School District #191 provides an opportunity for all of its citizens to participate in district program communities, and

WHEREAS, the Indian Education Parent Committee of the Burnsville-Eagan-Savage School District #191 is the duly elected and established Parent Committee comprised of parents of students eligible to be enrolled in American Indian programs, secondary students, representatives from community groups, school administrators, and

WHEREAS, the Parent Committee's current responsibilities are addressed in district practices and apply to programs specifically designed for American Indian learners, and

WHEREAS, the Parent Committee's responsibilities have been expanded to include involvement in and advisement of all educational programs, programs for elementary and secondary grades, special education programs and support services, and

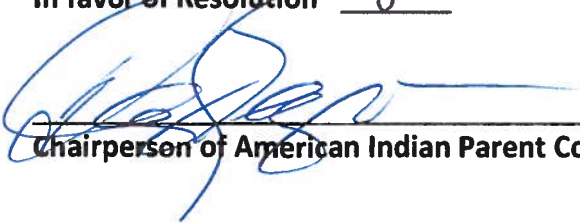
WHEREAS, the Indian Education Parent Committee of the Burnsville-Eagan-Savage School District #191 did meet on November 20, 2013, to review, recommend and approve this Resolution, and

WHEREAS, the Parent Committee had found most of the District's educational programs to be adequate in meeting the needs of American Indian students.

THEREFORE BE IT RESOLVED, the Parent Committee of the Burnsville-Eagan-Savage School District #191 does concur that the district's programs meet American Indian student needs.

In favor of Resolution 8

Not in favor of Resolution 0



Chairperson of American Indian Parent Committee

11-20-13
Date

If the committee does not concur with the Resolution, the reasons for the non-concurrence and recommendations shall be submitted with this Resolution. By resolution, the Board must respond, to each recommendation made by the committee and state its reasons for not implementing the recommendation. (MN Statute 124D.78 Subd. 1)



Superintendent of Schools

TO: Members, Board of Education Agenda Item II.B.6
FROM: Joe Gothard, superintendent
DATE: December 5, 2013
RE: Board Policy 706: *Acceptance of Gifts*

Recommendation: That the Board of Education approve, on a second reading basis, Board Policy 706: *Acceptance of Gifts*.

As part of the ongoing work to update the Board of Education's governance policies, Board Policy 706: *Acceptance of Gifts* has been reviewed and updated by the Board Policy Committee. This policy will replace former Board Policy KH: *Gifts from Public*.

Board Policy 706 aligns with Minnesota state statutes.

123B.02 GENERAL POWERS OF INDEPENDENT SCHOOL DISTRICT Subd. 6.Bequests; donations; gifts.

The 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. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.

465.03 GIFTS TO MUNICIPALITIES.

Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.

BURNSVILLE-EAGAN-SAVAGE SCHOOL DISTRICT

Policy 706 Acceptance of Gifts

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The school board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Legal References: Minn. Stat. § 123B.02, Subd. 6 (Bequests, Donations, Gifts)
Minn. Stat. § 465.03 (Gifts)

Cross References:

History: Rescinds Policy KH (11/83);		
Approved by: Board of Education	Clerk's Signature:	Date: 12/5/2013



Superintendent of Schools

TO: Members, Board of Education Agenda Item II.B.7
FROM: Joe Gothard, superintendent
DATE: December 5, 2013
RE: Board Policy 709: *Student Transportation Safety Policy*

Recommendation: That the Board of Education approve, on a second reading basis, Board Policy 709: *Student Transportation Safety Policy*.

As part of the ongoing work to update the Board of Education's governance policies, Board Policy 709: *Student Transportation Safety Policy* has been reviewed and updated by the Board Policy Committee. This policy will replace former Board Policy EEAC: *Student Transportation*.

A summary of changes include:

- Adding a paragraph regarding the use of cell phones.
- Changing the name on the policy from EEAC: *Student Transportation* to 709: *Student Transportation Safety Policy*.

BURNSVILLE-EAGAN-SAVAGE SCHOOL DISTRICT

Policy 709 Student Transportation Safety Policy

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and their responsibilities while riding a school bus.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third full week in October.

B. Student Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
 - a. Transportation by school bus is a privilege, not a right;
 - b. School district policies for student conduct and school bus safety;
 - c. Appropriate conduct while on the bus;
 - d. The danger zones surrounding a school bus;
 - e. Procedures for safely boarding and leaving a school bus;
 - f. Procedures for safe vehicle lane crossing; and
 - g. School bus evacuation and other emergency procedures.
2. All students in grades K through six who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the sixth week of school, if they have not received school bus training in grades K through six. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within four weeks of their first day of attendance.
3. The school district must provide students enrolled in grades K through three school bus safety training twice during the school year.

History: Issued as EEAC on 12/03; revised 3/05, rescinds EEACC, EEACC-R, JFCC, JFCC-R; EEAC changed to 709 and revised 12/13;		
Approved by: Board of Education	Clerk's Signature:	Date:

4. Students in grades 9 and 10 must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus.
5. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
6. The school district may provide kindergarten students with school bus safety training before the first day of school.
7. The school district may provide student safety education for bicycling and pedestrian safety for students in grades K through five.
8. The school district shall adopt and make available for public review a curriculum for transportation safety education.
9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. The nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for students on school buses.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.
 1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be distributed to students at the safety training conducted each year. If these rules are broken, the school district's discipline procedures are to be followed. Consequences are progressive and may include suspension of bus privilege. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.
 2. Rules at the Bus Stop
 - a. Get to your bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students.
 - b. Respect the property of others while waiting at your bus stop.
 - c. Keep your arms, legs and belongings to yourself.
 - d. Use appropriate language.
 - e. Stay away from the street, road or highway when waiting for the bus.
 - f. Wait until the bus stops before approaching the bus.

- g. After getting off the bus, move away from the bus.
- h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- i. No fighting, harassment, intimidation or horseplay.
- j. No use of alcohol, tobacco or drugs.

3. Rules on the Bus

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs and belongings to yourself.
- f. No fighting, harassment, intimidation or horseplay.
- g. Do not throw any object.
- h. No eating, drinking or use of tobacco or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the school bus.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extra-curricular events (for example, field trips or competitions) will be at the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

(1) Elementary (K-6)

1st offense – warning

Second offense – 3 school-day suspension from riding the bus

Third offense – 5 school-day suspension from riding the bus

Fourth offense – 10 school-day suspension from riding the bus/meeting with parent

Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

(2) Secondary (7-12)

1st offense – warning

- Second offense – 5 school-day suspension from riding the bus
- Third offense – 10 school-day suspension from riding the bus
- Fourth offense – 20 school-day suspension from riding the bus/meeting with parent
- 5th offense – suspended from riding the bus for the remainder of the school year

Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense.

(3) Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(4) Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that causes an immediate and substantial danger to the student or surrounding persons or property will be provided by the school district to the Department of Public Safety in accordance with state and federal law.

(5) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

(6) Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students.

(7) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, possession or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators;
4. Monitor bus stops, if possible;
5. Have their children to the bus stop five minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license without a school bus endorsement may drive a vehicle with a seating capacity of 10 or fewer persons used as a school bus, but not outwardly equipped or identified as a school bus as set forth in Section VII.B., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "Type A" school bus as set forth in Section VII.C., below.

The district or its contractor shall conduct mandatory drug and alcohol testing of all district bus drivers and bus driver applicants in accordance with state and federal law and district policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. The district or its contractor shall retain on file an annual individual school bus driver "evaluation certification" form for each district driver as contained in the Model School Bus Driver Training Manual.

B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road and local school bus safety policies;

5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the Model School Bus Driver Training Manual.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to district policy, a day care facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.
4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. Bus drivers must park and load school buses at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.
6. A bus driver may not use a mobile device for personal reasons while students are in the vehicle or the vehicle is in motion, whether hand-held or hands free. For purposes of this paragraph, “school bus” has the meaning given in Minn. Stat. § 169.011, Subd. 71. In addition, “school bus” also includes type III vehicles when driven by employees or agents of the school district. “Mobile Device” means a cellular, analog, wireless, or digital device capable of sending or receiving telephone, data, or text messages without an access line for service.

B. Type III Vehicles

Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer’s rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.

Type III vehicles must be painted a color other than national school bus yellow.

Type III vehicles shall be state inspected in accordance with legal requirements.

A Type III vehicle cannot be older than 12 years old unless excepted by state and federal law.

If a Type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The Type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.

A "Type III school bus" and "Type III Head Start bus" must not be outwardly equipped and identified as a Type A, B, C, or D bus.

Eight-lamp warning systems and stop arms must not be installed or used on Type III vehicles.

Type III vehicles must be equipped with mirrors as required by law.

Any Type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any Type III vehicle used to transport students must not load or unload so that a pupil has to cross the road, except where not possible or impractical, then the driver or assistant must escort a pupil across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.

Any Type III vehicle used to transport students must carry emergency equipment including:

Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.

First aid kit and body fluids cleanup kit. A minimum of a ten-unit first aid kit, and a body fluids cleanup kit is required. They must be contained in removable, moisture and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.

A Type III bus must contain at least three red reflectorized triangle road-warning devices. Liquid burning "pot type" flares are not allowed.

Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.

Students will not be regularly transported in private vehicles that are not state inspected as Type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a Type III vehicle. The school district has no system of inspection for private vehicles.

All drivers of Type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a Type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.

C. Type A-II "Activity" Buses Driven by Employees with Class D Driver's License

1. The holder of a Class D driver's license, without a school bus endorsement, may operate a Type A-II school bus under the following conditions:

- a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
- b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
- c. The operator is prohibited from using the eight-light system.
- d. The operator has submitted to a background check and physical examination as required by Minn. Stat. § 171.321, Subd. 2.
- e. The operator has a valid driver's license and has not sustained a conviction of a disqualifying offense as set forth in Minn. Stat. § 171.02, Subd. 2a(b).

The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration's "Guideline for the Safe Transportation of Pre-school Age Children in School Buses" in addition to the training required in Part VI., above.

2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
3. A school bus operated under this section must bear a current certificate of inspection.
4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

VIII. DISTRICT EMERGENCY PROCEDURES

If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.

School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).

School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of pupils with disabilities, assist pupils with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.

Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:

1. The student's name and address;
2. The nature of the student's disabilities;

3. Emergency health care information; and

The names and telephone numbers of the pupil's physician, parents, guardians, or custodians, and some person other than the pupil's parents or custodians who can be contacted in case of an emergency.

IX. DISTRICT VEHICLE MAINTENANCE STANDARDS

- A. School vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspection shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. TRANSPORTATION SAFETY DIRECTOR

The school board has designated an individual to serve as the district's school transportation safety director. The transportation safety director shall have day-to-day responsibility for pupil transportation safety, including transportation of nonpublic school children when provided by the district. The transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the district has verified the validity of the driver's license of each person who transports students for the school district with the National Driver's Register or the Department of Public Safety. The transportation safety director also shall confirm annually to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the transportation safety director are on file in the district office. Any questions regarding student transportation or this policy may be addressed to the transportation safety director.

XI. CONTACTS

Offices that can be contacted regarding the policy.

Office/Department:	Telephone Number
Transportation	952-707-2035

XII. LEGAL REFERENCES

Minn. Stat. § 123B.42 (Textbooks; Individual Instructor or Cooperative Learning Material; Standard Tests)
 Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
 Minn. Stat. § 123B.90 (School Bus Safety Training)
 Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
 Minn. Stat. § 169.01, Subd. 6(5) (Definitions)
 Minn. Stat. § 169.454 (Type III Vehicle Standards)
 Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
 Minn. Stat. § 171.02, Subd 2a (Licenses; Types, Endorsements, Restrictions)
 Minn. Stat. § 171.321 (Qualifications of a School Bus Driver)
 Minn. Rules Part 7470.1000 – 7470.1700 (School Bus Inspection)



Superintendent of Schools

TO: Members, Board of Education
Agenda II.B.8
December 5, 2013

FROM: Superintendent Joe Gothard

DATE: December 5, 2013

RE: Reschedule the Policy Review Committee Meeting

Recommendation: That the Board of Education change the Policy Review Committee meeting scheduled on December 23, 2013, to December 19, 2013, at 5:00 PM at the Campus Cup Café (200 W. Burnsville Parkway, Burnsville, MN 55337).

The Policy Review Committee usually meets on the fourth Monday of the month to discuss board policies. Due to winter break, we are requesting that the meeting be rescheduled.



To: Board of Education

From: Joe Gothard, superintendent

Re: Schedule a closed meeting on December 19, 2013, to discuss issues related to security

Date: December 5, 2013

Recommendation: that the School Board schedules a closed meeting on December 19, 2013, to discuss Issues related to security as permitted by Minnesota State Statute 13D.05 Subd. 3. The closed meeting will follow the regular board meeting that is scheduled to begin at 6:30 p.m. at the Senior Campus, 200 W. Burnsville Parkway, Burnsville, MN, 55337.

Minnesota State Statute 13D.05 Subd. 3 (d) permits school districts to close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

Before closing a meeting under this paragraph, the public body, in describing the subject to be discussed, must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting. A closed meeting must be tape recorded at the expense of the governing body, and the recording must be preserved for at least four years.



Superintendent of Schools

TO: Members, Board of Education
Superintendent Gothard
Agenda II.B.10
December 5, 2013

FROM: Chair Sweep

DATE: December 5, 2013

RE: Appoint an Alternate to the Ad Hoc Technology Committee

Recommendation: That the Board approves appointing Director Luth as an alternate on the Ad Hoc Technology Committee.

The Ad Hoc Technology Committee appointed three board members to the committee during the November 21, 2013, board meeting. The current members of the committee are Chair Sweep, Director Schmid and Director Alt. Director Luth will be an alternate on the committee.



**AGENDA III.A
December 5, 2013**

TO: Members, Board of Education
Superintendent Gothard

FROM: Cindy Amoroso

DATE: December 5, 2013

RE: Inter-District Integration Plan (Report on Multi-Collaborative Council)

Director of Instruction Dr. David Bernard and TLT Coordinator Jen Babiash will update the School Board on the ISD 191 and ISD 194 Collaborative Integration Plan.



Superintendent of Schools

TO: Members, Board of Education
Agenda III.B
December 5, 2013

FROM: Superintendent Joe Gothard

DATE: December 5, 2013

RE: Receive a Report on Community Days

I had the pleasure of meeting with staff, students, parents and community members at Community Days events that were hosted this fall throughout our schools. These days and events gave me the opportunity to tour our schools, learn about our programs, and hear what makes people proud about District 191 and where we can look to improve going forward.

This is the listening and learning phase of my first year with the district. The information that people have been sharing with me has been valuable as I get to know this wonderful school district. The input I've gathered during Community Days and other feedback events will shape future decisions and the direction of the school district as many voices build a powerful community.