



Future Ready. Community Strong.

Regular Meeting Agenda

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

March 14, 2019

6:30 PM

5:45 PM Board Listening Session with Directors DeeDee Currier and Darcy Schatz.

- I. Call to Order
 - A. Welcome Public
 - B. Pledge of Allegiance
- II. Approval of Agenda
- III. Information
 - A. Rahn Elementary Principal Overview 3
Presenter: Brad Robb, Principal
 - B. Report on FY20 Final Budget Adjustments 16
Presenter: Lisa Rider, Executive Director of Business Services
 - C. Student Representative 24
 - D. Superintendent 25
 - E. Board Members 26
- IV. Business Meeting
 - A. Consent Agenda
Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.
 - 1. Approve Meeting Minutes 27
 - 2. Approve Personnel Recommendations 30
 - 3. Adopt a Resolution to Accept Donations 31
 - 4. Report on Listening Session 33
 - B. New Business
 - 1. Approve Reduction in Board Stipends of \$100 Less per Month per Board Member 34
Presenter: Abigail Alt, Board Chair
 - 2. Approve Seasonal, Casual and Temporary Employee Rates of Pay 35
Presenter: Stacey Sovine, Executive Director of Human Resources
 - 3. Approve, on a First Reading Basis, Changes to Policies 699: *Teaching* 37

About Controversial Issues; 621: Educational Research; and 624: Online Learning

Presenter: Brian Gersich, Assistant Superintendent

4. Approve, on a First Reading Basis, Rescinding Policy 629: *Alternative Instruction* 48

Presenter: Brian Gersich, Assistant Superintendent

V. Adjourn



**Agenda III.A.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Principal Brad Robb

Date: March 7, 2019

Re: Rahn Elementary Principal Overview

Receive a Rahn Elementary Principal Overview from Principal Brad Robb.



one91
Burnsville · Eagan · Savage



***Rahn Elementary School of
Arts & Technology***
March 14, 2019
School Board Report

Future Ready. Community Strong.

Demographics

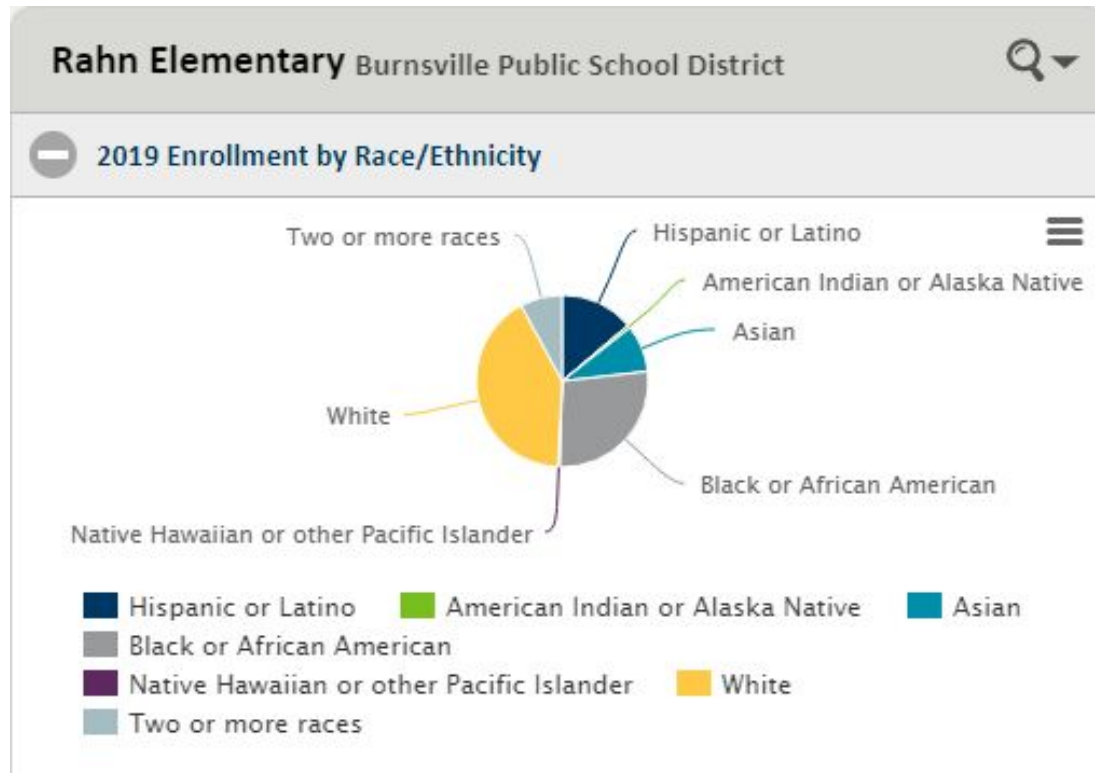
Ethnicity

Students

Asian	9%
American Indian	2 students
Black Students	27%
Hispanic	14%
White Students	41%
Two or More Races	8%

Staff

White	94.6%
Asian	5.1%
Black	0
Hispanic	0
American Indian	0
Two or More Races	0



From MN Dep't of Education:
education.state.mn.us

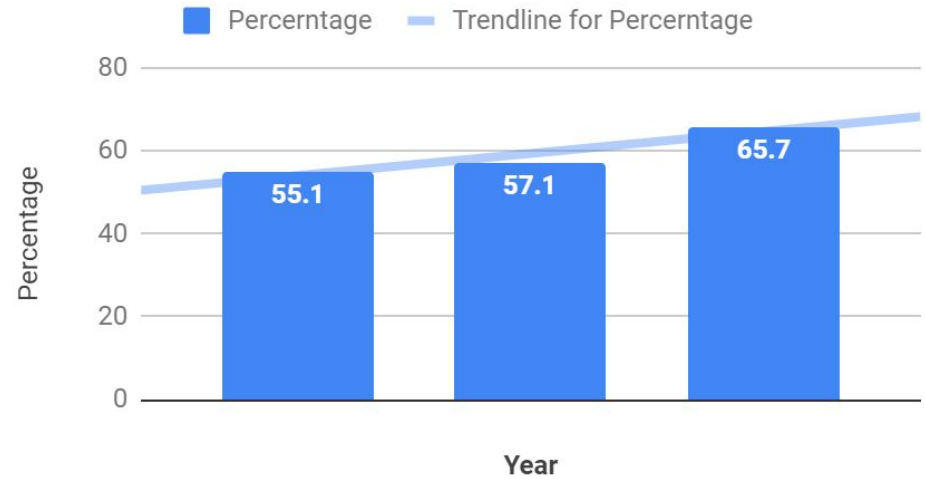
Site Improvement Goals

- The percentage of all students enrolled in grades 3-5 at Rahn Elementary School of Arts & Technology for at least half a school year who are proficient on the Reading tests (MCA and MTAS) will increase from 55.2% in 2018 to 58.2% in 2019.
- The percentage of EL students enrolled in grades 1-5 at Rahn Elementary School of Arts & Technology will achieve their growth target from the Spring of 2018 to the Spring of 2019 increase to 50% from 41% of the previous year in Reading.

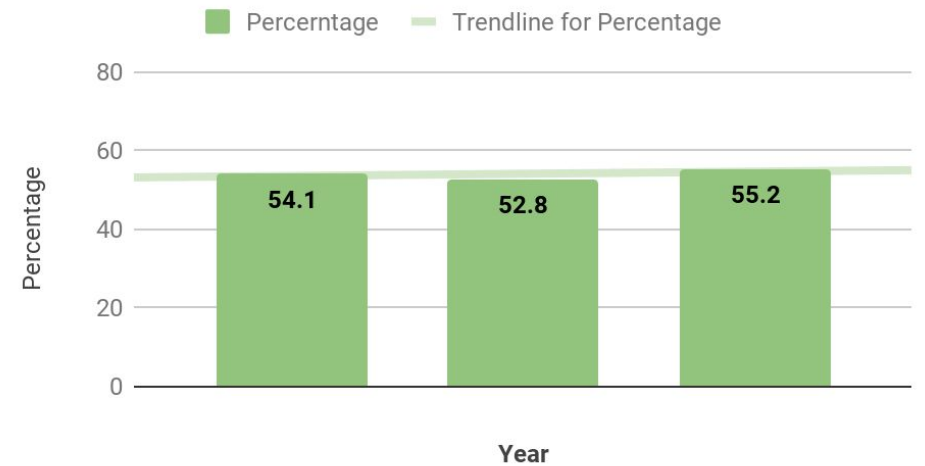


Data Trends

Math Proficiency



Reading Proficiency



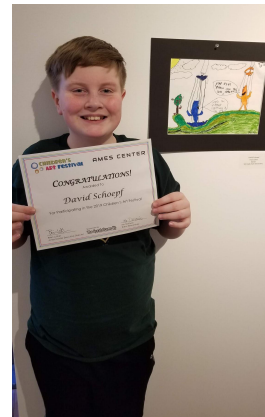
Who We Are

- Arts & Technology
- 50 years serving the Eagan Community
- Pre-K
- Strong, Committed, Innovative Staff
- Deeply Invested Community
- Diverse School Community
- District Leaders



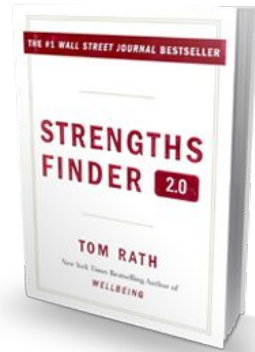
Arts & Technology

- Sing-alongs
- School News
- Coding Club
- Artist in Residence
- Strings
- Band
- Minneapolis Institute of Art
- Science, Technology, Learning Fair



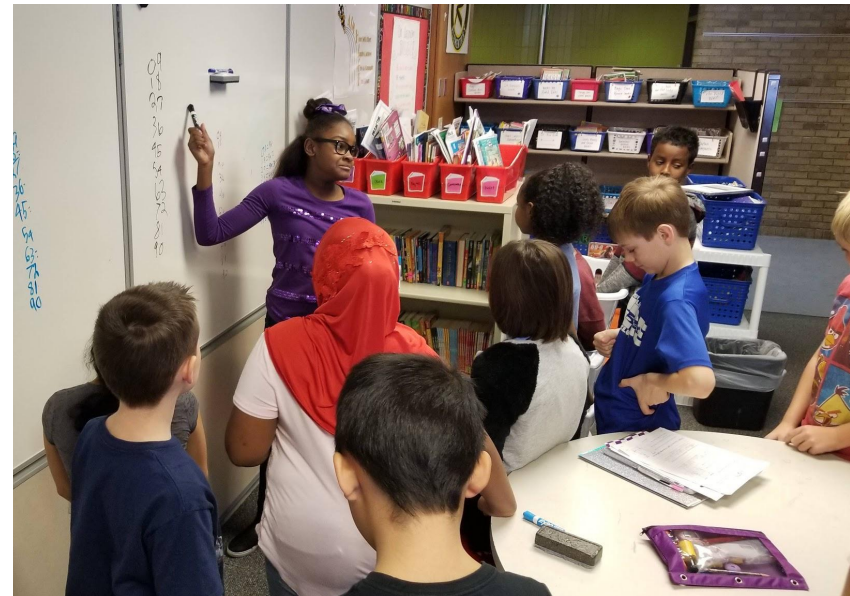
Culture & Climate

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Impact

- Restart of PBIS
- Professional Development focused on Strengths and Respect & Rapport
- Professional Development focused on our English Language Learners
- Developing strong positive relationships
- Office Discipline Referrals down to 49 from 149
- Conscious Discipline Learning
- Citizens & Scholars





Welcoming Environment

- National Night Out
- Grand Day
- School Dance
- Breakfast & a Book
- Family Movie Night
- Student Recognition Assemblies
- Field Trips
- Fun Run

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Connecting with Eagan

- Operation Warm
- Fire Safety
- Celebrating 50 years
- Art Pop-Up Event
- Giving Back to Open Door Food Shelf
- Read for the Record
- National Night Out
- Kids Hope Mentor Program - Peace Church



Future Work

- Focus on Improving Reading Scores
 - Implementing Making Meaning & Being a Reader
 - Monitoring Progress of Reading
- Continue Growth in Math Proficiency Scores
- SIP focused on Effective Instructional Practices
- Continue Learning/Implementing Conscious Discipline
- Data Driven Decisions
- Grow Size of School Community

Contact Info

Brad Robb

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952-707-3601





**Agenda III.B.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Lisa Rider, executive director of business services

Date: March 7, 2019

Re: Report on FY20 Budget Adjustments

Receive a report on FY20 Budget Adjustments from Lisa Rider, executive director of business services.

General Fund Budget Comparative Summary

Revenue Assumpt.	2% on formula
Budget Adjust	\$ (6,574,009)
	0.035

	Adopted Budget 2018-19	Revised Budget 2018-19	Projected 2019-20	Projected 2020-21
Total Beginning Fund Balance	\$ 15,677,207	\$ 15,815,204	\$ 13,440,818	\$ 12,245,429
Revenues	127,122,457	130,590,440	129,512,696	129,512,696
Expenditures	128,759,941	132,964,826	130,708,085	135,282,868
Variance (Revenues - Expenditures)	(1,637,484)	(2,374,386)	(1,195,389)	(5,770,172)
Total Ending Fund Balance	\$ 14,039,723	\$ 13,440,818	\$ 12,245,429	\$ 6,475,257
Breakdown of Fund Balance Categories				
Nonspendable	\$ 328,969	\$ 374,535	\$ 340,000	\$ 340,000
Restricted	2,350,689	3,338,202	2,938,202	2,438,202
Committed	1,056,051	1,198,221	998,221	700,000
Unassigned	10,304,014	8,529,860	7,969,006	2,997,055
Total Ending Fund Balance	\$ 14,039,723	\$ 13,440,818	\$ 12,245,429	\$ 6,475,257
Unassigned Fund Balance %	8.00%	6.42%	6.10%	2.22%

7,677,909=7%

6,457,909=6%

Proposed FY20 Budget Adjustments after 2/21/19 Workshop

	Tier 1, Tier 2, Budget Unit	Tier 1 excluding Community Education (All)						
	Sum of Total						Before 2/21 Wkshp	After 2/21 Workshop
Row	Action	Unit / Area	Group	Item	How implications will otherwise be met.	FTE	Total	Total
1	Eliminate	ADMINISTRATIVE SUPPORT	BAHS	Eliminate Dean position	Responsibilities distributed to principal, behavior interventionist, and part-time counselor.	0.5	25,000.00	25,000.00
2			High Schools	Eliminate Bursar position	Distribute tasks performed by this position.	1	86,000.00	86,000.00
3		EA	BHS	EA: Media	Include media center(library) in teacher supervision rotation. Current technicians would check-in Chromebook repairs. Adjusted 2/21 from 1.0 to only .5FTE understanding benefits still apply.	1 to .5	39,000.00	26,000.00
4			Middle Schools	Eliminate Campus Supervisor	Implement long-term plan to end campus supervisor position.	3	127,000.00	127,000.00
5		STIPENDS	ACTIVITIES	Eliminate Flag Line, Jr& Sr. Advisors, Middle School stipends (Math Club, Quiz Bowl, NatJrHonorSoc, Jazz Band)	MS Clubs may meet as part of Blaze Time		42,100.00	42,100.00
6			ATHLETICS	Eliminate 9th grade athletic teams from athletic budget	This would have implications in our conference as we would be an exception with having no 9th grade teams. Adjusted 2/21 to retain 9th grade athletic teams	20	84,000.00	-
7				Eliminate middle school athletics from athletic budget	(blank)	45	155,000.00	155,000.00
8			BHS	Eliminate stipends for Teacher/EA general supervision at graduation.	Use district administrators to provide supervision and support.	0	1,300.00	1,300.00
9			Elementary	Eliminate Science Fair, Peer Support, Volunteer Support.	Re-define our stipend model with a commitment to ensure powerful academic, safety and leadership within the school day.	20	57,440.00	57,440.00
10		TEACHER	Elementary	Eliminate Elementary Strings 1.0	Students are receiving general music curriculum at grades, k-5.	1	65,000.00	65,000.00
11				Eliminate Elementary Band	Band programming will be at the Secondary Level exclusively. Students are receiving general music curriculum at grades, k-5.	2.5	162,500.00	162,500.00
12			High Schools	Remove French course offerings III, IV, and V	Only French I and French II will be offered in the future. French III, IV, and V will no longer be offered.	0.4	32,000.00	32,000.00
13			Middle Schools	Eliminate Orchestra	Low numbers at Metcalf and Nicollet; still offer general music, band and choir as options. Adjusted 2/21 to continue to offer in catalog; however, whether it runs will be determined by enrollment, just like other electives.	1	59,500.00	-
14		CONSULTING	Operations	Eliminate utility tracking	Currently eliminated and doing in-house	0	20,000.00	20,000.00

Proposed FY20 Budget Adjustments after 2/21/19 Workshop

Row	Action	Unit / Area	Group	Item	How implications will otherwise be met.	FTE	Total	Total	
15		TRAVEL	Elementary	Eliminate optional field trips, 5th Grade Track & Field, 4th Grade Band to BHS	(blank)		6,000.00	6,000.00	
16		ADMINISTRATIO N	Curriculum Instruction and Assessment	Eliminate Director of Secondary Programming	Ass't Sup't and Director of Curriculum and Instruction will absorb former duties.	1	150,000.00	150,000.00	
17			Student Support Services	Eliminate Director of Health Services	Distribute tasks performed by this position.	0.8	60,000.00	60,000.00	
18				Eliminate SISA Curriculum Instruction Principal On Special Assignment position	Distribute tasks performed by this position.	1	150,000.00	150,000.00	
19		SUBSTITUTES	Curriculum Instruction and Assessment	Eliminate the allocation of site PD dollars	Buildings have agreed on this reduction and will make adjustments at the site level.	0	72,000.00	72,000.00	
20		SUPPLIES	Operations	Negotiate eliminate printed contracts	Contracts can be posted on line and allows for search capability.	0	2,500.00	2,500.00	
21			Curriculum Instruction and Assessment	Eliminate parent mailing MCA / ACCESS	Parent Vue would be used in place of paper mailings	0	6,000.00	6,000.00	
22		CONTRACTED SERVICES	Operations	Eliminate Ventures Screener	Screening is for initial applications. Will still use Ventures for interviews.	0	8,000.00	8,000.00	
23				Have Volunteers pay for their own background checks	Aligns with other districts. New firm reduces cost for volunteers.	0	18,000.00	18,000.00	
24			TECHNOLOGY	Reducing admin tech budget - Cognos, I-Cue, Disastery Recovery	Connected to TIES dissolution and shifting programs. Services no longer needed.	0	60,000.00	60,000.00	
25			Curriculum Instruction and Assessment	Eliminate ACT Writing component	Colleges don't use this data; student writing samples are used (writing is a focus for this reason at HS)	0	10,725.00	10,725.00	
26				Eliminate NWEA	Reduce student testing not required by state. Increase use of less expensive assessment instruments.	0	80,000.00	80,000.00	
27	Eliminate Total							1,579,065.00	1,422,565.00

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Proposed FY20 Budget Adjustments after 2/21/19 Workshop

Row	Action	Unit / Area	Group	Item	How implications will otherwise be met.	FTE	Total	Total
28	Reduce	ADMINISTRATIVE SUPPORT	BAHS	Reduce counselor at BAHS 0.5 FTE	Counselor to student ratio would align with other secondary buildings.	0.5	40,000.00	40,000.00
29			BHS	Eliminate counselor extra days in summer. 10 days per 6 counselors.	Flex schedule from workshop days and during the year.	0.326	28,568.00	28,568.00
30				Reduce Dean assignment to student calendar. 6 days per 4 Deans.	Distribute tasks performed by this position. Flex schedule.	0.131	13,347.00	13,347.00
31			Middle Schools	Eliminate Dean and Counselor extra day allocations: 6 x 10 days	Counselors and Deans would be given adjusted days during the school year so they can work needed summer days.	0.326	36,000.00	36,000.00
32		CLERICAL	Districtwide	Reduce Clerical Support	Eliminate Level 2's, Restructure all Level 3's to 217 day contracts, Reduce Level 4, 237 day contracts to 227 days, Reduce .5FTE level 4 at BAHS	3.5	221,661.97	221,661.97
33		EA	Elementary	Reduce Media EAs to 5 days per week, 4.75 hours per day	Media Center continues to be open for student and teacher access, even with reduction in hours.	2	80,000.00	80,000.00
34			Student Support Services	Reduce EA time	Distribute tasks performed by this position.	10.75	260,000.00	260,000.00
35		STIPENDS	ACTIVITIES	Only one musical/showcase performance (currently 2)	There would be fewer opportunities for students interested in the arts.		11,200.00	11,200.00
36			ATHLETICS	Reduce 10 assistant coaching stipends across athletic program	For some sports, this may put added pressure on booster organizations to raise funds to pay for assistant coaches. Athlete development will be impacted with less coaching available.	10	36,000.00	36,000.00
37			Superintendent Leadership	Reduce Board stipend	Limit the School Board Stipend by \$100 per member for each month	0	8,400.00	8,400.00
38		TEACHER	BAHS	Classroom Teacher Allocation.	Reflects enrollment.	0.3	19,500.00	19,500.00
39			BHS	Remove Strings start-up allocation.	Programming provided through building allocation.	0.6	40,000.00	40,000.00
40			Elementary	Classroom Teacher Allocation.	Reflects declining enrollment, use of .5 fte's and increase to class size calculation by 2.	11	715,000.00	715,000.00
41				Reduction of Enrichment and Intervention across elementaries to 10 fte's.	Develop a different model of MTSS	7	455,000.00	455,000.00
42				Reduce Specialist FTE	Reduction matches projected enrollment and decrease in classroom teachers	1.5	97,500.00	97,500.00
43			High Schools	Eliminate 0.1 AVID Coordinator above Integration allocation	AVID Coordinator at building would still be funded at 0.1 through integration funding	0.3	8,000.00	8,000.00
44				Reduce classroom teacher allocation by 5.5 FTE	Increase class size by 2	5.5	375,000.00	375,000.00
45			Middle Schools	Reduce classroom teacher allocation by 7 FTEs	Increase class ratios by 3 students	7	455,000.00	455,000.00
46			TECHNOLOGY	Reduce DLS Coaching	Technology coaching model would need to change	3	195,000.00	195,000.00
47			Student Support Services	Reduce SPED Licensed Positions	Distribute tasks performed by this position.	6	505,000.00	505,000.00
48				Reduce 1 fte for EL	Distribute tasks performed by this position.	1	113,000.00	113,000.00

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Proposed FY20 Budget Adjustments after 2/21/19 Workshop

Row	Action	Unit / Area	Group	Item	How implications will otherwise be met.	FTE	Total	Total
49		CONSULTING	Operations	Consulting	Reduce budget for consulting	0	1,000.00	1,000.00
50			Superintendent Leadership	Reduce the Supt. consulting budget	Build capacity and depend on internal expertise	0	27,134.00	27,134.00
51				Reduce the Asst. Supt. consulting budget	Build capacity and depend on internal expertise	0	4,492.00	4,492.00
52		LEGAL	Operations	Legal Services	Limit use of attorney where possible	0	10,000.00	10,000.00
53		TRAVEL	High Schools	Reduce per pupil allocation by \$8,300 once allocation determined	Will reduce field trips	0	8,300.00	8,300.00
54			Operations	Reduce Enroll Ctr conf/travel	Use local support services and networking for development.	0	2,500.00	2,500.00
55				Travel / Conferences	Use local support services and networking for development.	0	2,000.00	2,000.00
56		SERVICE	Operations	Personnel Services	Reduce number of purchased reports from other state and county agencies.	0	2,000.00	2,000.00
57				Property/Liab Insurance	Reduce Prop Liab Insurance	0	13,000.00	13,000.00
58				Site Improvements	Adjusting schedule for lawn maintenance.	0	60,000.00	60,000.00
59		CUSTODIAN	Operations	2 Grounds staff	Have the building custodians help mantian the grounds. Cutting 2 would leave 2 remaining. Adjusted 2/21 to retain \$80,000 of rows 59/60	2 to 1	139,730.00	59,730.00
60				2 Maintenance Staff District Wide	Have the building custodian do all maintenance. Cutting 2 would leave 1 remaining. Requests will be determined based on availability	2	156,852.00	156,852.00
61		SUBSTITUTES	Elementary	Eliminate PD Site allocation from General Fund (MOVED TO SISA) line 19	PD would be supported by site.	0	-	-
62			High Schools	Online learning day replace substitute in some classes	Need to examine how this might look and extent implemented. The cost savings is based on \$200/sub/day and doing this for four subs 150 days	0	120,000.00	120,000.00
63			Middle Schools	Eliminate Building PD money (FROM SISA) line 19	Professional development funding and needs would need to be different. Creative use of teacher coverage and professional development experiences.	0	-	-
64			Curriculum Instruction and Assessment	Reduce Assessment professional development	Will need to establish other means to train staff.	0	10,000.00	10,000.00
65		SUPPLIES	Middle Schools	Reduce building supply budget by \$3,500 each	Reduce amount spent on supplies	0	10,500.00	10,500.00
66			Operations	Accounting General Supply	Utilize more technology.	0	3,000.00	3,000.00
67				Business Food	Eliminate unused line item	0	600.00	600.00
68				Business General Supply	Limit use of supplies.	0	1,000.00	1,000.00
69				Enroll Ctr General Supplies	E cum files have eliminated the need for printing cumulative folders.	0	3,000.00	3,000.00
70				Enrollment Center Postage	Limited need for mailings.	0	1,600.00	1,600.00
71				General supplies	Limit use of supplies.	0	2,000.00	2,000.00
72				Reduce 1 newsletter & activities guide	Less print outreach to non-parent community	0	12,600.00	12,600.00

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Proposed FY20 Budget Adjustments after 2/21/19 Workshop

Row	Action	Unit / Area	Group	Item	How implications will otherwise be met.	FTE	Total	Total
73			Student Support Services	Reduce supply budget	(blank)	0	120,000.00	120,000.00
74			Superintendent Leadership	Eliminate printing and binding - student handbook printed from Communications budget	Budgeted in two departments.	0	4,500.00	4,500.00
75				Reduce the supply budget	Limit use of supplies.	0	1,400.00	1,400.00
76				Reduce Board interdept postage	More information is provided digitally.	0	500.00	500.00
77		EQUIPMENT	Operations	Accounting Technology	Delay technology updates.	0	500.00	500.00
78				Business Technology	Delay technology updates.	0	400.00	400.00
79				Capital	Delay purchasing or upgrading capital equipment.	0	40,000.00	40,000.00
80				Equipment	Delay purchasing or upgrading custodial equipment.	0	20,000.00	20,000.00
81					Delay purchasing or upgrading grounds equipment.	0	30,500.00	30,500.00
82				Equipment Purchased	Delay technology updates.	0	459.00	459.00
83			Superintendent Leadership	Reduce Board equipment	Delay technology updates.	0	1,000.00	1,000.00
84		CONTRACTED SERVICES	High Schools	Remove CIS option from US History, American Government, Economics, and Calculus; students earn the college credit through AP	The dollar savings is based on \$145/student/class fee with state aid reimbursing 1/3 of cost. These courses are CIS/AP courses so students would still have the opportunity to earn college credit by taking the AP exam and scoring a 3 or higher	0	66,000.00	66,000.00
85			Operations	Advertising reduction (newspaper ads)	Focus on online/social media advertising	0	15,500.00	15,500.00
86				Kelly Subs for Welcome Center	Aligns with current use.	0	15,000.00	15,000.00
87			TECHNOLOGY	Cut lease funding	No funds for special projects/upgrades ie: telephones, network audit, etc. May impact long term planning for upgrades.	0	80,000.00	80,000.00
88			Superintendent Leadership	Reduce Board dues and membership	Limit organizations enrolled as members.	0	1,200.00	1,200.00
89				Reduce Board periodical	Share and distribute information with fewer subscriptions.	0	300.00	300.00
90	Reduce Total						4,701,743.97	4,621,743.97

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Proposed FY20 Budget Adjustments after 2/21/19 Workshop

Row	Action	Unit / Area	Group	Item	How implications will otherwise be met.	FTE	Total	Total
91	Restructure	ADMINISTRATIVE SUPPORT	Operations	Facility Coordinator Position	Position serves Fund 1	0	(80,000.00)	(80,000.00)
92		STIPENDS	ACTIVITIES	Eliminate Vocal, Freestyle Stipend; Move chess out of activities & into Community Ed	Vocal Freestyle will be paid hourly for required out of contract vs stipend. Chess structure aligns to rest of the district.		8,100.00	8,100.00
93			ATHLETICS	Combine boys and girls alpine ski under one coaching staff of 2 fte's	Combine boys and girls alpine ski under one coaching staff.	1	5,000.00	5,000.00
94		TEACHER	Middle Schools	Addback Media .34 at each MS	Time reduced for FY19	1	(45,000.00)	(45,000.00)
95		SERVICE	Operations	Repairs & Maintenance	Use outside vendors.	0	2,000.00	2,000.00
96		CUSTODIAN	Operations	Warehouse Staff	Allocate portion of work that is Fund 02/Food Service	0	7,000.00	7,000.00
97		ADMINISTRATIVE	Curriculum Instruction and Assessment	Director of Pathways paid out of United Way grant	A grant can cover \$50,000 of this position.	0.5	50,000.00	50,000.00
98		SUPPLIES	Operations	Eliminate Course Catalog	The print course catalog is a marketing piece, could be done online	0	13,000.00	13,000.00
99			TECHNOLOGY	Eliminate 5th Grade Chromebook Cases	5th Grade Chromebooks would remain at elementary schools as part of a cart model. Cases not needed as devices do not leave building.	0	22,400.00	22,400.00
100		EQUIPMENT	Operations	Technology equip/Enroll Ctr	Current tech needs following the tech replacement schedule. No need for additional equip.	0	3,000.00	3,000.00
101		CONTRACTED SERVICES	Operations	New Background Check Company	New firm allows for lower rates.	0	5,000.00	5,000.00
102				New Teacher Evaluation System	Look for other vendors to provide service at lower annual rate.	0	8,000.00	8,000.00
103			Student Support Services	Reduce Headway expenses	Change model to Co-located approach	0	300,000.00	300,000.00
104				Keep current walking distance for K-12. 1.0 Miles Elementary, 1.50 Miles Secondary and require 9-12 to board buses at Middle Schools within 1.5 miles of home.	Current walking distances for students in consideration of hazards. Increased supervision required at Middle Schools.	0	-	231,200.00
105	Restructure Total						298,500.00	529,700.00
106	Grand Total Tier 1						6,579,308.97	6,574,008.97

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**Agenda III.C.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Sundus Hussein, Student Representative

Date: March 7, 2019

Re: Student Representative Report

Receive the Student Representative report from Student Representative Sundus Hussein.



**Agenda III.D.
March 14, 2019**

To: Board of Education
From: Superintendent Cindy Amoroso
Date: March 7, 2019
Re: Superintendent Report

Receive the Superintendent Report from Superintendent Cindy Amoroso.



Future Ready. Community Strong.

**Agenda III.E.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Board Chair Abigail Alt

Date: March 7, 2019

Re: Board Member Reports

Receive reports from Board Members.

School Board Minutes
 INDEPENDENT SCHOOL DISTRICT 191
 February 28, 2019

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: Hume, Holweger, Currier, Miller, Schatz, Chester and Chair Alt. Student Representative Hussein was absent. Others in attendance were Superintendent Amoroso, administrators, staff and members of the public.

Attendance

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

Pledge of Allegiance

Moved by Schatz, seconded by Chester, to approve the agenda. Motion carried unanimously (7, 0).

Agenda

Received a Burnsville High School Principal Overview from Principal Dave Helke.

Reports

Received a Burnsville Alternative High School Principal Overview from Principal Kelly Ronn.

Received a report on the FY20 Achievement and Integration Plan from Dr. Jenna Mitchler, director of curriculum, instruction and assessment. Received the Superintendent Report from Superintendent Cindy Amoroso.

Received a report on FY20 Budget Adjustments from Lisa Rider, executive director of business services.

Received committee reports from Currier on behalf of the Policy Review Committee and Miller on behalf of the Legislative Committee. Currier also reported on AMSD, 917 and the Burnsville High School Hall of Fame. Alt reported on Harriet Bishop Elementary and Metcalf Middle School.

Moved by Currier, seconded by Chester, to approve the consent agenda:
 -Approve minutes from the regular board meeting on February 21, 2019.
 -Approve personnel recommendations for N. Mohler, R. Wenz, K. Silberman, R. Kostner Osberg, P. Walcher, S. Stusse, S. Stusse, B. Matykiewicz, S. Campbell and S. Mao

Consent Agenda
 Minutes
 Personnel
 Recommendations

-Adopt a resolution to approve and accept donations presented.
 -Approve December payroll checks numbered 719164-719174 and Direct Deposit notices numbered 705067- 706593 in the net amount of \$4,183,171.43. December claims to date represented by checks numbered 462394-462566,1021009-1021102, and 102191-102195 and wire transfers

Donations
 Checks, deposits,
 receipts and
 investments

and adjustments totaling \$7,472,285.29. Accept December receipts of \$9,836,407.16 and investments for the General Fund & 2015A School Building Bonds and OPEB of \$45,626,660.44 as of December 31, 2018.
- Accept the Budget Analysis for the month ending December 31, 2018.
- Report on Listening Session on February 21, 2019.
Motion carried unanimously (7, 0).

Listening Session

Moved by Schatz, seconded by Miller, to approve FY 20 Achievement and Integration Revenue Budget plan. The FY20 Budget representing revenues and expenditure of each \$2,123,917.48.
Motion carried unanimously after discussion (7, 0).

FY20 A& I

Moved by Schatz, seconded by Currier, to adjourn to a workshop at 7:55 p.m. Motion carried unanimously (7, 0).

Adjourn to workshop

The workshop began at 8:00 p.m. The purpose of the workshop was CIS Courses.

The workshop ended at 8:58 p.m.

Adjourn

March 14, 2019

Darcy Schatz, clerk

Date approved

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
March 4, 2019

The special workshop of the Board of Education was called to order by Chair Alt at 5:00 p.m. at the Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN, 55337.

Call to Order

Members present: Directors Currier, Miller, Holweger, Hume, Chester and Chair Alt. Schatz was absent. Amoroso was present.

Attendance

The purpose of the workshop was to discuss CIS (College in the Schools) and AP (Advanced Placement) course funding.

Purpose

The workshop concluded at 5:31 pm.

Adjourn

Darcy Schatz, clerk

Date Approved

March 14, 2019

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

TO: Members, Board of Education
Cynthia Amoroso, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: March 14, 2019 FINAL

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Appointment		Drew Pottinger		Nicollet Middle School	Teacher Long Term Substitute	2/1/2019-5/3/2019 REVISE
Certified	Leave of Absence		Brianna Nierengarten	*	Burnsville High School	Psychologist	12/14/2018-3/1/2019 REVIS
Certified	Leave of Absence		Noelle Jones		Sky Oaks Elementary School	Teacher	4/10/19-4/30/2019
Certified	Leave of Absence		Katie Burke	*	Burnsville High School	Teacher	4/20/2019-6/7/2019
Certified	Resignation		Aisha Moallin	*	Hidden Valley Elementary	Teacher	6/7/2019
Certified	Retirement		Julie Miller-Hays		Burnsville High School	Teacher SPED	6/7/2019
Classified	Appointment	Replacement	Hayat Abdilahi		Burnsville High School	EA Level IV	3/4/2019
Classified	Appointment	Replacement	Perla Moreno De Mercado		Eagle Ridge Middle School	Food Service Associate	3/4/2019
Classified	Resignation		Husna Adan	*	Hidden Valley Elementary	Cultural Liaison	3/19/2019
Co-Curricular/Coach	Appointment	Replacement	Emily Millin		Burnsville High School	Assistant Coach Track and Field	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Marina Paul		Burnsville High School	Assistant Coach Girls Track and Fie	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Brody Childs		Burnsville High School	Assistant Coach Boys Lacrosse	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Brian Duce		Burnsville High School	Assistant Baseball Coach	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Abigail Harazin		Burnsville High School	Assistant Softball Coach	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Jacob Becker	*	Burnsville High School	Assistant Coach Baseball	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Cynthia Mullenbach	*	Burnsville High School	Assistant Coach Softball	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	Amanda Seppala	*	Burnsville High School	Assistant Coach Softball	Spring Season 2019
Co-Curricular/Coach	Appointment	Replacement	David Christenson	*	Burnsville High School	Assistant Coach Baseball	Spring Season 2019
Co-Curricular/Coach	Resignation		Madeline Leipold	*	Burnsville High School	Head Coach Danceline	2/18/2019



**Agenda IV.A.3.
March 14, 2019**

To: Members, Board of Education
Cindy Amoroso, Superintendent

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

Date: February 22, 2019

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 March 14, 2019.

Darcy Schatz, Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
2/22/2019	YourCause Trustee for Wells Fargo Foundation Matching Gifts	Sioux Trail Elementary	Student & school use	\$140.00
2/22/2019	Thomson Reuters (Community Investment Program)	Sioux Trail Elementary	Student and school use	\$500.00
2/22/2019	Delta Air Lines Foundation (Matching Gifts to Education)	Sioux Trail Elementary	Student and school use	\$100.00
2/22/2019	River Hills United Methodist Church	Sioux Trail Elementary	Needed materials for students	\$590.00
1/11/2019	Delta Air Lines Foundation - George Connelly	M.W. Savage Elementary	Support Science Fair	To make America Smart Again
2/14/2019	Sky Oaks Elementary Parent Teacher Organization	BrainPower in a Backpack	CashDonation	\$144
2/14/2019	William Bryne Elementary Parent Teacher Organization	BrainPower in a Backpack	Cash donation	\$500
2/25/2019	Edward Neill Parent Teacher Organization	BrainPower in a Backpack	Cash donation	\$1,000
2/27/2019	H&R Block c/o Cheryl Cooper	Sky Oaks Elementary	For student use	1 large tote of school supplies & paper
3/5/2019	Anonymous	Food & Nutrition Services	Unpaid meal accounts	\$15

Total monetary donation received: \$2,989.00



**Agenda IV.A.4.
March 14, 2019**

To: Board of Education
From: Superintendent Cindy Amoroso
Date: March 1, 2019
Re: Report on Listening Session on February 28, 2019

2.28.19 School Board Listening Session

In attendance:
Board Members: DeeDee Currier and Lesley Chester
Superintendent Cindy Amoroso

There were four speakers addressing proposed budget adjustments.

- 1) A member of the ISD191 Clerical unit spoke against proposed reduction in hours for the clerical unit.
- 2) A One91 parent who graduated as a music educator spoke to the importance of 5th grade band and opposed the cut.
- 3) A One91 parent and wrestling proponent spoke about his opposition to cutting middle level athletics. He also referenced not cutting 5th grade band and the prior speaker. He referred to the Facebook page he started related to our district adjustments and to the letter writing campaign to legislators.
- 4) A teacher read a letter from the ISD 191 Instrumental Music Team in opposition to cutting 5th grade band.



Future Ready. Community Strong.

**Agenda IV.B.1.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Board Chair Abigail Alt

Date: March 7, 2019

Re: Approve Reduction in Board Stipends of \$100 Less per Month per Board Member

Recommendation: that the Board of Education approves a reduction in Board stipends of \$100 less per Month per Board Member effective July 1, 2019.

HUMAN RESOURCES

AGENDA ITEM: IV.B.2.

To: Members of the Board of Education
Superintendent Cindy Amoroso

From: Stacey Sovine
Executive Director of Human Resources

Date: March 14, 2019

RE: Seasonal, casual and temporary employee Pay Rates for the 2018-2019 School Year

Recommendation: That the Board of Education approves the following rates of pay for the 2018-2019 school year.

Discussion:

The following rates of pay and stipend amounts are both fiscally responsive and competitive with surrounding districts. This adjustment is to the rates for our Extended Year / Summer School programming. There's a recommendation extended to the Board to approve all rates listed herein.

GENERAL	2018 / 2019	Effective:	5/1/2019
Adapted Athletic Facil.	\$ 1,937.00		
Awards Coordinator	\$ 474.00		
BHS Graduation Coordinator	\$ 1,326.00		
BHS Overload Rate current course Added 9.1.18	\$ 2,000.00	per semester plus loss prep reimbursement	
BHS Overload Rate new course Added 9.1.18	\$ 3,500.00	per semester plus loss prep reimbursement	
Burnsville Strong Advisor (Lead)	\$ 2,800.00		
Career Fair Coordinator	\$ 1,683.00		
Curriculum Lead	\$ 1,000.00		
Lead LSN Stipend	\$ 2,500.00		
Elem. Arts Festival Coordinator	\$ 700.00		
Extended-Year Site Coordinator – 9th Grade	\$ 2,900.00		Removed 3/2019
Extended-Year Site Coordinator – Elementary	\$ 3,500.00		Removed 3/2019
Extended-Year Site Coordinator – Elementary/ESL	\$ 4,700.00		Removed 3/2019
PALS / BYC / Extended Year Site Lead	\$35 per hour		Modified 3/2019
PALS / BYC / Extended Year Site Lead (Non-Licensed)	Per Unit contract hourly rate		Modified 3/2019
First Tech	\$ 2,623.00		
Honor Society. Jr High	\$ 684.00		
Mentor	\$ 250.00		
Mentor Leadership Meetings	\$ 50.00	per mtg	
Power of One	\$ 668.00		
Robotics	\$ 2,623.00		
Theater Stipend	\$ 6,800.00		
Volunteer Coordinator	\$ 2,744.00		
Webmaster Secondary	\$ 3,124.00		
Writing Center	\$ 1,500.00		
SUBSTITUTES (Casual)			
Avid Tutor	\$ 13.00	per hour	
Clerical (Casual Employees)	\$ 14.00	up to step 1 of position classification	
Clerical (Former Permanent Employees)	\$ 22.25	per hour	
Community Facilitator	\$ 13.00	per hour	
Education Assistant	\$ 11.75	per hour	
Food Services	\$ 11.10	per hour	
Health Assistant Substitute Rate	\$ 12.25	per hour	
Health Assistant Substitute Rate (No Formal Medical License)	\$ 12.25	per hour	
Instructors (Non-licensed)	\$ 17.50	per hour	Modified for July 1, 2019
LPNS Subbing for Health Assistants	\$ 15.30	per hour	
LPN/RN's w/ 2-3 yrs Training - No Degree	\$ 20.40	per hour	
RN's with B.S. Degree	\$ 25.50	per hour	
Student Avid Tutor	\$ 10.00	per hour	
Summer Custodial	\$ 11.75	per hour	Up to 12.5 Increased 4/6/18
Summer School Admin-Intern	\$37.50	per hour	Remove 3.2019
Volunteer Coordinator Casual hourly	\$ 20.00	per hour	
ATHLETICS			
Basketball Announcer	\$ 30.00		
Basketball Scorer	\$ 20.00	per game (typically 3 games/night)	
Basketball Site Supervisor	\$ 80.00		
Basketball Supervision	\$ 30.00		
Basketball Ticket seller/taker	\$ 60.00		
Basketball Timer	\$ 20.00	per game (typically 3 games/night)	
Dance Competition Ticket seller/taker	\$ 20.00	per hour	
Football Announcer	\$ 30.00		
Football Field/Gate help	\$ 40.00		
Football Scorer	\$ 30.00		
Football Site Supervisor	\$ 80.00		
Football Supervision	\$ 30.00		
Football Ticket seller	\$ 40.00		
Football Ticket taker	\$ 40.00		
Football Timer	\$ 30.00		
Hockey Announcer	\$ 50.00	2 games (varsity & JV)	
Hockey Scorer/timer	\$ 50.00	2 games (varsity & JV)	
Hockey Supervision	\$ 30.00		
Lacrosse Announcer	\$30 / \$50	single / doubleheader	
Lacrosse On-field scorer/timer	\$ 30.00	2 games (varsity & JV)	
Lacrosse Scorer/timer	\$ 30.00	2 games (varsity & JV)	
Lacrosse Site Supervisor	\$50 / \$80	single / doubleheader	
Lacrosse Supervision	\$ 30.00		
Lacrosse Ticket seller/taker	\$40 / \$70	single / doubleheader	
Soccer Announcer/scorer/timer	\$30 / \$50	single / doubleheader	
Soccer Site Supervisor	\$50 / \$80	single / doubleheader	
Soccer Ticket seller/taker	\$40 / \$70	single / doubleheader	
Swimming Announcer	\$ 30.00		
Swimming Head timer	\$ 30.00		
Swimming Scorer	\$ 30.00		
Swimming Ticket seller/taker	\$ 30.00		
Volleyball Announcer	\$ 30.00		
Volleyball Scorer/timer	\$ 25.00	per match (typically 3 matches/night)	
Volleyball Site Supervisor	\$ 50.00		
Volleyball Ticket seller/taker	\$ 40.00		
Wrestling Scorer	\$ 30.00		
Wrestling Site Supervisor	\$ 50.00		
Wrestling Ticket seller/taker	\$ 30.00		
Wrestling Timer	\$ 30.00		
STUDENTS			
Student workers under 18	\$ 9.00	per hour	
Student workers over 18	\$ 9.65	per hour	
COMMUNITY EDUCATION			
K+ Classroom Assistant	\$ 13.00	per hour	
Other Unspecified Activities Based Upon Registration	\$ 13.00	per hour	
Senior Citizens Program Licensed Commercial Driver	\$ 19.50	per hour	
Facility Rental Tech Support	\$ 25.00	per hour	

DATE 3/1/2019



**Agenda IV.B.3.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Assistant Superintendent Brian Gersich

Date: March 7, 2019

Re: Approve Changes to Policies 699: *Teaching About Controversial Issues*; 621: *Educational Research*; and 624: *Online Learning*

Recommendation: Approve, on a first reading basis, changes to Policies 699: *Teaching About Controversial Issues*; 621: *Educational Research*; and 624: *Online Learning*.

The policies were reviewed at the Policy Review Committee meeting on February 25. Below is a summary of changes.

699: *Teaching About Controversial Issues*

- Cross referenced 606: *Instructional Resources*.
- Removed II.D.4.

621: *Educational Research*

- Added II.B.6. "All information from student records that may be collected or requested for approved research studies will adhere to district policy on protection and privacy of pupil records (Policy 515)."
- Changed "educational" to "education" in section II.B.2.

624: *Online Learning*.

- Deleted II.C.
- Changed "on the same basis as other enrolled students" to "in accordance with other district policies." (Some online students are also enrolled in school).

Adopted: 6/1986
Reviewed: [12/03/2015](#)/[3/14/2019](#)
Revised: 12/17/2015
Rescinds: INB

Burnsville-Eagan-Savage School District Policy 699

699 TEACHING ABOUT CONTROVERSIAL ISSUES

I. PURPOSE

The development of critical thinking and preparation for citizenship are among the educational goals of the school district. As a result, the school district has a responsibility to include content dealing with current critical issues in various curriculum areas at all grade levels. Some of these issues may be controversial. The purpose of this policy is to recognize the benefit to students of the appropriate study of controversial issues within reasonable parameters. The school board has the final authority to give or withhold consent for any school activity or program.

II. GENERAL STATEMENT OF POLICY

- A. The school district and the individual classroom teachers have a responsibility to give students an opportunity to study controversial issues which have political, economic, or social significance. The course of this study should include access to appropriate, relevant information, including materials that circulate freely in the community, and competent instruction balancing the various points of view in an atmosphere free from bias, prejudice, discrimination, and harassment.
- B. In fulfilling this responsibility, the teacher shall make a deliberate effort to achieve balance within a reasonable period of time in the viewpoints and information to which students are exposed.
- C. Students and parents may express opinions on controversial issues without jeopardizing relations with school staff.
- D. In selecting controversial issues to be included in the instructional program, the staff shall use the following guidelines:
 - 1. The issue should contribute toward helping students develop techniques for examining other controversial issues.
 - 2. The issue should be suitable for students of the maturity and background represented in the class.
 - 3. The issue should be related to the course content and help achieve course objectives.

~~4. The issue should be of continuing significance.~~

- E. If a controversial issue that is neither directly related to the course content nor specified as a part of the curriculum unexpectedly arises during a class discussion, for example as the result of a student's questions or comments or in the coverage of current events, the teacher may deal with student interest in the issue by devoting sufficient time to the issue to assure balanced, impartial coverage.

III. COMPLAINTS

- A. The administration shall establish procedures, subject to school board approval, for handling any complaints relative to the study of controversial issues.
- B. Recognizing the difficult position in which teachers will sometimes be placed in carrying out this policy and in giving students an opportunity to study a controversial issue, the school board places trust and confidence in its employees and will support their actions insofar as possible, from anonymous, unreasonable, or ill-considered complaints.

IV. TRAINING

- A. Principals and secondary area leaders shall be responsible for informing all staff members of the policy on coverage of controversial issues in the curriculum. In doing so, they shall emphasize the basic assumption that the school is providing an opportunity for students to study controversial issues, not teaching a viewpoint on controversial issues.
- B. A teacher who is in doubt concerning the advisability of discussing certain issues and materials in the classroom shall confer with his/her principal as to the appropriateness of doing so. If the teacher and principal are unable to agree, the issue shall be referred to the superintendent or superintendent's designee.

Legal References:

Cross References: Burnsville-Eagan-Savage School District Policy 498 (Political Campaigns and Activities)
[Burnsville-Eagan-Savage School District Policy 606 \(Instructional Resources\)](#)

Adopted: 4/17/2014
Reviewed: ~~12/03/2015~~3/14/2019
Revised: 12/17/2015
Rescinds:

Burnsville-Eagan-Savage School District Policy 621

621 EDUCATIONAL RESEARCH

I. PURPOSE

The purpose of this policy is to establish the authority for the school district to work with other organizations on educational research.

II. GENERAL STATEMENT OF POLICY

A. The school board recognizes the value of educational research in developing, validating, and standardizing new programs and strategies in education. Our policy is to cooperate as much as possible with colleges, universities, and other responsible parties to promote potentially beneficial research. Such research shall not, however, unduly interfere with the normal operation of the schools, nor infringe upon the privacy of employees or students. Guidelines shall be developed by the administration to implement this policy.

B. Research must meet the following:

1. All research projects must have prior approval of the superintendent or designee.
2. The study must have the potential for making a definite contribution to the educational profession in general and/or to the programs of Independent School District 191 in particular.
3. The study must be feasible to carry out in terms of the amount of time involved, the numbers of teachers and students participating, and the possible expense to the district. It must not impose undue burdens upon students or staff.
4. There must be a reasonable certainty that no child in Independent School District 191 will suffer educationally as a result of the research. The Protection and Privacy of Pupil Records details rules and regulations for collection and maintenance of school records. Persons wishing to conduct research in Independent School District 191 shall thoroughly review and abide by this policy.
5. The overall design of the study must be sound and have the potential for successful completion.

5.6. All information from student records that may be collected or requested for approved research studies will adhere to district policy on protection and privacy of pupil records (Policy 515).

- Legal References:* Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
20 U.S.C. 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. 1232h (Protection of Pupil Rights)
34 C.F.R. Part 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273, 122 S.Ct. 2268, 153 L.Ed. 2d 309 (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)
- Cross References:* Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)
Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)
Burnsville-Eagan-Savage School District Policy 520 (Student Surveys)

Adopted: 1/28/2016
Reviewed: ~~1/14/2016~~ 3/14/2019
Revised:
Rescinds:

Burnsville-Eagan-Savage School District Policy 624

624 ONLINE LEARNING OPTIONS

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in Independent School District 191 for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. On-line learning should be held to the same standards as traditional learning.
- B. Supervision of students' on-line coursework is the responsibility of the on-line provider.
- ~~C. On-line learning must meet the standards established by the District non-discrimination policy.~~
- ~~D.C.~~ The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- ~~E.D.~~ The school district shall grant academic credit for completing the requirements of an online learning course or program.
- ~~F.E.~~ The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district.
- ~~G.F.~~ The school district shall continue to provide non-academic services to online learning students.
- ~~H.G.~~ Online learning students may participate in the extracurricular activities of the school district ~~on the same basis as other enrolled students.~~ in accordance with other district policies.

III. DEFINITIONS

- A. "Blended learning" is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology

is used as a primary method to deliver instruction.

- B. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- C. “Enrolling district” means the school district or charter school in which a student is enrolled under Minn. Stat. § 120A.22, Subd. 4, for purposes of compulsory education.
- D. “Full-time online learning provider” means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- E. “Online learning course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online learning course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to-teacher communications, and the academic support available to the online learning student.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider under Paragraph III.H.
- G. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minn. Stat. §§ 120A.22 and 120A.24.
- J. “Supplemental online learning” means an online learning course taken in place of a course period at a local district school.

IV. PROCEDURES

A. Dissemination and Receipt of Information

- 1. The school district shall make available information about online learning to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.

2. The school district will receive and maintain information provided to it by online learning providers.
3. The online learning provider must report or make available information on an individual student's progress and accumulated credit to the student, the student's parent, and the enrolling district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.
4. The enrolling district must designate a contact person to help facilitate and monitor the student's academic progress and accumulated credits toward graduation.

B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. The student and the student's parents must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and the student's parent must notify the online learning provider of the student's intent to enroll in online learning within ten days of being accepted, at which time the student and the student's parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student's application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online learning course or program. An online learning provider must make available the supplemental online learning course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must notify the online learning provider whether the student, the student's parent, and the enrolling district agree or disagree that the course meets the enrolling district's graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.

4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online learning course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online learning provider; and the online learning provider may make available a response to the enrolling district, showing how the course or program meets the graduation requirements of the enrolling district.
5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term during a single school year, and the student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if the enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.
6. An online learning student may complete course work at a grade level that is different from the student's current grade level.
7. An online learning student may enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contact Time

1. The enrolling district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.
2. The school district may reduce the course schedule of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of

learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.

4. The online learning provider, other than a digital learning provider offering digital learning to its enrolled students only under Minn. Stat. § 124D.095, Subd. 4(d), must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described as such in an online learning course syllabus that meets the Commissioner's requirements.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.
4. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 123B.42, Subd. 1 (Curriculum; Electronic Components)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: Burnsville-Eagan-Savage School District Policy 509 (Enrollment of Nonresident Students)
Burnsville-Eagan-Savage School District Policy 605 (Alternative Programs)
Burnsville-Eagan-Savage School District Policy 608 (Instructional Services – Special Education)
Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)

Burnsville-Eagan-Savage School District Policy 620 (Credit for Learning)



**Agenda IV.B.4.
March 14, 2019**

To: Board of Education
Superintendent Cindy Amoroso

From: Assistant Superintendent Brian Gersich

Date: March 7, 2019

Re: Rescinding Policy 629: *Alternative Instruction*

Recommendation: Approve, on a first reading basis, rescinding Policy 629: Alternative Instruction.

The policy changes were reviewed by the Policy Review Committee on February 25.

- Policy 629 overlaps with Policy 606: Instructional Resources

Adopted: 5/26/2016
Reviewed: 5/12/2016
Revised:
Rescinds:

629 ALTERNATIVE INSTRUCTION

I. PURPOSE

The purpose of this policy is to give direction when alternative instruction is requested.

II. GENERAL STATEMENT OF POLICY

In accordance with M.S. 120B.20, parents/guardians may review the content of instructional materials to be provided to their minor child. Content of instructional materials means content included in District-approved core and supplementary instructional resources

III. PROCEDURES

A. Review

1. Parents/guardians wishing to review instructional materials to be provided to their student will present the request to the Principal or designee, being as specific as possible as to which materials they wish to review. The building Principal or designee will arrange an opportunity for review of the requested material.
2. If the parents/guardians object to the content for the child, they are to notify the Principal or designee of the specific objection and complete the form "Alternative Instruction Request Form."

B. Alternative Instructional Plan

1. Principal or designee will propose alternative content and/or instruction that is reasonable within available resources. The form "School Alternative Instruction Plan" will be completed and reviewed with the parent(s) or guardian(s).
2. Alternative instruction may be provided by the parents/guardians if the alternative instruction offered by principal or designee does not meet the concerns of the parents/guardians. The District is not required to pay for the costs of alternative instruction provided by parents/guardians. The parent/guardian should complete the form "Parent-Provided Alternative Instruction."

3. The parents/guardians will submit, in writing, their plan to provide the alternative instruction.
4. School personnel will evaluate and assess the quality of the student's work produced as part of alternative instruction.
5. School personnel will not impose an academic or other penalty on a student merely for arranging alternative instruction under this policy.
6. Neither objection to the content of instructional materials nor provision of alternative instruction for any one student is to interfere with the rights of others to receive the regular instructional content.
7. Credits earned under alternative instruction will be documented as a "pass." These credits will not impact class rank or grade point average.

Legal References: M.S. 120B.20 - Parental Curriculum Review

Cross References: