



Future Ready. Community Strong.

Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN, 55337

May 11, 2017

6:30 PM

5:30 PM Coskran Award Reception in the Campus Cup

6:00 PM Listening Session with Directors Miller and VandenBoom

I. Call to Order

- A. Welcome Public
- B. Pledge of Allegiance
- C. Future Ready. Community Strong.
 - 1. No Doors Closed Scholarship
 - 2. John Coskran Volunteer Awards

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. Approve Meeting Minutes 3
- 2. Approve Personnel Recommendation 11
- 3. Adopt a Resolution to Accept Donations 12
- 4. Approve, on a Second Reading Basis, Board Policy 546: *Early Admission to Kindergarten* 14
- 5. Rescind, on a Second Reading Basis, Policies JC & JC-R *School Attendance Areas; JEC: Admission Procedures; and KMA: Relations with Parent Organizations* 17
- 6. Approve Scheduling a Regular Board Meeting on Thursday, July 13, 2017 26

III. New Business

- A. Receive a Report on Senior Citizens and Facilities 27
Presenter: Michele Starkey, Burnsville Senior Center Coordinator, and Tom Umhoefer, Director of Community Education
- B. Authorize the Board Chair to Enter into Contract Negotiations with a Potential

Interim Superintendent
Presenter: Abigail Alt, Board Chair

IV. Reports

A. Student Representative

B. Superintendent

1. Report on April 27, 2017 Listening Session

C. Board Members

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

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 April 27, 2017

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

Call to Order

Members present: Directors Schmid, Currier, Luth, Miller, Schatz, and Chair Alt. VandenBoom and Green were absent. Others in attendance were Superintendent Gothard, administrators, staff, and members of the public.

Attendance

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

Pledge of Allegiance

Public recognition was given to a One91 Community of Excellence Award Recipient and the Burnsville Education Association (BEA) Professional Development Night.

Public Recognition

Moved by Schatz, seconded by Currier, to approve the agenda. Motion carried unanimously (5, 0).

Agenda

Moved by Schmid, seconded by Schatz, to approve the consent agenda:

Consent Agenda

-Approve minutes of the regular board meeting on April 13, 2017.

Minutes

-Approve personnel recommendations for J. Welke, T. Ebenhoh, A. Pohl, E. Illescas Gomez, J. Lepper, T. Oberlander, A. Ridgley, E. Akervik, T. Nelson, K. Peterson, E. Ontiveros, L. Alvarado, R. Pikal, S. Erbes, M. Raheemi, A. Barney, K. Emerson, K. Souvannavong, O. Ramirez, S. Stickle, B. Dile, K. Lopez, C. Schroeder, V. Varpness, and N. Pester.

Personnel

Recommendations

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

Donations

-Approve March payroll checks numbered 718718-718739 and direct deposit notices numbered 638989-642018, in the net amount of \$3,882,308.77. March & April claims to date represented by checks numbered 451856-452331, 1017577-1017738, and 101911-101942 and wire transfers and adjustments totaling \$8,914,694.12. Also, that the Board accepts March receipts of \$13,395,110.32 and investments for the General Fund, 2012A Alt Facilities, 2015A School Building Bonds and OPEB of \$45,558,949.91 as of March 31, 2017.

Checks, Deposits,
 Receipts and
 Investments

-Accept the Budget Analysis for the month ending March 31, 2017.

Budget Analysis

-Approve, on a second reading basis, changes to Policies 502: *Search of Students Lockers, Desks, Personal Possessions, and Student's Person*; 203.6: *Consent Agenda*; and 206: *Public Participation in Board Deliberations*.

Board Policies

-Approve the review of Board Policy 904: *Distribution of Materials on School District Property by Nonschool Persons*.

-Approve change Orders #238 and #239 for the 2015 Additions and

Change Orders

Alterations to Burnsville High School.
Motion carried unanimously (5, 0).

Receive a report on the Reimagine Minnesota Student Reflection from Veronica Ramos and Dominic Good Buffalo, Cultural Liaisons, and the Burnsville Youth for Cultural Awareness (a Community Ed. program).

Reimagine MN
Student Reflection

Receive a report on Adult Basic Education (ABE) from Tammi Bernard, Manager of Adult Basic Education.

Adult Basic
Education

Luth arrived at 7:01 p.m.

Receive a report on Culturally Proficient School System (CPSS) Progress from Dr. Stacie Stanley, Director of Curriculum, Instruction, and Support Services, Chris Bellmont, Principal, and Gideon Pond CPSS Teacher Leaders.

Culturally
Proficient School
System

Moved by Schmid, seconded by Schatz, to adopt the following resolution. BE IT RESOLVED, by the Board of Education of School District 191, that the teaching contracts of the following long-term substitute teachers be terminated at the close of the 2016 - 2017 school year: R. Brace, D. Brandon, S. Breun, N. Cochran, B. Daniele-Van Slyke, C. Dorigan-Slette, T. Ebenhoh, S. Erickson, G. Geesman, R. Hashi, A. Iverson, C. Monson, S. Mohamud, N. Mosher, K. Nelson, E. Ontiveros, J. Pettes, K. Reagan, E. Rocznik, E. Sarmento, D. Shuman, M. Smith, M. Topic, K. Torralba, and J. Warner. BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of his/her contract as provided by law. Motion carried unanimously after discussion (6, 0).

Termination of
Long-term
Substitute Teacher
Contracts

Moved by Currier, seconded by Luth, to adopt the following resolution. BE IT RESOLVED, by the Board of Education of Independent School District 191 that the portion of teaching contracts of staff in excess of 1.0 and/or contractual rights be terminated at the close of the 2016 – 2017 school year for the following teachers: H. Alvey (.2 FTE), J. Amundson (.03 FTE), J. Anderson (.03 FTE), L. Anderson (.023 FTE), B. Andrews (.03 FTE), N. Armstrong (.0314 and .019 FTE); B. Asfeld (.1 FTE), L. Baggot (.019 FTE), C. Barnes (.019 FTE), B. Barr (.0181 FTE), S. Baumbauer (.0131 and .008 FTE), K. Beaulieu (.006 FTE), J. Beenken (.006 FTE), R. Benson (.0395 FTE), B. Bien (.006 FTE), C. Brett (.03 FTE), C. Brinkman (.038 FTE), A. Buchman (.061 FTE), R. Cesaro-Moxley (.04 FTE), D. Cloutier (.0085 FTE), M. Day (.065 FTE), J. Graff (.023, .1 and .1 FTE), H. Grover (.0378 FTE), N. Harves (.015 FTE), L. Henke (.1 FTE), W. Hirschey (.038 FTE), C. Charles Johnson (.065), A. Kaso (.0095 FTE), J. Kennedy (.03 FTE), L. King (.065 FTE), S. Kraft (.0586 FTE), J. Lautigar-Beutz (.023 FTE), M. Limberg (.038 FTE), M. Lindell (.038 FTE), K. Logan (.038 FTE), J. Mayasich (.05 FTE), J. McDermott-Baty (.015 FTE), A. McLaughlin (.0111 FTE), A. Mickelson (.011 FTE), A. Michica (.0143 FTE), P. Mosey (.065

Termination of
Teaching
Contracts in
Excess of 1.0

FTE), K. Niffenegger (.023 FTE), K. Oscarson (.0322 FTE), B. Peltier (.065 FTE), M. Persons (.0154 FTE), L. Petsinger (.0091 and .13 FTE), K Quirk, (.1 FTE), A. Ridgley (.019 FTE), E. Robb (.046 FTE), V. Roble (.1793 FTE), A Scheit (.038 FTE), C. Schlicting (.038 FTE), T. Simon (.038 FTE), A. Strader (.036 FTE), N. Theis (.033 FTE), M. Thom (.1 FTE), B. Wardell (.03 FTE), D. Weinberg (.068 FTE), N. Wolf (.2 FTE) and S. Woodcock (.015 FTE). BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of his/her contract as provided by law. Motion carried unanimously (6, 0).

Moved by Schmid, seconded by Luth, to adopt the following resolution. BE IT RESOLVED, by the Board of Education of Independent School District 191, pursuant to Minnesota Statute § 122A.40 that the teaching contracts of the following licensed probationary teachers in Independent School District 191 be terminated at the end of the 2016 – 2017 school year: L. Scott, BHS, 1.0 FTE; D. Niemann, BHS, 1.0 FTE; D. Schmidt, BHS, 1.0 FTE; M. Rogers, BHS, 1.0 FTE; E. Spafford, BHS, 1.0 FTE; A. Werner-Dempsey, BHS .2 FTE; G. Griggs, BHS, 1.0 FTE; H. Grover, BHS/MMS, 1.0 FTE; A. Madigan DEC-ECFE, .7 FTE; E. Illescas Gomez, EN/SO, 1.0 FTE; J. Prokop, ERMS, 1.0 FTE; K. Sayers, ERMS, .17 FTE; A. Young, ERMS, .5 FTE; K. Decker, ERMS, .5 FTE; B. Mosser, ERMS, 1.0 FTE; E. Grove, GP, 1.0 FTE; J. Spanton, HV, 1.0 FTE; M. Springer, HV, .88235 FTE; M. Siegal, MMS, 1.0 FTE; A. Mickelson, MMS, .8 FTE, L. Anderson, NMS, .7 FTE; K. Christensen, NMS, 1.0 FTE, B. Coyle, NMS, 1.0 FTE; A. Strader, NMS, .59 FTE; L. Petsinger, NMS, .75 FTE; A. Baysah, Rahn, 1.0 FTE; S. O'Reilly, SO, 1.0 FTE, S. Pettinger, SO, 1.0 FTE; J. Wade, ST, 1.0 FTE; E. Schauer, ST, 1.0 FTE; T. Simon, ST, 1.0 FTE; K. Kramer, VV, 1.0 FTE; C. Barnanauckas, WB, 1.0 FTE; and A. Mishica, WB, .7 FTE. BE IT FURTHER RESOLVED, that written notice is sent to said teachers regarding termination and nonrenewal of his/her contract as provided by law. A roll call vote was taken and the motion carried unanimously (6, 0 with Schmid, Currier, Alt, Schatz, Luth, and Miller voting in favor and none against.)

Moved by Schatz, seconded by Currier, to approve a contract with Trane U.S Inc. dba Trane in the amount \$599,062.00 for the replacement of 5 Direct Expansion Condensing Cooling Units at Hidden Valley Elementary. Motion carried unanimously after discussion (6, 0).

Moved by Luth, seconded by Schmid, to approve, on a first reading basis, Board Policy 546: *Early Admission to Kindergarten*. Motion carried unanimously (6, 0).

Moved by Miller, seconded by Currier, to rescind Policies JC & JC-R: *Student Attendance Areas*; *JEC: Admission Procedures*; and *KMA Relations with Parent Organizations*. Motion carried unanimously (6, 0).

Termination of
Licensed
Probationary
Teachers

Contract with
Trane

Board Policies

Received verbal reports from Schmid on behalf of the Technology Committee and Policy Review Committee; Schmid on behalf of the Policy Review Committee; Currier on behalf of the Student Performance and Achievement Committee, Luth on behalf of the Negotiating Committee; and Currier on behalf of 917.

Reports

Currier reported on AMSD, Burnsville Hall of Fame, and Alt on Burnsville Chamber of Commerce.

Moved by Luth, seconded by Schatz, to adjourn at 8:12 p.m. to a Board workshop regarding 2016 Minnesota Student Survey Data followed by a closed session, as permitted by Minnesota Statute §13D.03, to discuss negotiation strategies. Motion carried unanimously (6, 0).

Adjourn to Workshop

The workshop began at 8:22 p.m. The purpose of the workshop was 2016 Minnesota Student Survey Data and meeting student needs. The workshop adjourned at 9:45 p.m. to a closed session to discuss negotiation strategies.

Workshop

May 11, 2017

Jim Schmid, clerk

Date Approved

Closed Session Minutes
INDEPENDENT SCHOOL DISTRICT 191
April 27, 2017

The closed session, following the board workshop, was called to order by Chair Alt at 9:51 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Members present: Directors Luth, Schmid, Currier, Schatz, Miller and Chair Alt. VandenBoom was absent.

Attendance

Others in Attendance: J. Gothard, superintendent; L. Rider, executive director of business services; S. Sovine, executive director of human resources; and J. Kenney, executive assistant.

The meeting closed, as permitted by Minnesota Statutes 13D.03, to discuss ISD 191's labor negotiation strategies with the Burnsville Education Association.

Purpose

The meeting adjourned at 10:24 p.m.

Adjourn

Jim Schmid, clerk

Date Approved

Special Board Meeting Minutes
INDEPENDENT SCHOOL DISTRICT 191
May 3, 2017

The special board meeting was called to order by Chair Alt at 7:00 a.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

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

Attendance

Chair Alt asked Miller to lead the Pledge of Allegiance.

Pledge

Moved by Miller, seconded by Luth, to approve the agenda. Motion carried unanimously (6, 0).

Agenda

Moved by Currier, seconded by Schmid, to accept the letter of resignation from Superintendent Joe Gothard and approve the termination of his contract with Independent School District 191 following the completion of his final duty day on Friday, June 30, 2017. Furthermore, the Board of Education authorize the board chair to submit a recommendation for a candidate for the interim superintendent position at the next regular board meeting.

Letter of Resignation and Authorize Board Chair to submit recommendation for Interim Sup't

Moved by Schmid, seconded by VandenBoom, to divide the motion. Motion carried unanimously (6, 0).

Divide Motion

Moved by Schmid, seconded by Miller, to accept the letter of resignation from Superintendent Joe Gothard and approve the termination of his contract with Independent School District 191 following the completion of his final duty day on Friday, June 30, 2017.

Letter of Resignation

Schatz arrived at 7:06 a.m.

Moved by VandenBoom, seconded by Schmid, to amend the motion by modifying the final duty day to Wednesday, May 31, 2017. (Luth noted for the record that the superintendent contract calls for a 150 day notice and that shortening the transition time from 60 to 30 days does not benefit the district.) Motion to amend the main motion failed after discussion (2, 5 with Schmid and VandenBoom voting in favor and Currier, Alt, Schatz, Luth, and Miller voting against).

Amend the Motion

Main motion carried after discussion (5, 2 with Currier, Alt, Schatz, Luth, and Miller voting in favor and Schmid and VandenBoom voting against).

Moved by Vandenboom, seconded by Schatz, to authorize the board chair to submit a recommendation for a candidate for the interim superintendent position at the next regular board meeting. Motion carried unanimously after discussion (7, 0).

Authorize Board Chair to submit recommendation for Interim Sup't

Currier thanked Alt for the time she spent preparing for the Special Board meeting.

Comments

Schmid recognized Gothard for being selected from a national pool of candidates for St. Paul Public Schools.

Moved by Schmid, seconded by Miller, to adjourn at 7:37 a.m. Motion carried unanimously (7, 0).

Adjourn

Jim Schmid, clerk

Date Approved

Closed Session Minutes
INDEPENDENT SCHOOL DISTRICT 191
May 4, 2017

The Board meeting was called to order by Chair Alt at 4:31 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.

Call to Order

Members present: Directors Luth, Schmid, Currier, Schatz, Miller, VandenBoom and Chair Alt. Gothard was absent.

Attendance

Others in Attendance: L. Rider, executive director of business services; S. Sovine, executive director of human resources; and J. Kenney, executive assistant.

Miller arrived at 4:33 p.m.

The meeting closed, as permitted by Minnesota Statutes 13D.03, to discuss ISD 191's labor negotiation strategies with the Burnsville Education Association.

Purpose

The meeting adjourned at 5:49 p.m.

Adjourn

Jim Schmid, clerk

Date Approved

May 11, 2017

**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: May 11, 2017 FINAL

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	FTE	EFFECTIVE DATE
Certified	Resignation		Anne Condon		Vista View Elementary School	Teacher	1.0 FTE	6/9/2017
Certified	Resignation		Katherine LeMire		ECSE Center	Teacher - Psychologist	1.0 FTE	6/9/2017
Certified	Resignation		Brittnee Anderson	*	Eagle Ridge Middle School	Teacher	1.0 FTE	6/9/2017
Certified	Retirement		David Weinberg		Burnsville High School	Teacher	.01 FTE	6/7/2017
Certified	Leave of Absence		Mindi Limberg	* Revis	Nicollett Middle School	Teacher	.50 FTE	2017/2018 School Year
Certified	Recall		Melissa Springer	*	District-wide	Teacher	1.0 FTE	5/8/2017
Classified	Change of Assignment		Kelsey Beerling		Diamondhead Education Center	CE Progarm Supervisor	6-8 hrs/day	7/1/2017
Classified	Resignation		Maryan Ali		Hidden Valley Elementary	EA Level III	5.5 hrs/day	6/8/2017
Classified	Resignation		Tammi Bernard		Diamondhead Education Center	CE ABE Coordinator	8 hrs/day	6/30/2017
Classified	Retirement		Catherine Schallenberg	*	Eagle Ridge Middle School	Custodian	8 hrs/day	7/31/2017
Classified	Retirement		Claire Short	*	Sky Oaks Elementary School	EA Level IV	7.25 hrs/day	6/8/2017
Co-Curricular/Coach	Appointment	Replacement	Maurice Hodges	*	Burnsville High School	Head Girls Basketball Coach		Winter Season 2018

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**Agenda II.B.3.
May 11, 2017**

To: Members, Board of Education
Dr. Joe Gothard, Superintendent

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

Date: May 5, 2017

Re: Donations

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

RESOLUTION TO ACCEPT DONATIONS

WHEREAS,

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

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

Moved by: _____

Seconded by: _____

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on May 11, 2017.

Jim Schmid
Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
4/20/2017	Sheryl and Michael Burkhardt	BrainPower in a BackPack	Cash donation	\$50.00
4/20/2017	Marion W. Savage Parent Teacher Organization	BrainPower in a BackPack	Cash donation	\$1,000.00
4/25/2017	Refuge Friends, Inc.	Vista View Elementary	To expose and educate students about the great outdoors	paid for bus transportation for all of the students
4/26/2017	Kevin Ly	Eagle Ridge Middle School	General	\$100.00
3/3/2017	Mackin	District 191	Books for Class Acts basket raffle	20 new hardcover books for K-12 readers

Total monetary contributions to accept: **\$1150.00**



**Agenda II.B.4.
May 11, 2017**

To: Board of Education
From: Dr. Joe Gothard, Superintendent
Date: May 5, 2017
Re: Approve Second Reading of Board Policy 546: *Early Admission to Kindergarten*

Recommendation: That the Board of Education approves, on a second reading basis, Board Policy 546: *Early Admission to Kindergarten*.

The Policy Review Committee met on April 18 to review Board Policy 546: *Early Admission to Kindergarten*. The Board of Education approved the first reading on April 27, 2017. This is a new policy for our school district.

Adopted: 5/11/2017
Reviewed: 4/27/2017
Revised:
Rescinds:

546 EARLY ADMISSION TO KINDERGARTEN

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents, and students regarding early admission to kindergarten. Minnesota state law provides for children to begin kindergarten if they reach the age of five on or before September 1 of the school year. This policy is in compliance with Minn. Stat. §§ 124D.02 and 120B.15.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that every Minnesota child is entitled to an appropriate and challenging education. Minn. Stat. § 124D.02 subdivision 1 permits early admission to kindergarten if a board-adopted early admissions policy describes the process and procedures for comprehensive evaluation in cognitive, social, and emotional developmental domains to help the child's ability to meet kindergarten grade expectations and progress to first grade the subsequent year. The comprehensive evaluation must be a valid and reliable instrument, be aligned with the state kindergarten expectations, and include a parent report and teacher observations of the child's knowledge, skills, and abilities.

III. DEFINITION

Early Admission to Kindergarten: Early entrance is the practice of admitting a student to kindergarten who has not yet reached 5 years old by September 1. The purpose is to provide access to appropriately challenging learning opportunities.

IV. EARLY ADMISSION PROCESS

- A. Early entrance to kindergarten should be based upon the premise that each student shall be challenged and supported in the most appropriate placement for learning.

To be eligible for kindergarten, a child must be five (5) years old on or before midnight of September 1st of the current school year. There is an exception to this regulation for children born during the month of September and in extremely rare cases, October. The school has a special testing and interview program to determine exceptions to this regulation. Review and/or revision of the testing program will occur at the discretion of district administration. Parents who are interested are advised to contact the principal in their attendance area. Parents requesting special testing will be assessed fees for this service.

- B. Students who enroll for 1st grade in Independent School District 191, after completing kindergarten outside of Independent School District 191, prior to their legal eligibility, may be subject to the Independent School District 191 early entrance procedure and qualifying criteria to determine placement.
- C. The process, timeline and application form is available at www.isd191.org or contact the ISD 191 enrollment office.

V. DECISIONS FINAL

A parent or legal guardian of the referred child may appeal in writing the decision of District team to the Superintendent within fifteen (15) days after being notified of the committee's decision. The Superintendent shall review the appeal and notify the parent or legal guardian who filed the appeal of the final decision within fifteen (15) days of receiving the appeal. The Superintendent's decision shall be final.

Legal References: Minn. Stat. § 124D.02 School Board Powers; Enrollment
Minn. Stat. § 120B.15 Gifted and Talented Students Programs

Cross References: Form 546



Future Ready. Community Strong.

**Agenda II.B.5.
May 11, 2017**

To: Board of Education

From: Dr. Joe Gothard, Superintendent

Date: May 5, 2017

Re: Approve, on a Second Reading Basis, Rescinding Policies JC & JC-R: *Student Attendance Areas*; JEC: *Admission Procedures*; and KMA: *Relations with Parent Organizations*

Recommendation: That the Board of Education rescinds Policies JC & JC-R: *Student Attendance Areas*; JEC: *Admission Procedures*; and KMA *Relations with Parent Organizations*.

The Policy Review Committee reviewed the policies on April 18, 2017 and recommend rescinding the policies because they are out-of-date and procedural. MSBA also recommended that the policies be rescinded. These policies are the last of the lettered policies to be rescinded or replaced. The board approved the first reading to rescind the policies on April 27, 2017.

Descriptor Term: **School Attendance Areas**

Descriptor Code: **JC**

Issued Date: **1/86**

Reviewed Date:

Revised Date:

Rescinds:

Attendance areas for the elementary and junior high schools shall be proposed by administration and approved by the Board.

Attendance area boundaries shall take into account school capacity and transportation.

Students shall attend the school in the attendance area in which they live unless a variance is granted by administration. Such variance shall be on an annual basis.

Descriptor Term: **School Attendance Areas**

Descriptor Code: **JC-R**

Issued Date: **1/86**

Reviewed Date:

Revised Date:

Rescinds:

Students may be permitted to attend a school in an attendance area other than that of the residence. Requests for variances may be considered and approved only when it is advantageous to the District in balancing class size in the building affected.

Permission may be granted in instances where a parent/guardian has arranged for childcare services in an attendance area other than that of residence.

When such variance is granted, the child care provision shall be considered the pro-tem residence, and the parent/guardian shall be responsible for transportation, if needed, to and from the pro-tem residence.

Permission may be granted in instances where a parent/guardian or District staff provides documentation in the form of competent professional diagnosis that demonstrates reassignment is necessary in the treatment of the student.

When such variance is granted the parent/guardian is responsible for any transportation needed to get the student to and from the school.

All variances require a written request to the Assistant Superintendent of Schools on an annual basis. If granted, they will not take effect until all appropriate parties are notified, in writing, by that office.

Descriptor Term: **Admission Procedures**

Descriptor Code: **JEC**

Issued Date: **6/08**

Reviewed Date:

Revised Date: **6/09**

Rescinds:

Resident Student

Admission to the schools within the District shall be free to any person who resides within the District, who is under 21 years of age and who satisfies the minimum age requirements set forth in Minnesota Statutes, Regulations and School District policies and regulations.

The district of residence refers to the student's residence and not that of the parent(s) or guardian(s).

If the presence of a child in the District is for the purpose of receiving personal care, attention, supervision, and nurture, as is usually provided in a home, such child becomes a resident of the District and is entitled to free education.

The designation by parents of friends or relatives as agents of the parents for all school matters while the child resides with the friends or relatives will not establish residence for the child if the majority of decision-making and emotional and financial support is still being provided by the parents.

The parent or guardian of a resident student who wishes to attend school outside the District shall notify this District in writing of their intention to transfer and secure the approval of the receiving district.

Entrance Age

A child may be admitted to kindergarten in School District 191 if the fifth birthday is on or before September 1.

Verification of Age

If a parent/guardian does not comply with the policy requirement, the building principal will notify the parent/guardian in writing that a birth certificate or other satisfactory evidence must be submitted in order that the child remains in school.

Reasonable length of time to secure the birth certificate or other satisfactory evidence will be afforded the parent/guardian.

Immunization

All students enrolled in District 191 schools are required to show proof of immunizations or appropriate documentation exempting the student from such immunizations according to State law. If a student has not received the immunizations or provided documentation of exemption required by State law, the student will not be permitted to attend school until all such requirements have been met.

Legal Reference.: Minn. Stat. § 123.35, Subd. 14
 Minn. Stat. § 123.39, Subd. 4,5
 Minn. Stat. § 120.06

Early Admissions - Kindergarten

Initial admission to kindergarten shall be solely on the basis of chronological age, except in special cases. The goal of this policy is to give consideration for early entrance to children who have missed the birth date cut-off by two months or less (September 2 through October 31) and who demonstrate superior potential readiness in intellectual, social, emotional and physical areas.

In cases where parents request early admission to kindergarten, the procedures in Policy JECA, JECA-R will be followed.

Early Admission - First Grade

A child reaching the age of six on or before September 1 of the school year shall be eligible for first grade. Children reaching the age of six after that date will not be eligible for first grade until the following September.

Exceptions to this rule are children who apply for admission after completing a full year's work in either a public school kindergarten outside of the District or a nonpublic kindergarten recognized as meeting the same qualifications as the public school kindergartens.

The child shall be placed in the first grade for observation by the classroom teacher, school psychologist, and the building principal. After these observations have been completed, the principal shall determine the final grade placement.

A five-year-old child, who has not attended kindergarten, with intellectual, physical and emotional readiness indicators that suggest early first grade entrance may be in the best educational interest of the child will follow the procedure for early kindergarten entrance. However, a District psychologist will do the evaluation.

Other Grades and Transfers

Admission of children to all other grades shall involve a consideration of both chronological age and the readiness of the children to do the work required.

A child being considered for admission or transfer based on prior schooling outside of the District will be placed initially in the grade their age and grade level placement elsewhere indicated, unless there are extenuating circumstances. This placement will be made with parent involvement and consultation. Observations will be conducted by classroom teachers, guidance personnel, and the school principal. After these observations have been completed, the principal will determine the final grade placement of the child.

Nonresident Agreement

The District will consider admittance of nonresident students upon application by the student's parent or guardian to the Superintendent or his designee on Nonresident Student Attendance Agreement forms.

The District will admit nonresident students where the parent or guardian has received the approval of the school boards of both the resident and nonresident district on Form ED-01564-05. This approval shall be for the current school year only and must be renewed annually.

The District may provide for the admission of nonresident students and students above school age to the schools of the District and fix the rates of tuition for such pupil. In those cases where the parent of a child has purchased a home or has made a tangible contract for rental in the Burnsville-Eagan-Savage School District, such child may be admitted to the Burnsville Schools, provided the parent or guardian meets the requirements as specified in District policy.

Students whose parents move out of the District may be allowed to continue their education in this school system provided the student(s) meet the residence requirement.

The parent is fully responsible for all transportation to and from school while the student's residency is outside District 191.

Applications on behalf of nonresident students shall be submitted to the Office of Planning and Information Systems. This office will contact the appropriate receiving school principal or designee who may interview the student and/or parent making application and recommend acceptance or denial. The Office of Planning and Information Systems will notify the resident district of this District's decision.

Applications on behalf of nonresident students must indicate if the student is receiving any special services in his or her district of residence.

Parents or guardians and the respective student shall furnish the receiving school principal or designee a copy of the current school program of the student including an Individual Education Plan (I.E.P.), and any other pertinent information that the principal may request prior to the interview.

Tuition costs for nonresident students shall be determined in accordance with the Manual of Instruction for Uniform Financial Accounting for Minnesota Schools, Chapter IX.

Enrollment Options Programs

Minnesota Statute provides all state residents with the opportunity of participating in numerous enrollment options programs. Enrollment options programs include Open Enrollment, High School Graduation Incentives, Diploma Opportunities for Adults 21 and Over, Area Learning Centers, Public and Private Alternative Programs and Educating Programs for Pregnant Minors and Minor Parents.

It is the responsibility of the Director of Planning and Information Services to inform all District residents of the enrollment options programs. Administration will assist any student/family seeking further information or desiring to participate in any enrollment option program.

Legal References:

Minn. Stat. § 120.062

Minn. Stat. § 123.3514

Descriptor Term: **Relations with Parent Organizations**

Descriptor Code: **KMA**

Issued Date: **6/86**

Reviewed Date:

Revised Date: **8/06**

Rescinds:

Each school shall have a Parent Teacher Organization for the purposes of maintaining a close working relationship between staff and parents, creating an atmosphere of partnership, promoting citizen involvement in the life of the school, enhancing the educational program, and encouraging two-way communication.

Each Parent teacher Organization shall be open to all interested residents and school personnel.

Descriptor Term: **Relations with Parent Organizations**

Descriptor Code: **KMA-R**

Issued Date: **8/85**

Reviewed Date:

Revised Date: **8/06**

Rescinds:

Responsibilities

Interested parents, teachers, and the building principal shall work together to establish and operate a Parent-Teacher Organization in each elementary school.

Operating procedures shall be available in each principal's office.

Functions

The following functions are appropriate to meet the purposes outlined in Policy:

To recruit active members and encourage participation.

To plan and conduct special events and activities.

To raise funds for purchase of needed school equipment or to enhance the educational program.

To foster two-way communication through the following kinds of objectives:

Becoming informed about schools and communicating accurate information to the total citizenry.

Providing broad systematic input to the principal's office regarding various aspects of the school: operations, programs, and communications.

Responding to individual parent concerns.

Conducting community surveys.

Producing and distributing newsletters.

Arranging for speakers on topics of interest.

Membership

All parents and teachers in a school attendance area shall be considered members of the Parent-Teacher Organization and shall be encouraged to participate in its functions.

Other citizens and employees of the District are also welcome to participate.

Operating procedures shall include a plan for providing leadership to carry out the functions of the Parent-Teacher Organization through appropriate boards, committees, or elective offices.

Leadership shall reflect the following characteristics: voluntary service, commitment to attend meetings and active involvement.

PTO boards, committees or elective offices shall be representative of the school attendance area by neighborhood, grade level or other appropriate means.

Schedule

There shall be at least five (5) meetings per year.

Agenda items shall reflect both citizen and school personnel concerns.



**Agenda II.B.6.
May 11, 2017**

To: Board of Education, Members

From: Abigail Alt, Chair

Date: May 5, 2017

Re: Approve Scheduling a Regular Board Meeting on July 13, 2017

Recommendation: that the Board of Education approves scheduling a regular Board meeting on Thursday, July 13 at 6:30 p.m. at the Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.



Future Ready. Community Strong.

**Agenda III.A.
May 11, 2017**

To: Board of Education
Dr. Joe Gothard, Superintendent

From: Michele Starkey, Burnsville Senior Center Coordinator, and Tom Umhoefer, Director of Community Education

Date: May 5, 2017

Re: Receive a Report on Senior Citizens and Facilities

Receive a report on Senior Citizens and Facilities from Michele Starkey, Burnsville Senior Center Coordinator, and Tom Umhoefer, Director of Community Education.



ONE91
Burnsville · Eagan · Savage



Facilities Report

Future Ready. Community Strong.

Who uses One91 facilities...

Over 400 user groups listed on our facilities schedule:

They include: colleges/universities, homeowners associations, boy/girl scouts, local athletic associations, neighboring cities, churches, Fire and Police departments, Boosters, local non-profits, theaters, garden clubs and many more.

What spaces are rented...

The most commonly rented space is a gym or cafeteria.

We rent our kitchens, classrooms, pools, outdoor fields and even our parking lots.

Rentals...

ISD 191 Policy 902 Facilities Addendum A: Rental Fee Schedule 2016-17

Class A: School and school- sponsored activities, such as athletics, concerts and school productions, activities sponsored by Community Education or school organizations such as parent-teacher groups and booster groups; governmental units conducting regular business; and students meeting under the Equal Access Act.

Class B: Community or non-profit groups composed primarily of District 191 residents and organized to promote civic, education, charitable or recreational activities for youth.

Class C: Community or non-profit groups composed primarily of District 191 residents and organized to promote civic, educational, faith-based, charitable or recreational activities for adults.

Class D: Groups, private agencies, companies or vendors that use district facilities for commercial purposes or profit.

Rental process...

Facilities requests:

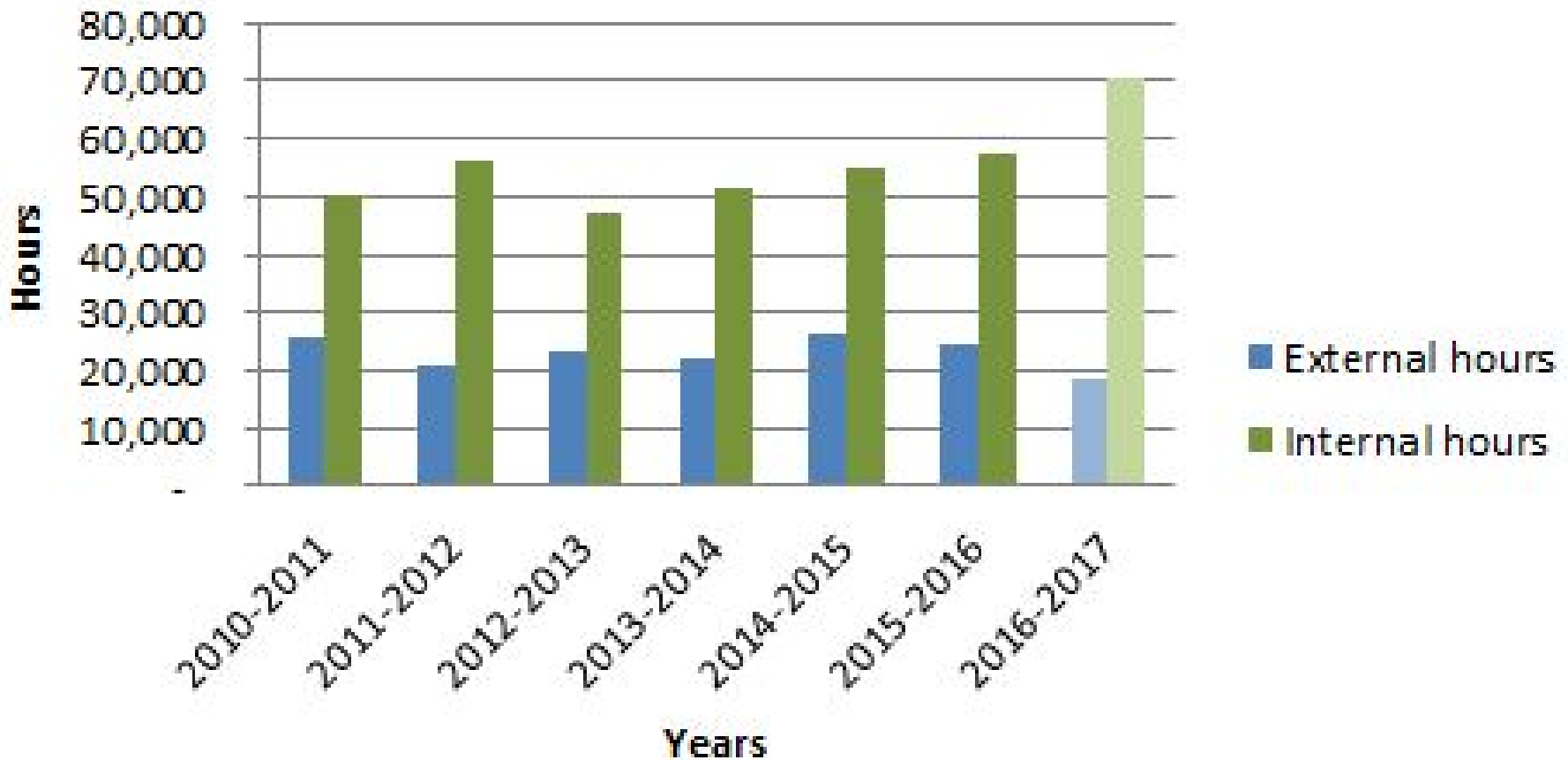
- Online - fill out an online form and submit
- Permits are required for all rentals
- Proof of insurance is required
- Custodial / other personnel costs are calculated into each permit
- Provisions are made to require additional personnel support in the event of large groups if necessary

Rental Process

The rental process requires a lot of “coordination” along the way.



Facility Usage - Rentals



Activity Center

The Activity Center is an exciting opportunity for us. During school Year 2016-2017 our priority was to meet the needs of our students first as we began to use this new facility.

The addition of 9th grade and additional activity offerings have given us the direction on how best to utilize this space during school hours, after hours, weekends and the summer. We are excited to begin offering the opportunity for our public to join us beginning very soon.

Any questions...