



Future Ready. Community Strong.

Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN, 55337
November 14, 2019
6:30 PM

5:45 PM Board Listening Session with Directors Lesley Chester and DeeDee Currier

- I. Call to Order
 - A. Welcome
 - B. Pledge of Allegiance
- II. Approval of Agenda
- III. Information
 - A. Future Ready. Community Strong.
 - 1. Read for the Record 3
 - B. Reports
 - 1. Receive a Report on Fall Enrollment 18
Presenter: Lisa Rider, Executive Director of Business Services
 - 2. Receive a Report on the Plan to Brand and Market our District to Increase Student Enrollment 49
Presenter: Aaron Tinklenberg, Director of Communications and Wes Drey, Communications Coordinator
 - 3. Receive a Report Regarding the Recommendation to Close Schools 63
Presenter: Roger Worner
 - 4. Receive a Report on the Boundary Change Process 82
Presenter: Lisa Rider, Executive Director of Business Services
 - 5. Board of Education Committee Reports 99
 - 6. Student Representative 101
 - 7. Superintendent 102
 - 8. Board Members 103
- IV. Business Meeting

District 191 welcomes members of the public to attend Board of Education meetings, work sessions and other public gatherings. However, public participation is allowed only during listening sessions, which are held before regular board meetings. Community members who wish to share their thoughts and opinions on meeting topics should contact the Superintendent's office at 952-707-2005 to schedule a meeting with the Superintendent or member of her leadership team.

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	104
2. Approve Personnel Recommendations	108
3. Adopt a Resolution to Accept Donations	109
4. Approve Payroll, Expenditures, Receipts and Investments	111
5. Receive a Report on the Listening Session	164
6. Approve, on a Second Reading Basis, Changes to Policies 202: <i>School Board Officers</i> ; and 203.2 <i>Order of the Regular School Board Meeting</i>	165
7. Approve Scheduling a Special Workshop on Dec. 10	171
8. Approve Signing the Final Application of an Extended Field Trip to Greece February 21-March 1, 2020	172
9. Approve Signing the Final Application of an Extended Field Trip to Puerto Rico Feb. 28-March 4, 2020	173
B. New Business	
1. Adopt a Resolution Canvassing Returns of Votes of School District Special Election Presenter: Lisa Rider, Executive Director of Business Services	174
2. Approve, on a First Reading Basis, Policy 613: <i>Graduation Requirements Policy</i> Presenter: Imina Oftedahl, Director of Curriculum, Instruction and Assessment	186
3. Approve Scheduling a Public Hearing on December 4 regarding School Closings	192
V. Adjourn to a Workshop	
A. Advanced Learning Presenter: Imina Oftedahl, Director of Curriculum, Instruction and Assessment	193
B. Discuss the Superintendent Job Description Presenter: Director Eric Miller	212
VI. Adjourn to a Closed Session as Permitted by Minnesota Statute 13D.03 to Discuss ISD 191's Labor Negotiation Strategy	

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**Agenda III.A.1.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Vicki Roy

Date: November 8, 2019

Re: Report on Read for the Record

Receive a report on Read for the Record from Vicki Roy.

Read for the Record - 2019



Thanks to Our Readers

- Mn. First Lady Gwen Walz
- Supt. Theresa Battle
- Melissa Archambault
- Robbie Bunnell
- Burnsville Lions
- Dick Bonin
- Michelle Feldhake
- Sharon Heikkila
- Anita Johnson
- Kathi Junker
- Peg Knudsen
- Jerry Martinek
- Marlene Martinek
- Cyndy Olsen
- Barb Snyder
- Don Snyder
- Melody Stockton
- Rep. Hunter Cantrell
- State Sen. Jim Carlson
- Doug Daniel
- Jack Deyoe
- Zach Duckworth
- Bob Erickson
- Kari Fandrich
- Steve Fiebiger
- Faye Finn
- Steve Finn
- Pat Flynn
- Pauline Halpenny
- Jennifer Harmening
- Ed Heller
- Rep. Jon Koznick
- Brad Larson
- Melanie Mesko Lee
- Terry Lind
- State Sen. Matt Little
- Rep. Alice Mann
- Rep. Sandra Masin
- Metro State Students
- Rannessa Tsinnijinnie
- Nasra Noor
- Abida Omer
- Yasmin Abdi
- Hoda Sheikh
- Emily Bethke
- Mackinzie Jones
- Maryama Iman
- Warsan Abdi
- Hayat Hashi
- Asst. Ed. Comm. Heather Mueller
- Donna Nesbitt
- Dave Osberg
- Jason Polinski
- Dr. Art Rolnick
- Don Stenger
- Melody Stockton
- Mary Jane Swenson
- Richard Tucker
- Liz Vaught
- Mayor Janet Williams
- Court Winjum

Minnesota's First Lady Gwen Walz

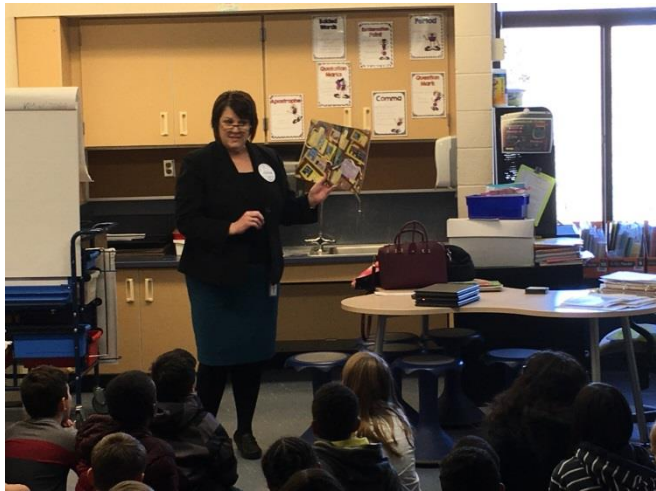


ISD 191 Photos



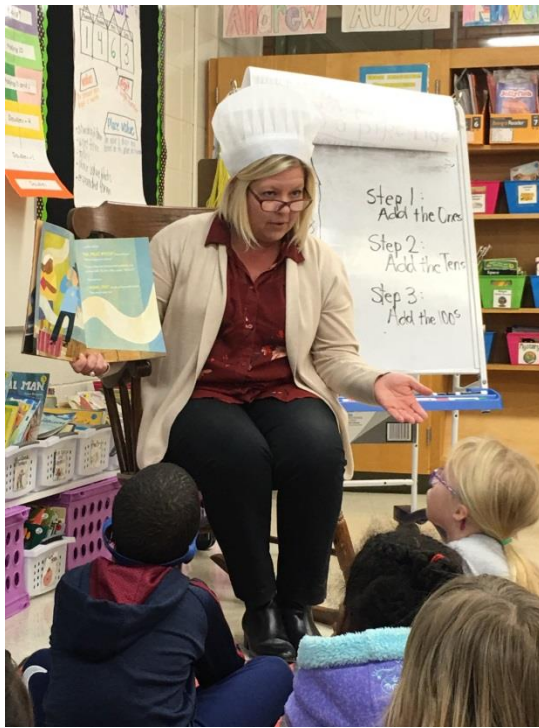


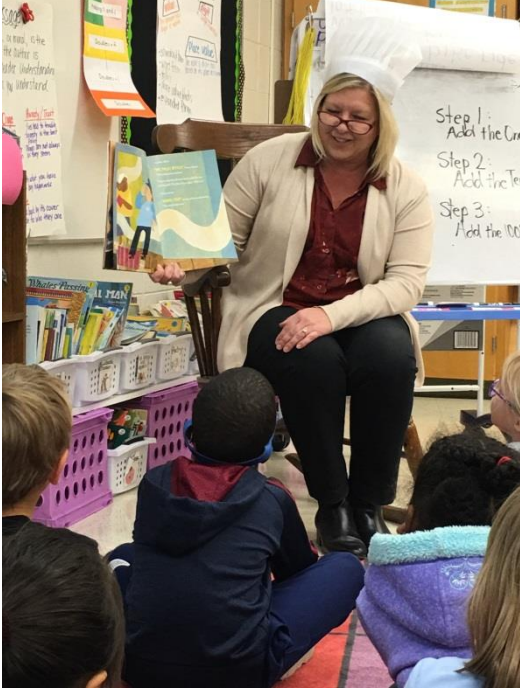




10







12







14





15



Thanks to Our Photographers

Laurie Anderson

Cindy Check

Jen Green

Krissi Kacmaryaski

Kristi Myers

Rob Roy

Vicki Roy

Tom Umhoeffer

**Thanks to all
the kids
who read with
us this year!**



**Agenda III.B.1.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Lisa Rider, executive director of business services

Date: November 8, 2019

Re: Receive a Report on Fall Enrollment

Receive a report on Fall Enrollment from Lisa Rider, executive director of business services.



ISD 191

2019-2020 Report on Enrollment

Future Ready. Community Strong.

Overview of Presentation

2

1. Current Reality

Fall October 1, 2019 Population

Fall October 1, 2019 Composition

2. Look Back to Past Data 2018-2019 and Prior

3. Fall October 1 Enrollment Trend Data

Fall October 1, 2019 Population

Fall October 1, 2019 Population

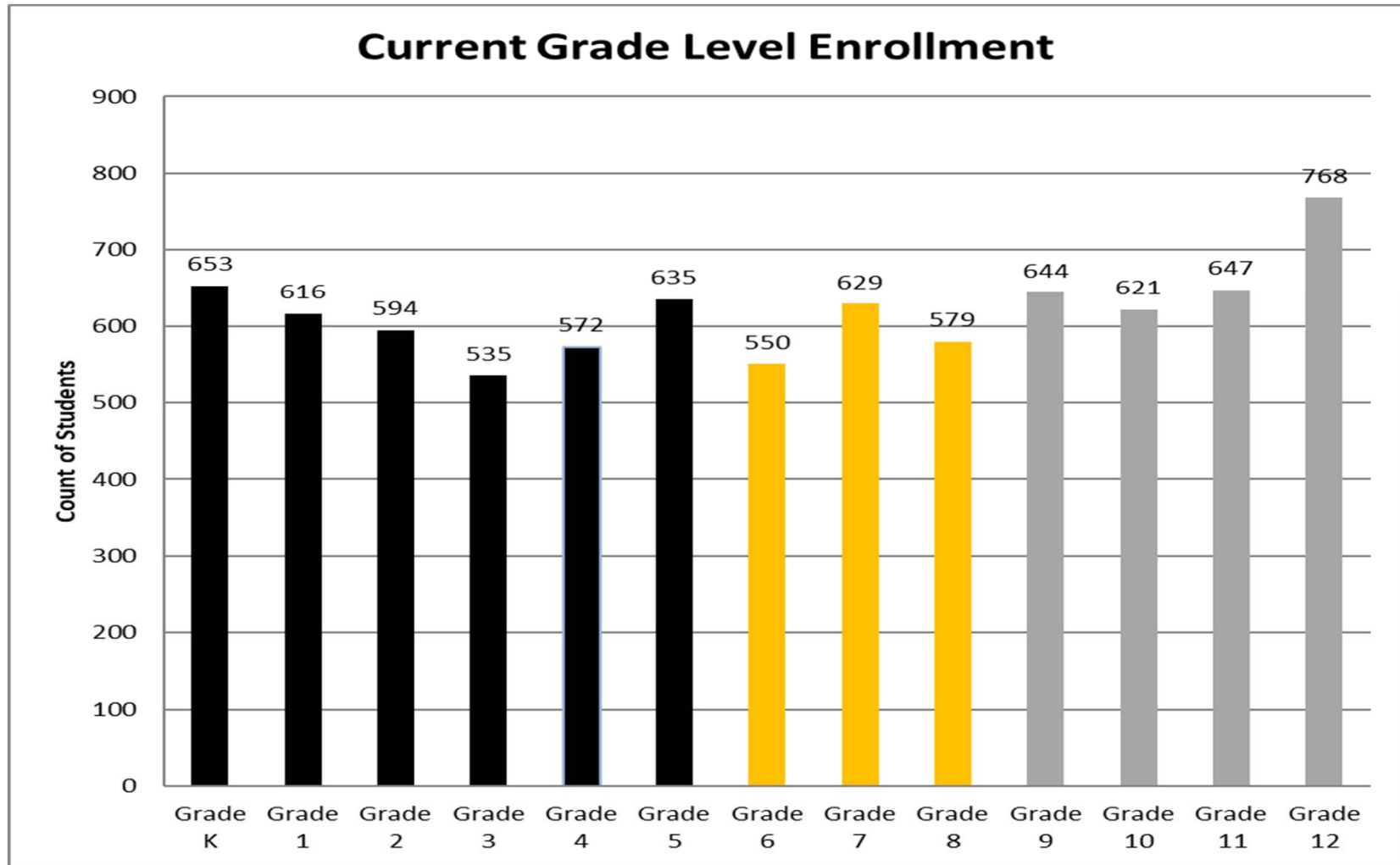
4

Grade Level	Fall October 1, 2019
Early Education	526
Elementary	3,605
Secondary	4,438
Total	8,569

2019-20 Grade Level Enrollment - Oct 1

8,043 K-12

5



District Seat Count as of 10/1/2019.

Elementary

Middle School

Secondary

Definition of Enrollment Terms

6

Fall Enrollment

Fall enrollment count is based on the number of students enrolled over October 1 of that current school year. This does not include any other calculated formulas, averages, or extended time programming.

End of Year Enrollment

Is a calculation at the end of the school year that takes into consideration all enrollments (whether full year or part of the year) and includes students enrolled in extended day and extended year (outside of the regular school day and year). The calculation is also referred to as the average daily membership (ADM).

Fall October 1, 2019 Population

Grade Level	Fall October 1, 2019	Budget FY20 Year End Estimates	Difference to address in Revised FY20 Budget
Early Education	526	274	-11 *
Elementary	3,605	3,661	-56
Secondary	4,438	4,492	-54
Total	8,569	8,427	-121

* Early Education Fall data is a headcount which equates to approximately .5 of 1.0 ADM (Average Daily Membership) at year end for funding purposes. (526*.50=263 compared to 274)

Current Reality - Fall October 1, 2019 Composition

Current Reality - Fall 2019 Enrollment Composition

K-12

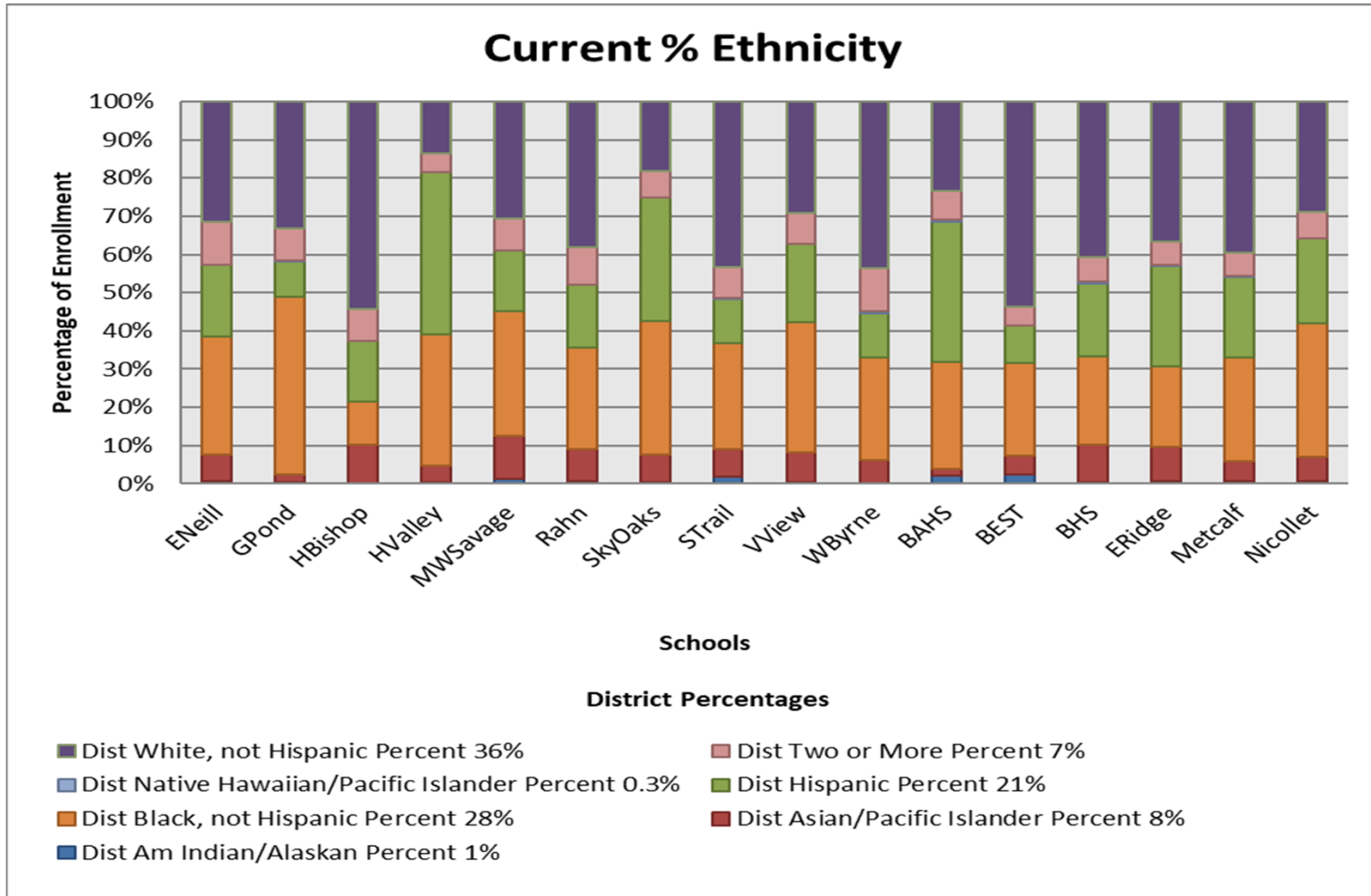
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K-12 Enrollment 2019-2020	8,043	
ETHNICITY	COUNT	PERCENTAGE
White, not Hispanic	2,898	36%
Two or More	586	7%
Native Hawaiian/Pacific Islander	21	LESS THAN 1%
Hispanic	1,658	21%
Black, not Hispanic	2,212	27%
Asian/Pacific Islander	621	8%
Am Indian/Alaskan	47	LESS THAN 1%
ADDITIONAL SERVICES		
Special Education Services Eligible	1,230	15%
Limited English Proficiency Eligible	1,562	19%
Free/Reduced Meal Eligible	3,947	49%

27

% of Student Ethnicity by Building

K-12



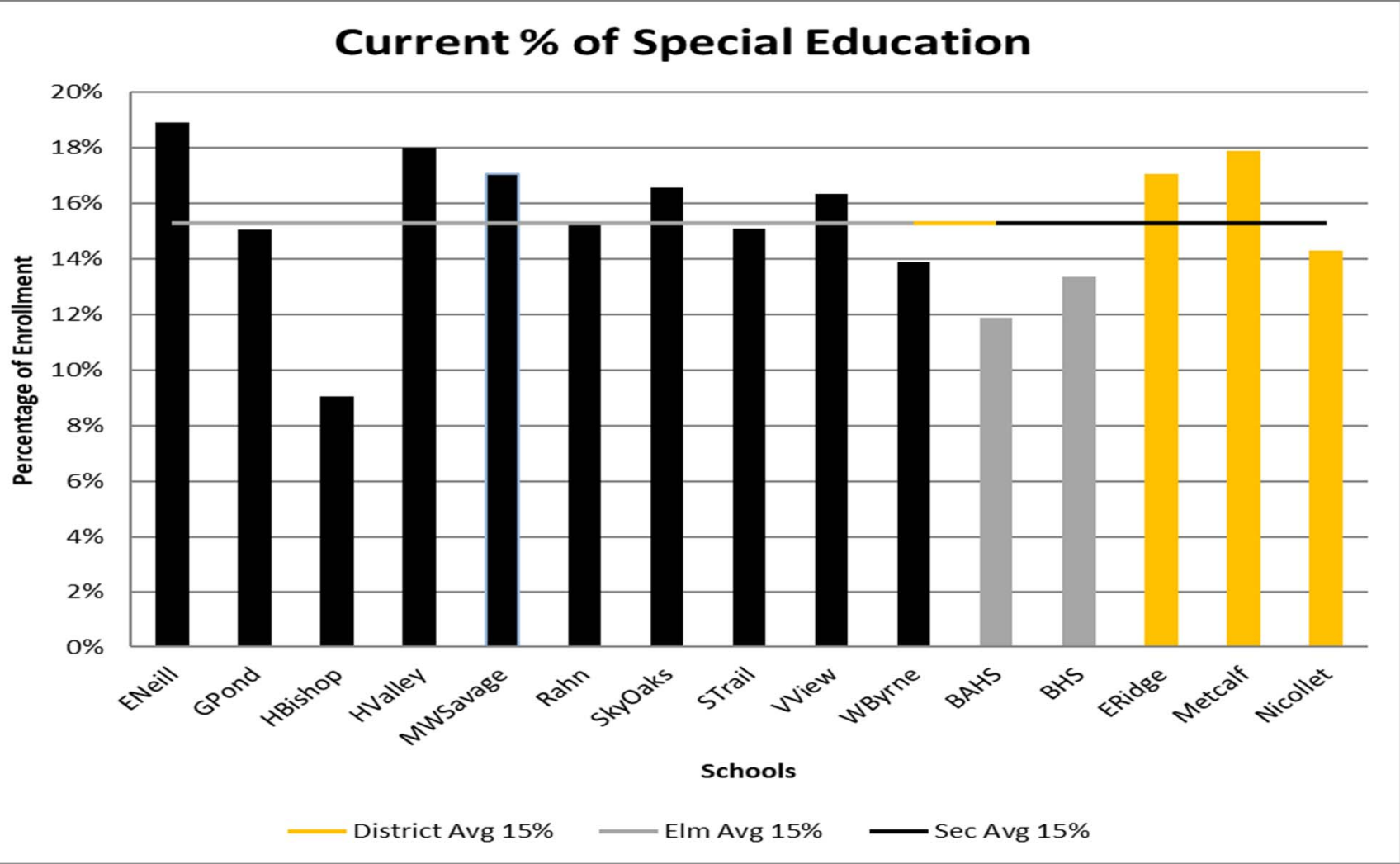
Preliminary MDE Fall Count as of 10/1/2019.

% Students Served Special Education by Building

including District, Elementary, and Secondary Average

K-12

11



29

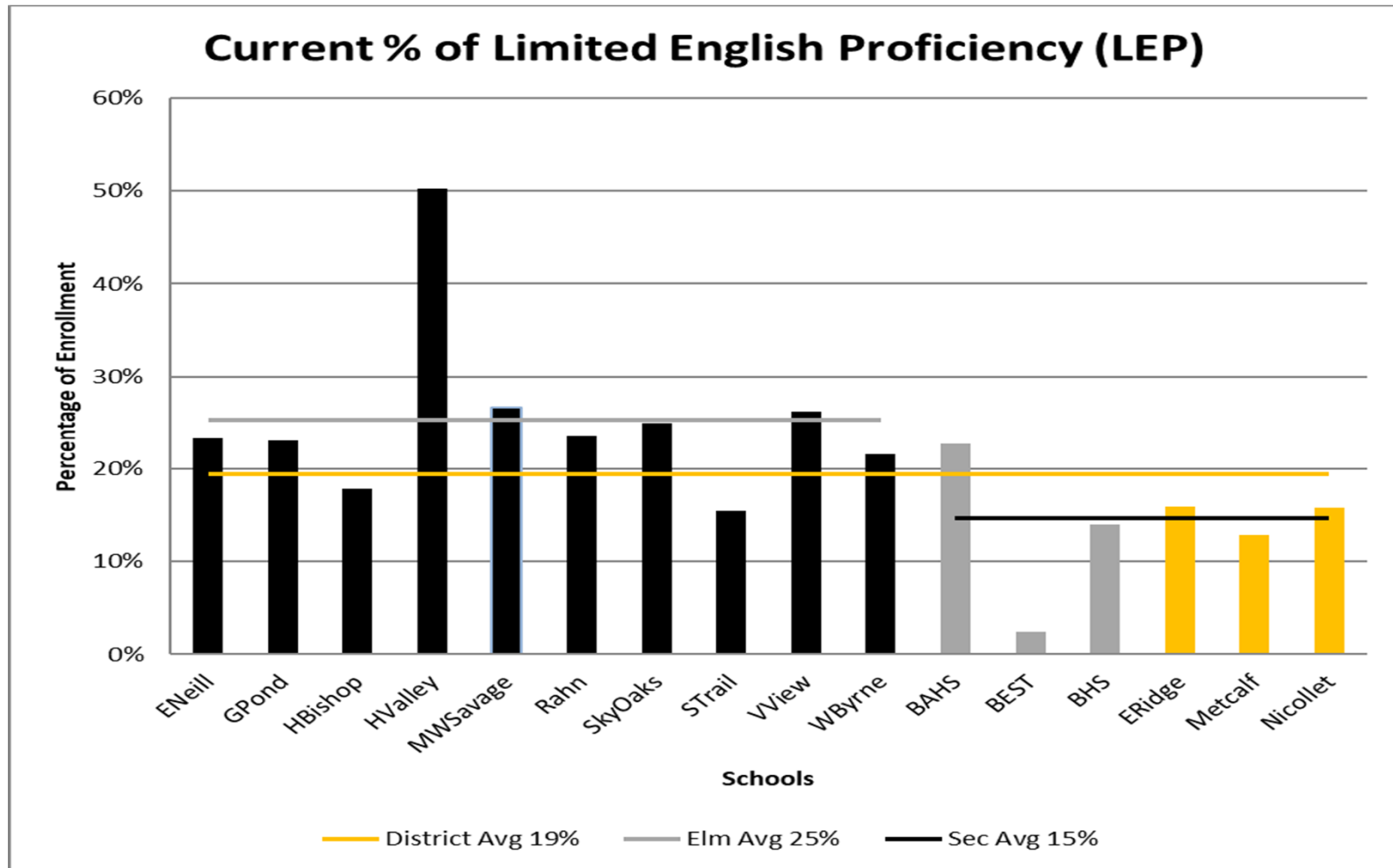
Preliminary MDE Fall Count as of 10/1/2019.

% Eligible Limited English Proficiency Students by Building

including District, Elementary, and Secondary Average

K-12

12

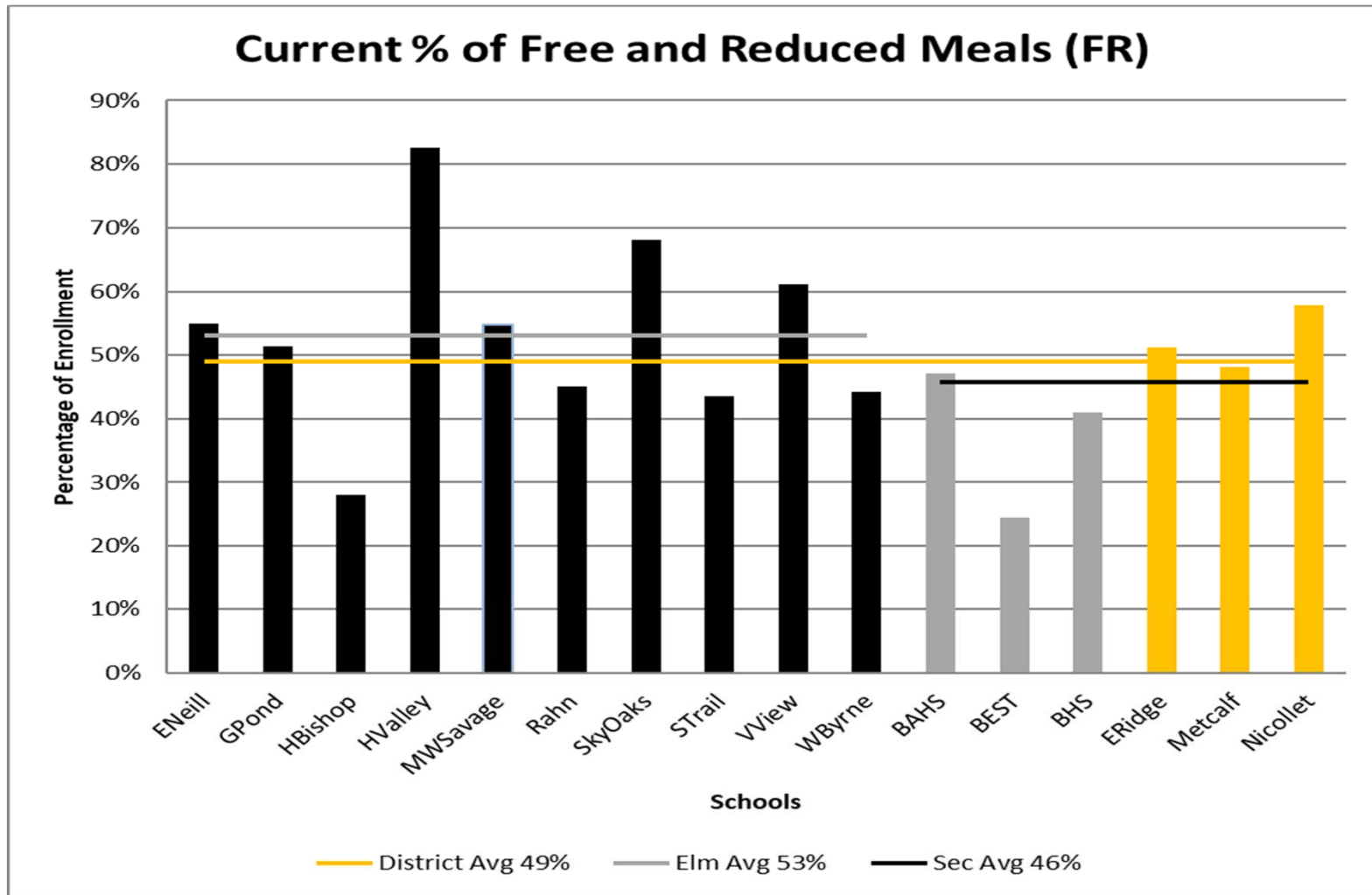


Preliminary MDE Fall Count as of 10/1/2019.

30

% Students Served Free & Reduced Eligible by Building with District, Elementary, and Secondary Average

K-12



Preliminary MDE Fall Count as of 10/1/2019.

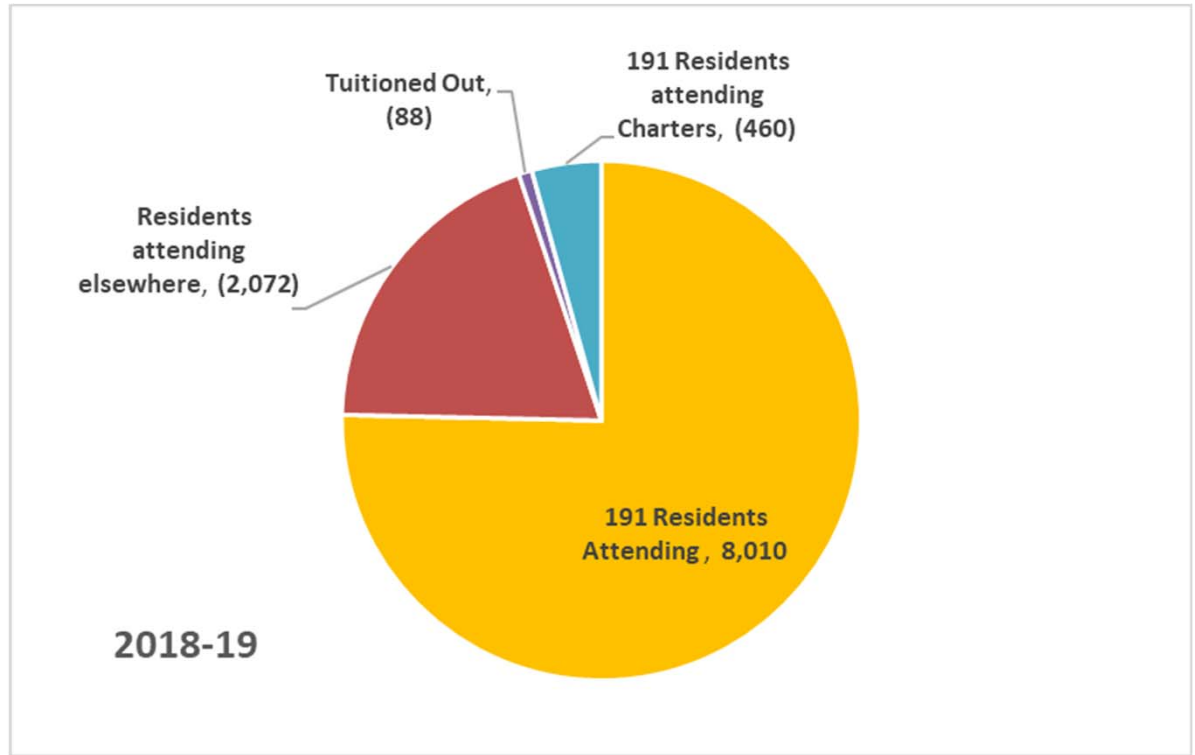
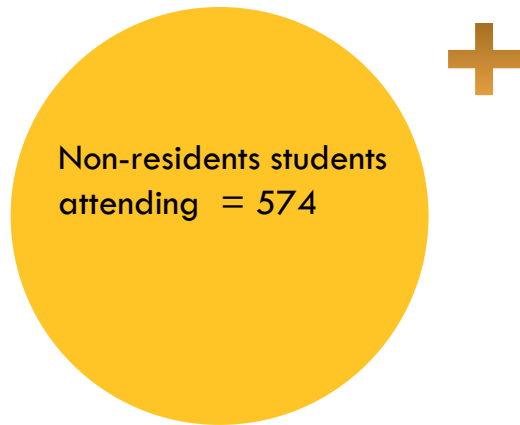
A Look Back To Past Data

Summary of Residents/Non-Residents

SUMMARY OF RESIDENTS/NON-RESIDENTS	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
191 Residents Total	10,476	10,504	10,404	10,453	10,491	10,645	10,652	10,707	10,545	10,630
191 Residents Attending	9,274	9,189	8,968	8,901	8,782	8,692	8,507	8,459	8,182	8,010
191 Residents Attending Elsewhere	1,202	1,314	1,436	1,552	1,709	1,953	2,145	2,248	2,363	2,620
Open Enrolled Out										
Residents attending elsewhere	(894)	(992)	(1,136)	(1,252)	(1,405)	(1,632)	(1,807)	(1,900)	(1,942)	(2,072)
Open enrolled In										
Non-Residents attending 191	503	538	564	622	638	558	560	570	566	574
Difference	(391)	(454)	(572)	(630)	(767)	(1,074)	(1,247)	(1,330)	(1,376)	(1,498)
Tuitioned Out	(62)	(59)	(53)	(56)	(54)	(59)	(53)	(79)	(84)	(88)
191 Residents attending Charters	(247)	(264)	(247)	(244)	(250)	(262)	(285)	(269)	(337)	(460)

School Choice 2018-2019 PK-12

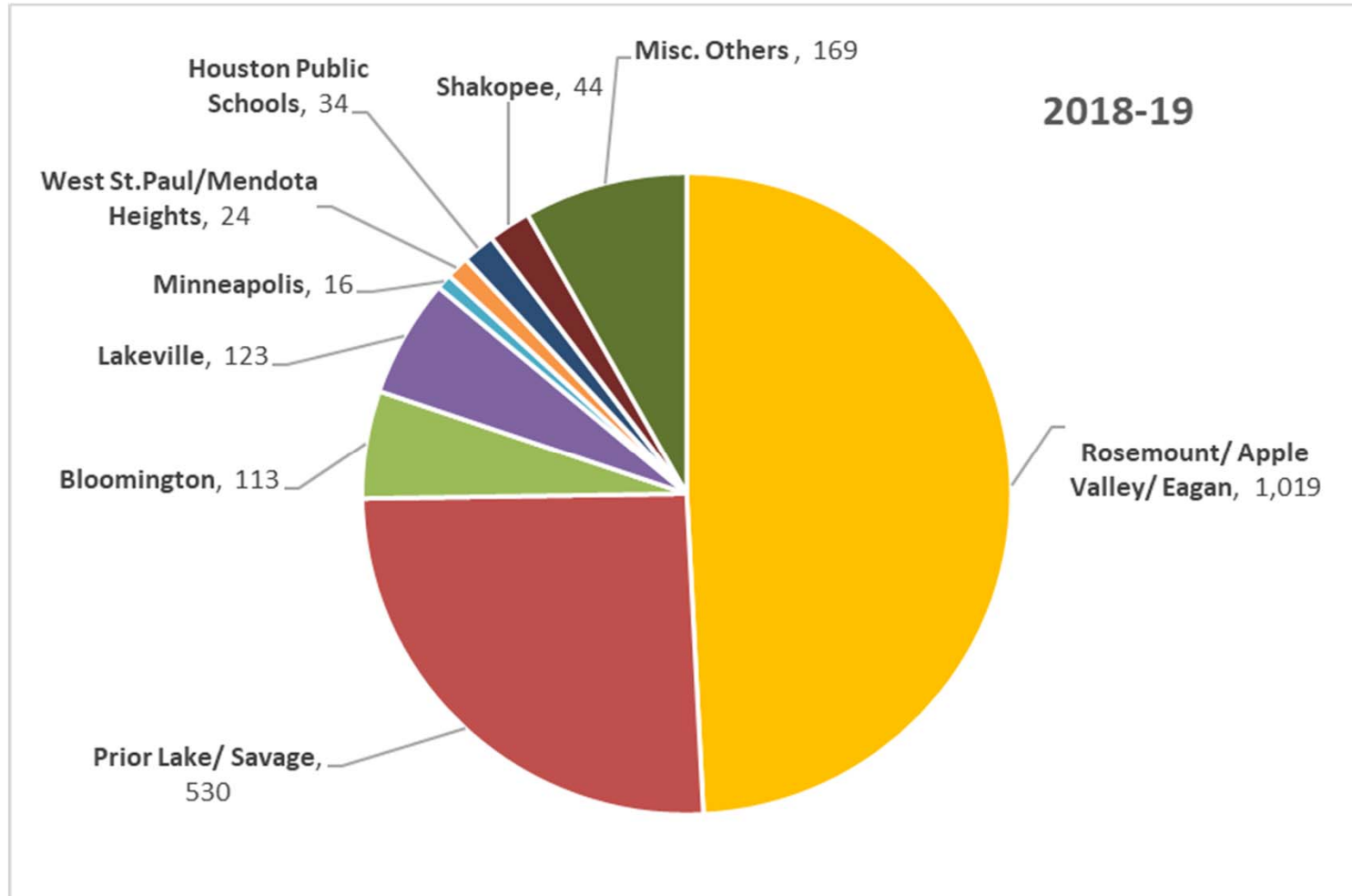
Total Students Served of 8,584 includes 8,010 of residents and 574 of Non-residents.



* Includes ONE91 students served through District 917
Finalized MDE 2018-19 End Of Year Counts

School Choice 2018-2019 PK-12

2,072 Resident students served at other public schools



Finalized MDE 2018-19 End Of Year Counts

Summary of Residents attending Elsewhere

Residents Attending Other Districts (Open Enrollment-Out) Students Attending					
District	Students				
	2014-15	2015-16	2016-17	2017-18	2018-19
Rosemount/ Apple Valley/ Eagan	855	962	931	968	1,019
Prior Lake/ Savage	408	455	503	487	530
Bloomington	70	70	86	111	113
Lakeville	95	106	124	126	123
Minneapolis	12	16	13	17	16
West St.Paul/Mendota Heights	25	23	33	28	24
Houston Public Schools	24	24	36	26	34
Shakopee	22	22	34	39	44
Misc. Others	88	129	140	140	169
	1,632	1,807	1,900	1,942	2,072
Residents Attending Charter Schools- Over 15 Students Attending					
District	Students				
	2014-15	2015-16	2016-17	2017-18	2018-19
Paideia	42.49	33.81	0	0	0
Seven Hills Classical Academy	47.45	55.47	54.82	61.00	70.00
Minnesota Transitions Charter School	36.01	40.95	36.13	43.00	39.00
Aspen Academy	49.17	40.93	59.03	93.00	123.00
Higher Ground	13.71	20.16	20.29	16.00	18.00
Eagle Ridge Academy	15.00	11.14	17.71	23.00	28.00
FIT Academy				19.00	31.00
Gateway STEM Academy					45.00
Tuitioned Out	59.00	53.00	78.54	84.00	88.00
Tuitioned In	1.00	1.00	1.59	1.00	0.50

Summary of Residents attending Non-Public Schools

Residents Attending Non-Public Schools					
School	Students				
	2014-15	2015-16	2016-17	2017-18	2018-19
Total	843	803	819	858	816
Including but not all inclusive:					
Homeschool	223	242	239	246	244
St. John's	205	206	206	217	194
Holy Angels	63	64	48	46	40
Blake	3	3	3	3	2
Bethany	21	16	14	13	11
Minnehaha Academy	20	20	26	22	25
Life Academy	14	10	10	3	14
Trinity School at River Ridge				39	31
Good Shepherd Lutheran Church				29	35
First Baptist				22	18
Faithful Shepherd Catholic School				24	32

Fall October 1 Trend Data

Early Education Students –

Programming expanding to educate more Pre-Kindergarten children in ONE91

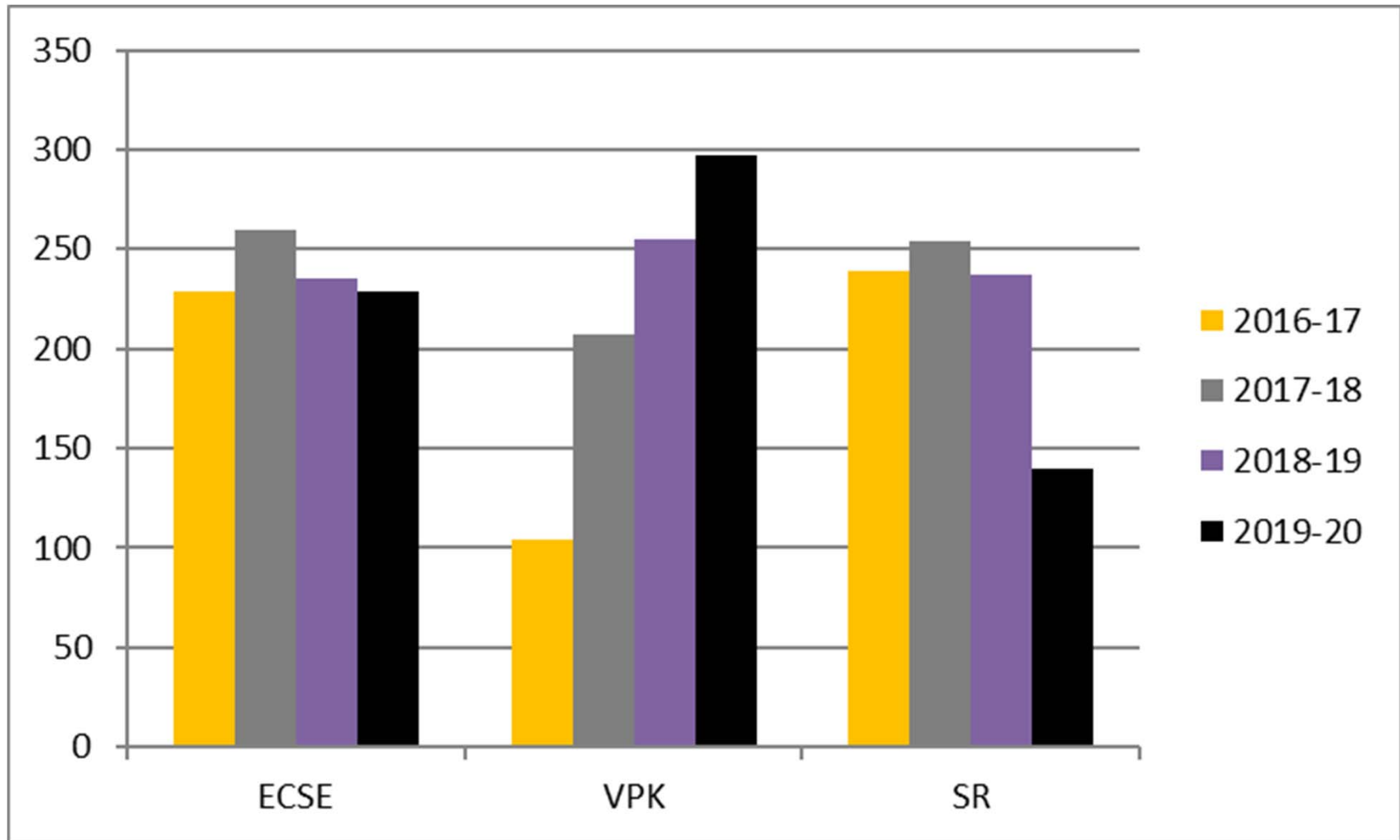
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□ Early Ed Students are:

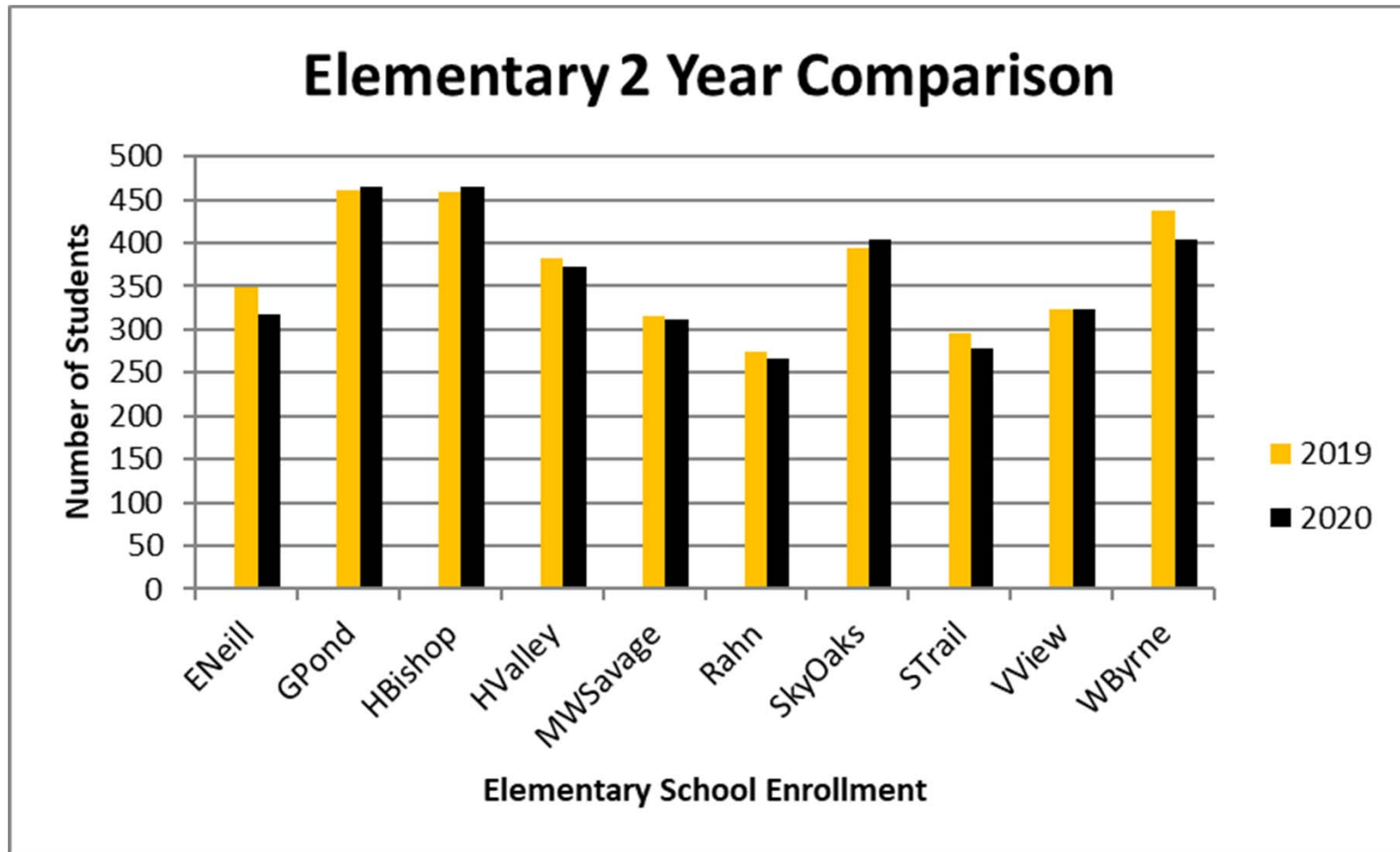
- Early Childhood Special Education (ECSE) – Funded by State & Federal Funds (General Fund)
- Voluntary Pre-Kindergarten (VPK) – Funded by State Grant (General Fund)
- School Readiness (SR) – Funded by Tuition and State Pathways Scholarships (Community Education)

Early Ed- 3 Yr Comparison October 1 Seat Count Fall 2016 to Fall 2019

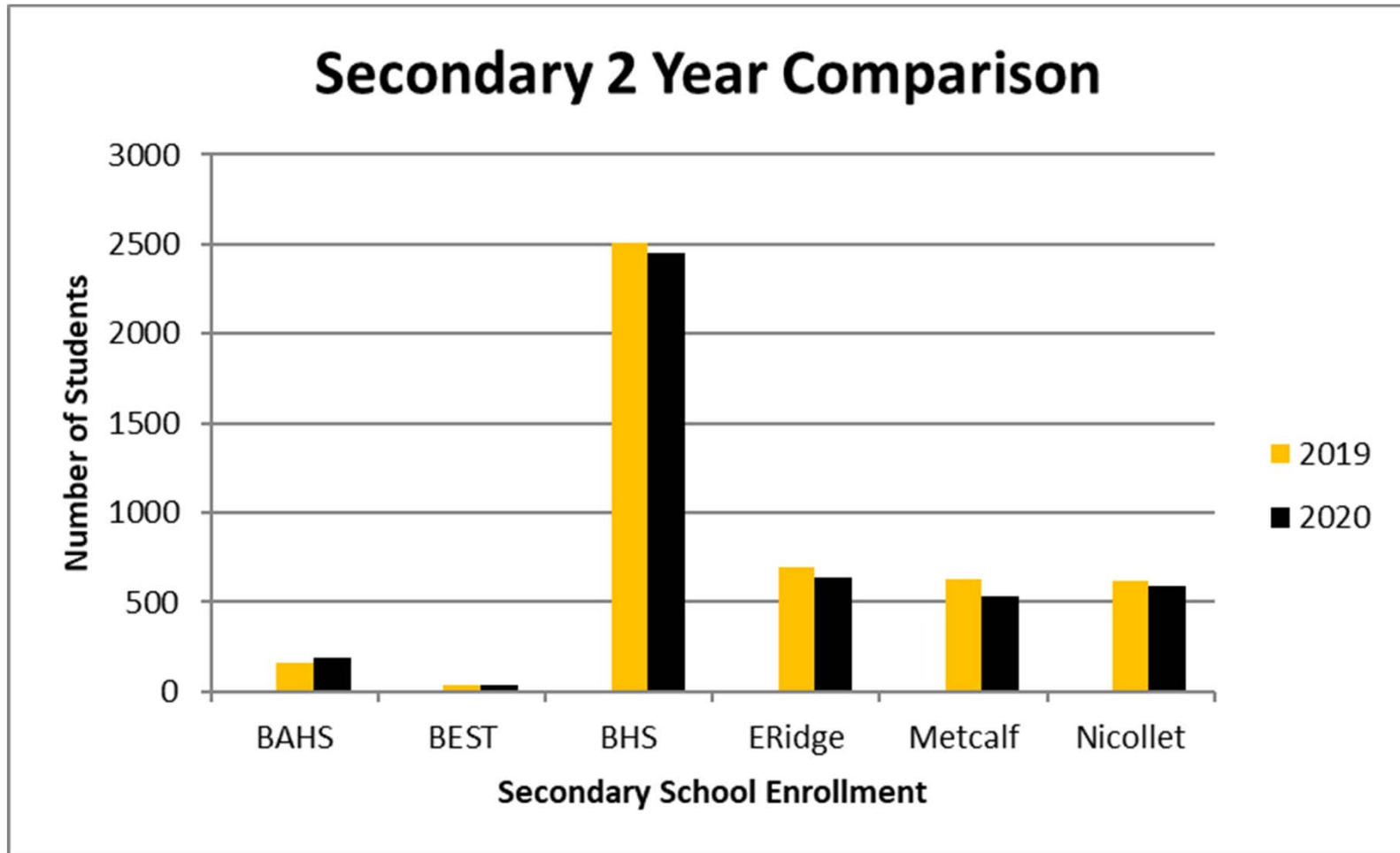
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Elementary- 2-Yr Comparison October 1 Seat Count FY2019 to FY2020 Grades K-5



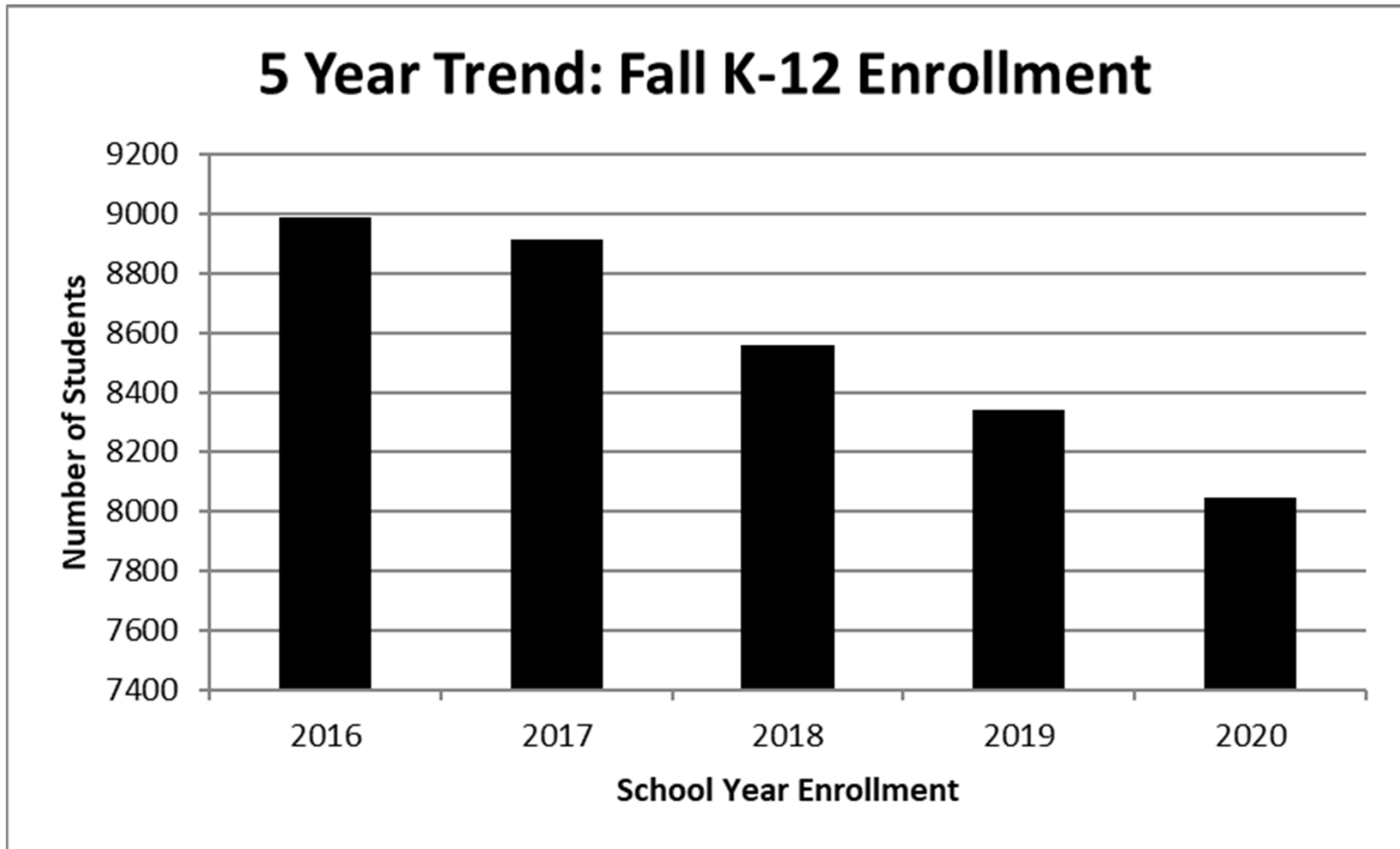
Secondary- 2-Yr Comparison October 1 Seat Count FY2019 to FY2020 Grades 6-12



Historical Enrollment Data- Oct 1

Grades K-12

25



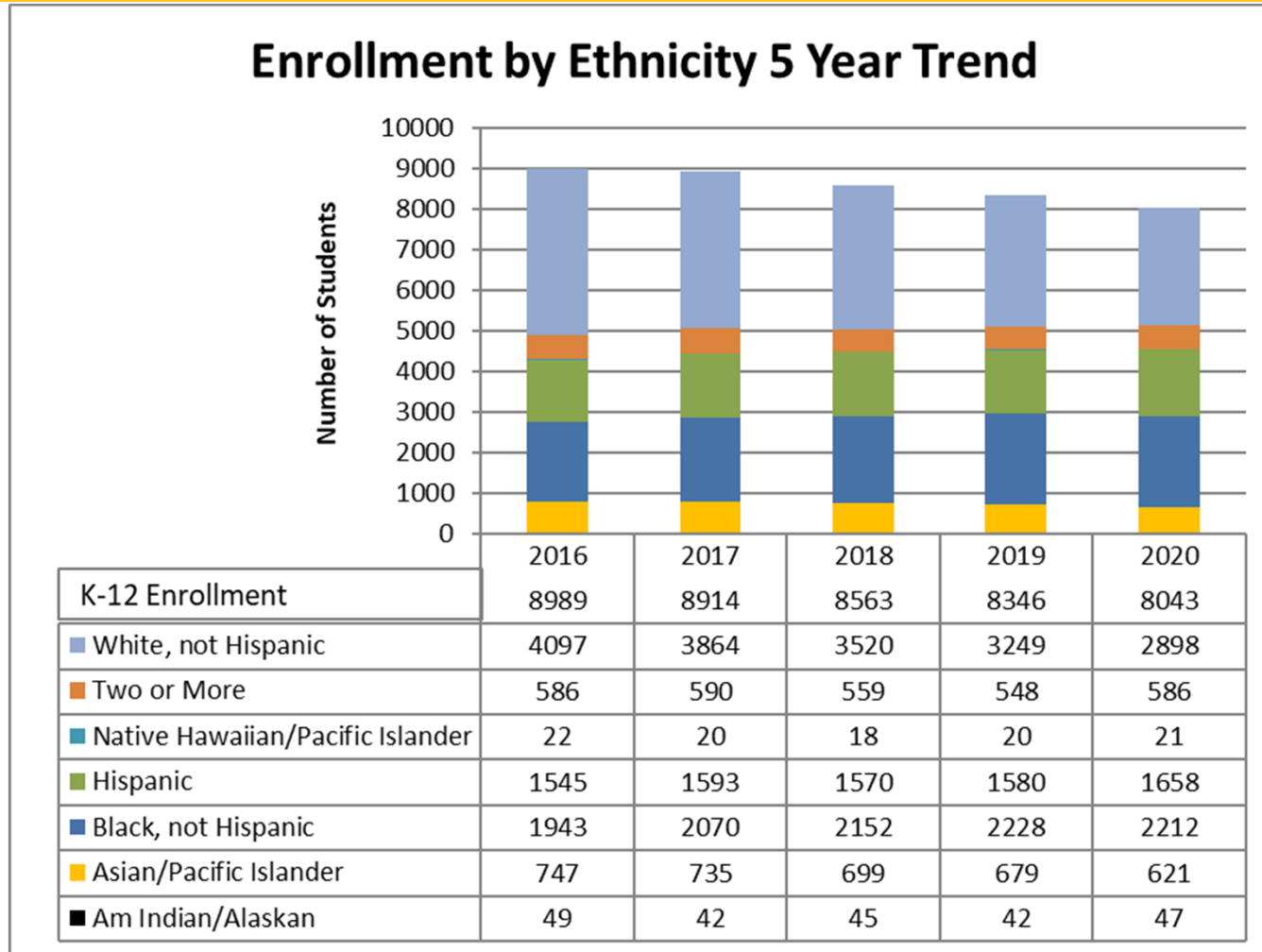
* 2016-19 Finalized MDE Fall Counts

**2019-20 Preliminary MDE Fall Counts

District Composition

Enrollment by Ethnicity Five Year Trend

K-12



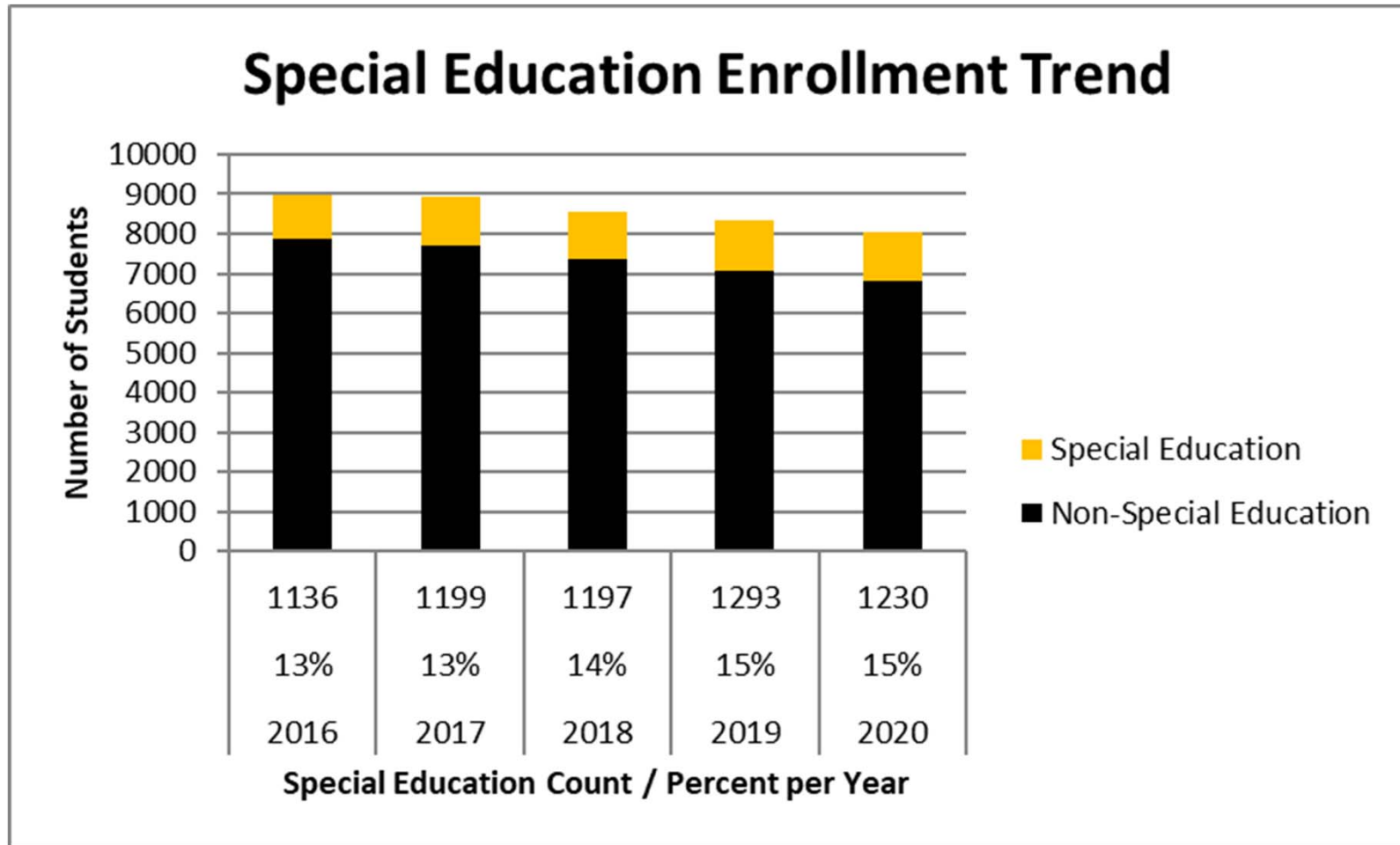
* 2016-19 Finalized MDE Fall Counts

**2019-20 Preliminary MDE Fall Counts

District Composition

% Special Education Enrollment

K-12



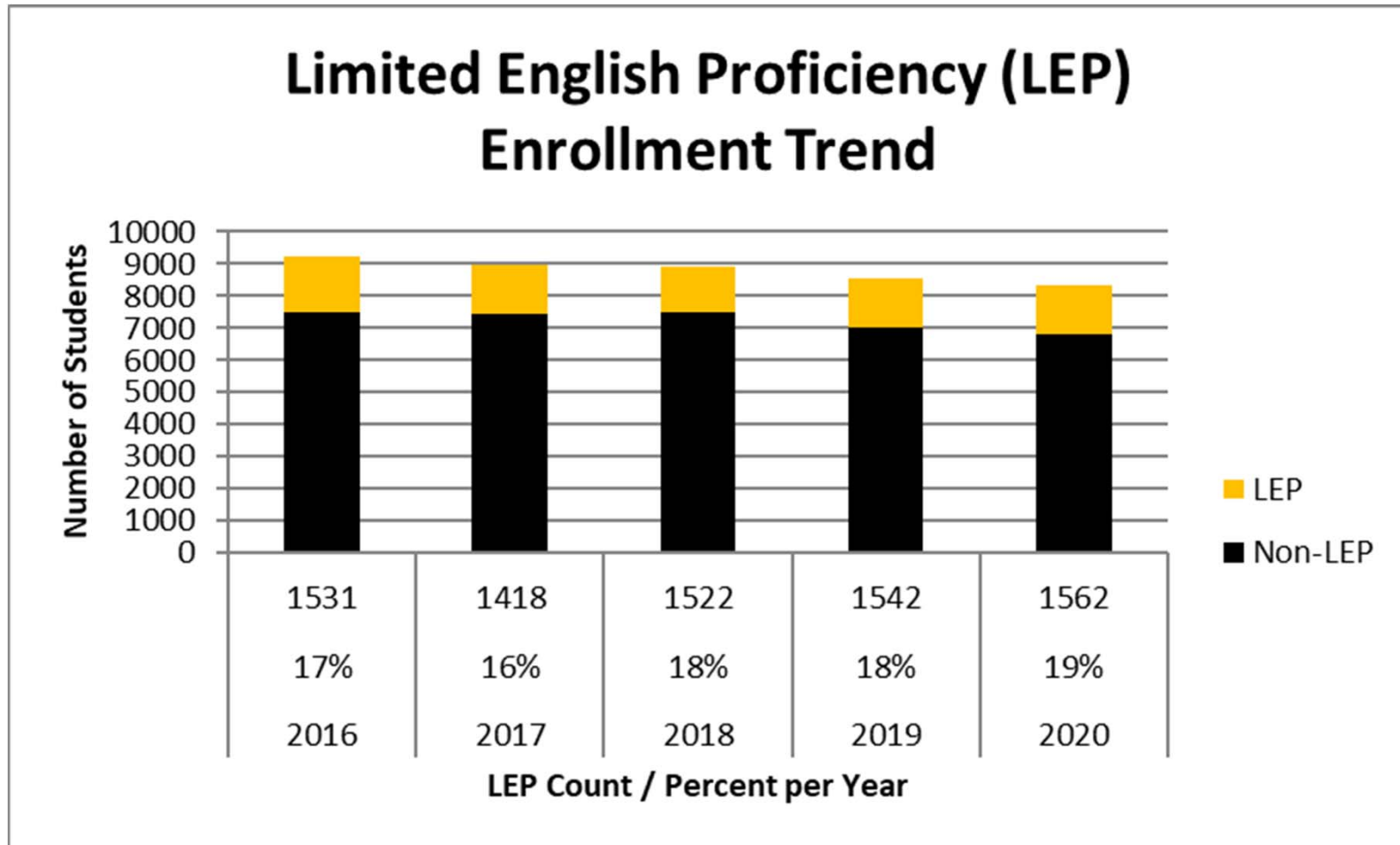
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**2019-20 Preliminary MDE Fall Counts

District Composition K-12

Limited English Proficiency Enrollment Trend

K-12



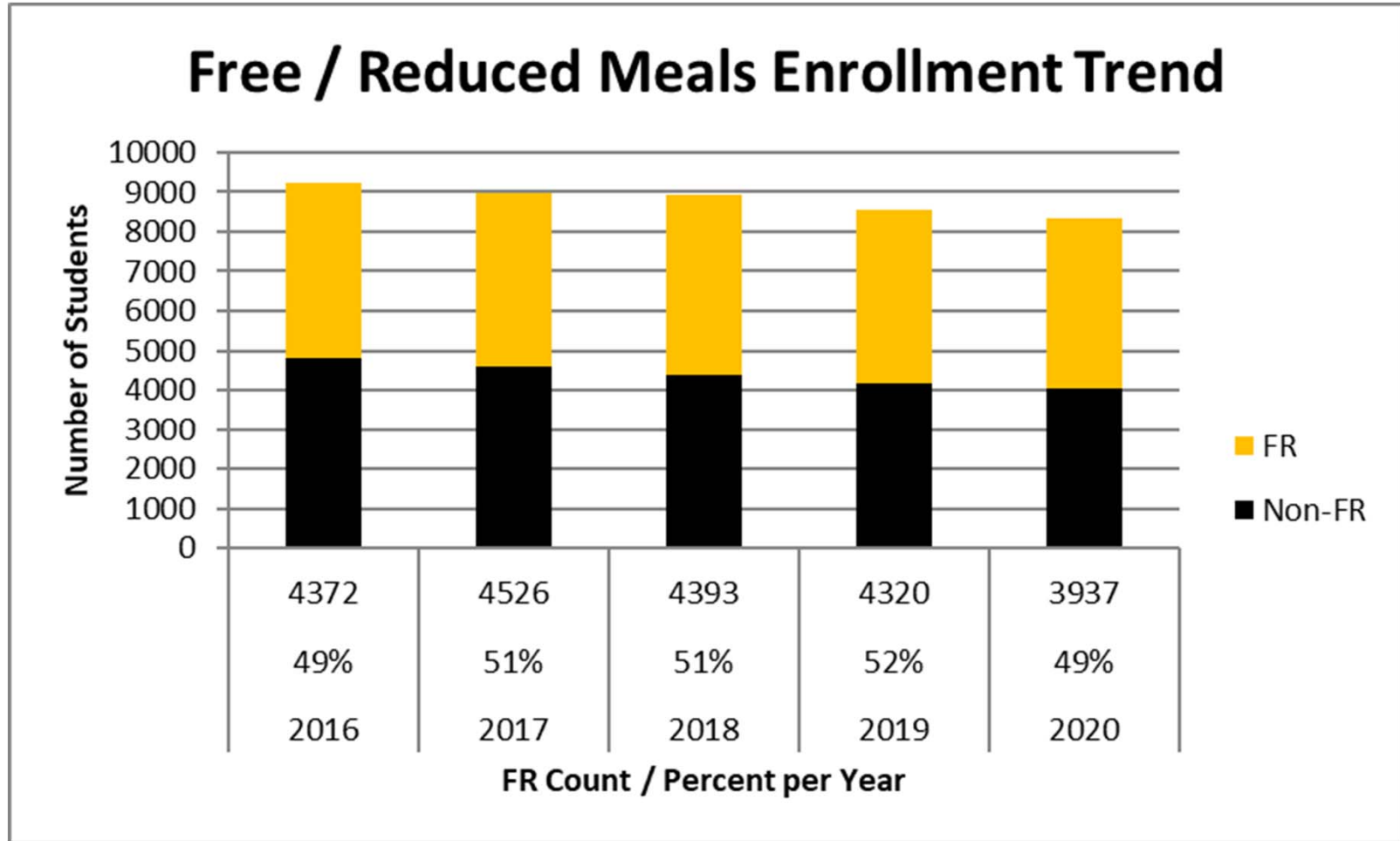
* 2016-19 Finalized MDE Fall Counts

**2019-20 Preliminary MDE Fall Counts

District Composition

% Free and Reduced Eligibility Trend

K-12



* 2016-2019 Finalized MDE Fall Counts

**2019-2020 Preliminary MDE Fall Counts: Numbers as of 10/1/2019

THANK YOU

District **ONE91**

Future Ready. Community Strong.



**Agenda III.B.2.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Aaron Tinklenberg, director of communications and Wes Drey, communications coordinator

Date: November 8, 2019

Re: Receive a Report on the Plan to Brand and Market our District to Increase Student Enrollment

Receive a report on the Plan to Brand and Market our District to Increase Student Enrollment from Aaron Tinklenberg, director of communications and Wes Drey, communications coordinator.



ONE91
Burnsville · Eagan · Savage



Marketing Plan 2019-21

Future Ready. Community Strong.

Overview

- What we know
- Goals
- A New Approach
- Themes & Examples
- Opportunity Knocks

Research

- Outbound parent survey (Spring 2018)
- Elementary Parent Survey (Online, Annually)
- Morris-Leatherman Community Survey (Spring 2019, Levy focus)
- Enrollment data

Key Findings

- Touchpoints/Experiences are key to making an impact
- Middle school reputations are hurting
- Need to reach parents early; focus on keeping ours first
- Awareness of Vision One91 has diminished

Goals

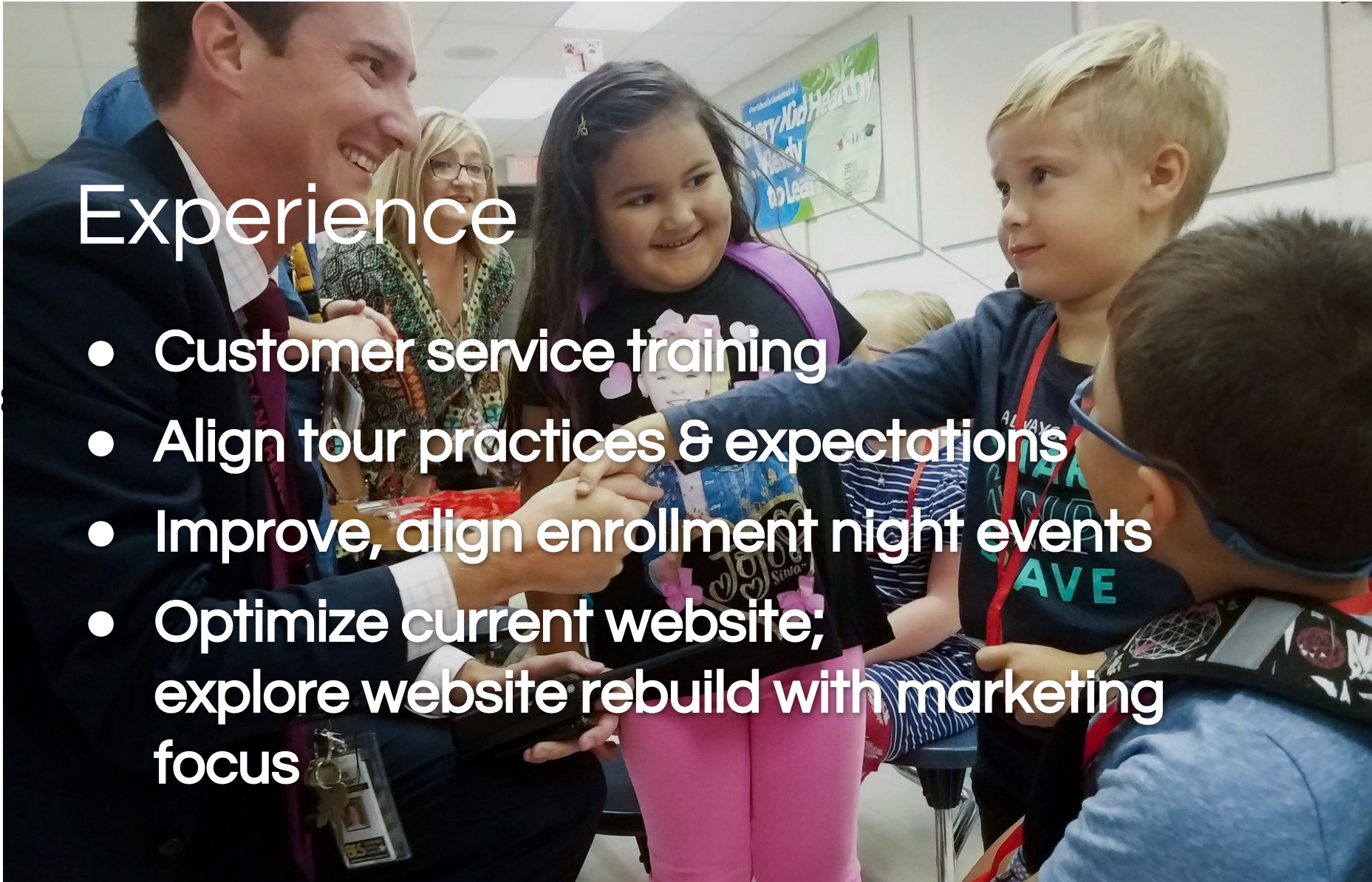
- Foster a sense of pride among students, staff, families & community members
- Maintain or increase district enrollment capture rate, focusing on resident students
- Improve the reputation of the district and its schools

Approach

- Targeted, strategic marketing
- Specific audiences
- Key decision-making times
- Three Themes
 - Experience
 - Outreach
 - Pride

Experience

- Customer service training
- Align tour practices & expectations
- Improve, align enrollment night events
- Optimize current website; explore website rebuild with marketing focus



Outreach

- Automated drip campaigns
- Webinars for kindergarten, middle school, high school
- New collateral for each level
- Mailings/events for students approaching transition points

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**KINDERGARTEN
IN ONE91**

Smiles are part of the curriculum

**KINDERGARTEN
INFORMATION WEBINAR**

Hear from One91 staff about the wonderful world of kindergarten in One91, including what students learn in a typical day of kindergarten. Registration information will be available soon at isd191.org/kindergarten.

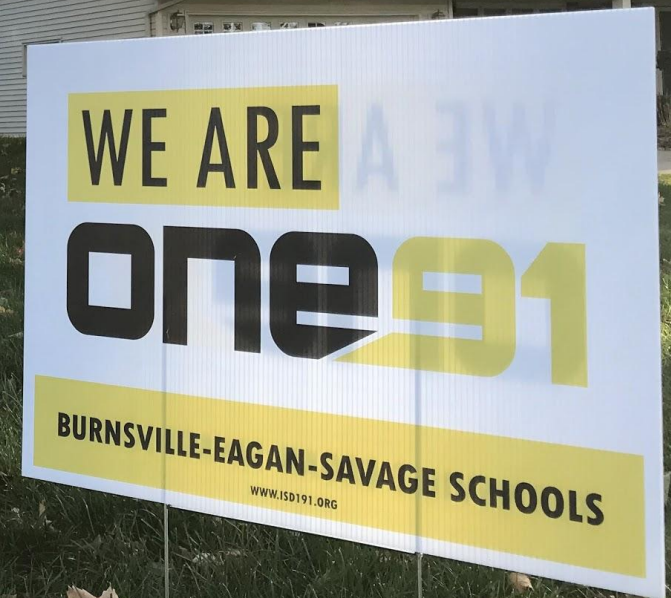
**NOVEMBER
21**

1-2 P.M.

District **one91**
Future Ready. Community Strong.

Pride

- We Are One91 materials, welcome packets
- We Are One91 personal story videos: Who we are one person at a time
- We Are One91 featurette videos



Content Supports

- Changing content strategy
- Not journalism
- Not (only) “getting the good news out”
- Stories centered around people and ideas, not only events
- Content marketing that helps parents solve problems, answer questions

Content Supports

09

One91 Tips for Families ▶ PLAY ALL



Typical Day in Kindergarten
Burnsville-Eagan-Savage ISD 1...
202 views • 9 months ago
CC



Making Friends in Kindergarten
Burnsville-Eagan-Savage ISD 1...
107 views • 8 months ago
CC



Back to School Advice from Students
Burnsville-Eagan-Savage ISD 1...
20 views • 2 months ago

Opportunity Knocks

- Period of Transformation
- Reintroduce District 191

THANKYOU
one91



**Agenda III.B.3.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Dr. Roger Worner, Roger Worner Associates, Inc.

Date: November 8, 2019

Re: Receive a Report Regarding the Recommendation to Close Schools
Receive a report regarding the Recommendation to Close Schools from Dr. Roger Worner.

Burnsville-Eagan-Savage District 191

Dr. Roger Worner
Project Consultant
November 2019

SCHOOL CLOSING STUDY AND ANALYSIS SEQUENCE

- **Conduct Organizational Analysis Study**
- **Post Organizational Analysis Study on District Website**
- **Conduct Community Engagement Meetings (8)**
 - **Administration (1)**
 - **Design Team (1)**
 - **Middle School/Feeder Elementary Schools (3)**
 - **Cultural Groups (with Interpreters) (2)**
 - **Other Community (1)**
- **Survey of Participants' Advice on Probable Cause**
- **Survey of Participants' Advice on Priority Factors**
- **Formulation of Consultant's Recommendations**

PROBABLE CAUSE FOR CONSIDERING THE CLOSING OF ONE OR MORE SCHOOL DISTRICT SCHOOLS

- **Community Engagement Meetings (Composite):**

- YES 260 (67.9%)
- NO 95 (24.8%)
- NO OPINION: 28 (7.3%)

- **Community Engagement Meetings (Individual)**

- % YES:
- 83.8%
- 82.5%
- 86.1%
- 63.4%
- 45.3%

- **Administrative Team Meeting:**

- YES (100.0%)
- NO (0.0%)

- **School Faculty Meetings (Composite):**

- YES 237 (93.3%)
- NO 11 (4.3%)
- NO OPINION 6 (2.4%)

- 14 school faculties had majority YES votes;
- 1 school faculty had majority NO votes

IMPORTANT FACTORS THAT SHOULD BE CONSIDERED WHEN CHOOSING SCHOOLS TO CLOSE

- **Has the smallest actual current enrollment.**
- **Has the smallest overall capacity (number of classrooms).**
- **Is closest to another school of the same level.**
- **Is oldest/has the greatest need for updating/has the greatest need for capital improvement.**
- **Is the least flexible for future programming.**
- **Is the least cost/effective or economical to operate.**
- **Has the lowest geographic risk of losing students to a nearby school district via open enrollment.**
- **Other**

RANKING OF FACTORS THAT SHOULD BE CONSIDERED WHEN CHOOSING SCHOOLS TO CLOSE

- **Community Engagement Meetings (Composite):**

- **Rank 1: smallest enrollment (69)**
- **Rank 2: oldest/greatest need (56)**
- **Rank 3: lowest geographic risk (41)**

- **Administrative Team Meeting:**

- **Rank 1: lowest geographic risk (6)**
- **Rank 2: least flexible for future programming (3)**
- **Rank 3: smallest overall capacity (2)**

- **School Faculty Meetings (Composite):**

- **Rank 1: lowest geographic risk (63)**
- **Rank 2: closest to another school (33)**
- **Rank 3: oldest/greatest need (29)**

PROJECT CONSULTANT'S RATING OF SCHOOL CLOSING FACTORS

Priority Factors

- **Rank 1: Geographic risk**
- **Rank 2: Oldest, least modern, least flexible**
- **Rank 3: Smallest capacity (See square footage)**
- **Rank 4: Smallest enrollment**
- **Rank 5: Least cost/effective; costly to operate**

PROJECT CONSULTANT'S CANDIDATES FOR SCHOOL CLOSURE

- **Elementary Schools:**

- **Marion W. Savage Elementary School**

- **Rahn Elementary School**

- **Sioux Trail Elementary**

- **Vista View Elementary**

- **Advisory Recommendations: Marion W. Savage and Sioux Trail Elementary Schools**

- **Middle Schools:**

- **Nicollet Middle School**

- **Eagle Ridge Middle School**

- **Metcalf Middle School**

- **Advisory Recommendation: Metcalf Middle School**

CONSULTANT'S RATIONALE FOR RECOMMENDATIONS

- **Rahn Elementary School eliminated from consideration due to geographic risk.**
- **Marion W. Savage was selected for recommendation to close due to: OLDEST, LEAST MODERN, LEAST FLEXIBLE; SMALLEST ENROLLMENT (3rd); LEAST COST/EFFECTIVE.**
- **Sioux Trail was selected for recommendation to close due to: SMALLER CAPACITY (3rd,T), SMALL ENROLLMENT (2); LEAST COST/EFFECTIVE (3).**
- **Metcalf Middle School was selected for recommendation to close due to: OLDEST; SMALLEST ENROLLMENT; LEAST COST/EFFECTIVE; SMALL CAPACITY (2) and factors for retaining other two middle schools.**

MEMORANDUM

November 14, 2019

To: Superintendent Dr. Theresa Battle and Members of the School Board

From: Dr. Roger B. Worner, Project Consultant/Facilitator, Roger Worner Associates, Inc.

Subject: Recommendations on School Closings, Burnsville-Eagan-Savage School District #191

ORGANIZATIONAL ANALYSIS STUDY

Baker Tilly Municipal Advisors, LLC, St. Paul, MN was engaged by the leadership of Burnsville-Eagan-Savage School District #191 to undertake an Organizational Analysis Study on behalf on the school district during the Spring of 2019. Baker Tilly representatives contracted with Roger Worner Associates, Inc. to conduct the formal study and tender recommendations to the Superintendent and School Board.

Drs. Roger and Kay Worner were engaged as the Organizational Analysis Study Consultants.

The four month study included analyses of the school district's enrollment/enrollment trends, finances, programs and services, staffing, and facilities. Methodologically, the study entailed interviews of School Board members, the Superintendent, key District Office administrators, building Principals, and random teaching staff members and students; document analysis; data analysis; select comparative data analyses; building tours; and numerous informal (non-interview) conversations with school and non-school personnel.

The study resulted in the preparation and delivery of a 57 page study document. The study report tendered 11 recommendations to the School Board and Superintendent. For the purposes of this memorandum, two of the

recommendations are particularly salient and a third recommendation is worthy of inclusion as it has, from the Project Consultants' perspectives, a bearing on the School Board's and Superintendent's decisions regarding future school closures and/or the timing of decision(s) regarding future school closures.

Then, for the purposes of this memorandum, the three salient recommendations are as follows:

- Close two elementary schools effective at the conclusion of the 2019-20 organizational year.
- Close one middle school effective at the conclusion of the 2019-20 organizational year.
- Market and sell the Diamondhead Education Center and relocate the facility's staff, programs, and services to the closed middle school as expeditiously as possible.

The recommendations were significantly and substantially predicated on (1) the school district's past enrollment decline, (2) the school district's future, projected enrollment decline, (3) the assessed under-utilization of the school district's elementary and middle level schools – leading to increased cost/ineffectiveness – resulting from past and future, projected enrollment decline; (4) a declining General Fund balance; and (5) past and future, projected General Fund budget reductions (cost cutting measures).

COMMUNITY ENGAGEMENT PROCESS

The Superintendent and School Board displayed a commitment to be fully transparent with its parents and publics about the contents of Organizational Analysis Study with particular focus on the possibility of school closures. Toward those ends, the school district posted the entire Organizational Analysis Study on its website. It also requested that the school district's administrative staff structure a series of community engagement meetings to provide parents and patrons the opportunity to learn more about the Organizational Analysis

Study with particular focus on the undergirding logic for the recommendations for closing two elementary and one middle level schools.

The school district engaged the services of Dr. Roger Worner, Roger Worner Associates, Inc., to serve as the community engagement meeting(s) Facilitator with the assistance of school district Assistant Superintendent Brian Gersich.

Eight meetings were scheduled during which the Facilitator presented with additional commentary by the school district's Assistant Superintendent. Those presentations were as follows: Administrators (9/17); Design Team (9/23); Eagle Ridge School (10/2); Metcalf School (10/7); Community Leaders (10/8); Nicollet School (10/9); Hispanic (10/14); Somali (10/15). Additionally, building Principals presented to their faculties in each of the school district's schools.

The Facilitator delivered a 30-35 minute power point presentation at each of the community engagement meetings which included purpose, roles, General Fund budget decline, past and projected budget reductions, past enrollment decline, projected enrollment decline, square foot/student building standards; actual building enrollment and square foot/student; actual building utility costs/square foot.

Meeting participants were informed that, were school(s) to be closed, boundary lines would need to be redrawn, and redrawing boundaries may impact multiple buildings. Further, participants were informed of principles/value sets to which the school district's administrative staff and School Board will conform in the event decisions are made to institute school closure(s).

At the conclusion of the community engagement presentations, participants were asked to provide ADVISORY feedback on Individual Feedback Forms and, subsequently, furnish individual or group open-ended commentary on questions prepared by the administrative staff (responses to these questions were not a consensus of the small groups recording the feedback).

Responses to the following question/statements were requested of community engagement meeting participants on the Individual Feedback Form:

- Is there probable cause for the Superintendent and School Board to consider the closing of one or more school district schools?**

- Consider the **THREE** most important factors that should be considered when choosing which schools to close and rank them in order from 1 to 3 (1 being the most important). (Seven factors were provided on the Form with an additional open-ended Other...fill in the blank space...factor option made available for participants to employ as deemed fitting).

INDIVIDUAL FEEDBACK FORM FEEDBACK

ADVISORY feedback was secured from those participants at five community engagement meetings and the school district’s administrative staff and 15 school building faculties. The findings were as follows:

Probable cause for considering the closing of one or more school district schools?

- **Composite community engagement meetings: YES: 260 (67.9%); NO: 95 (24.8%); No Opinion: 28 (7.3%); YES % ALL MEETINGS: 83.8%; 82.5%; 86.1%; 63.4%; 45.3%**
- **Administrative team meeting: YES: 14 (100.0%); NO: 0 (0.0%)**
- **Composite school faculty meetings: YES: 237 (93.3%); NO: 11 (4.3%); No Opinion: 6 (2.4%). 14 school faculties voted strong majorities, YES. One school faculty voted NO.**

Further **ADVISORY** feedback was provided by the same participant groups stated above. The findings were as follows:

Three most important factors that should be considered when choosing which school(s) to close:

- **Composite community engagement meetings: Ranked #1: smallest enrollment (69); oldest/greatest need (56); lowest geographic risk (41); closest to another school (31). Composite ranking of #1 + #2 + #3: oldest/greatest need: 196; smallest enrollment: 172; closest to another school: 144; lowest geographic risk: 128.**

- **Administrative team meeting: Ranked #1: lowest geographic risk (6); #2 least flexible for future programming (3); smallest overall capacity (2). Composite ranking of #1 + #2 + #3: least flexible for future programming (10); lowest geographic risk (8); smallest overall capacity (6) AND oldest/greatest need (6).**
- **Composite school faculty meetings: Ranked #1: lowest geographic risk (63); closest to another school (33); oldest/greatest need (29). Composite ranking #1 + #2 + #3: oldest/greatest need (132); lowest geographic risk (129); closest to another school (111).**

PROJECT CONSULTANTS RATING OF SCHOOL CLOSING FACTORS

The Project Consultant was impressed by the ADVICE that emanated from the community engagement meetings and school personnel meetings regarding the rating of factors the school district administrators (and the Project Consultant) should CONSIDER in making recommendations to the School Board on those schools to be closed (if any). It was apparent there was a good grasp of the issues (particularly, the perceived wisdom/necessity of closing schools as an alternative to further, deeper General Fund budget reductions). While there would be expected variance on the rating of school closing factors by such diverse groups, the advising groups relatively consistently rated LOWEST GEOGRAPHIC RISK and OLDEST/GREATEST NEED among the highest three factors to be considered in identifying schools to be closed. These were consistent with two of the three highest rated factors employed by the Project Consultant in preparing recommendations to the Superintendent and School Board on potential school closings.

The Project Consultant (also Facilitator), a Third Party Neutral, rated the following as the most critical factors he employed in tendering

recommendations on those schools to be closed in Burnsville-Eagan-Savage School District 191:

1-Geographic risk

2-Oldest, least modern, least flexible

3-Smallest capacity (See square footage)

4-Smallest enrollment

5-Least cost/effective; costly to operate

An explanation of the Project Consultant's logic in selecting the factors and their comparative rating sequence is provided as follows:

Geographic risk – in this Project Consultant's estimation - is clearly the most critical factor in that a miscalculation on selecting a building for closure could result in revenue loss through open enrollment out-migration that may offset revenue savings that were anticipated as a result of the school closure.

When downsizing, the oldest, least modern, and least flexible facility is virtually always the highest or among the highest candidates for closure. In fact, in the absence of geographic risk presented by another building, it is the most critical factor. It also represents the greatest potential future facility cost (remodeling) outlay for the school district if the school is retained in favor of an alternative closure.

Similar to the oldest, least modern, and least flexible facility, smaller school(s) are among the highest candidates for closure. All things being equal, school districts tend to retain their larger (capacity), more cost/effective facilities.

A school's smaller enrollment is a factor that is adjustable by simply altering the school district's boundary lines unless the school does not have the capacity to accept additional students (This is the reason smaller capacity is a higher priority factor than is smaller enrollment as a factor).

Closing the least cost/effective school is generally a function of a combination of some or all of the higher priority factors...facility age, small capacity, small enrollment.

PROJECT CONSULTANT'S RECOMMENDATIONS ON SCHOOL CLOSINGS

Elementary Schools

Based on an examination of the school district's ten elementary schools, the Project Consultant identified four schools worthy of initial consideration for closure: Rahn; Marion W. Savage; Sioux Trail; and Vista View. Worthiness of consideration was determined by each of the four schools meeting multiple factors listed above.

While it is the school district's smallest elementary school, Rahn Elementary School was eliminated from consideration for a recommendation to close because of the Project Consultant's (and others') assessment that it was highly vulnerable to Factor 1 – geographic risk.

Marion W. Savage Elementary School was identified by the Project Consultant for a recommendation to close because it significantly demonstrates Factors 2, 4, and 5. Factor 2 is a significant consideration in formulation of the recommendation.

Sioux Trail and Vista View Elementary Schools were likely candidates for a closure recommendation by the Project Consultant. Neither seems to pose a geographic risk (Factor 1) and their ages and additions are virtually identical (ST=1964/95; VV=1963/95) and their conditions are equivalent in quality (Factor 2). However, Vista View has a great capacity (80,069 sq. ft.) than Sioux Trail (75,790 sq. ft.)(Factor 3); a greater enrollment (VV=338; ST=303)(Factor 4); and lower utility costs (VV=\$67,559; ST=\$71,319); lower utility costs/student (VV=\$200/student; ST=\$235/student); lesser square feet/student (VV=236.9 sq. ft.; ST=250.1 sq. ft.) (Factor 5).

Sioux Trail Elementary School was identified by the Project Consultant for a recommendation to close.

It should be noted that the two elementary schools recommended for closure (Sioux Trail and Marion W. Savage) are the second and third smallest enrolled schools in the school district. Closure of the two schools will result in displacement of the fewest number of elementary school students than from any other combination of schools in the school district (excepting with a closure of Rahn Elementary School; See above regarding Rahn).

Middle School

Regarding a middle school closure, the Project Consultant recommends the closure of Metcalf Middle School. The factors that weighed most heavily in selecting Metcalf Middle School as the school preferred for closing were (1) the school is the oldest among the three middle schools, (2) its enrollment is the smallest, (3) it has the highest utility cost/square foot (least cost/effective), (4) it has the second smallest capacity, and (5) it has the second highest number of square feet/student. Other salient factors that impacted the Project Consultant's recommendation included (1) Eagle Ridge Middle School is the newest, most modern day, middle level facility and (2) Nicollet Middle School is the largest of all middle level facilities, is the center for district food service production, and its operation is pivotal in providing utilities to its site sister, Sky Oaks Elementary School.

Diamondhead Education Center

The closure of Diamondhead Education Center was recommended by the Project Consultant. There are, minimally, three undergirding reasons for that recommendation.

- The Diamondhead facility may very well represent a significant asset for the school district if successfully marketed and sold for commercial development.**

- **The Diamondhead is costly to operate. By traditional school standards, it is cost/ineffectively operated (not through mismanagement but an inability to achieve maximum utilization).**
- **The Project Consultant’s recommendation regarding the closing of one of the school district’s middle schools was predicated on (1) the perceived cost/ineffectiveness of all three middle schools (because of declining enrollment) and (2) an assumption that the closed middle school would become the future home base for the school district’s Superintendent, School Board, and administrative staff and the personnel, programs, and services currently housed in the Diamondhead Education Center. It would be imprudent for the school district to close Metcalf Middle School and allow it to sit idle because it is a valuable resource to the school district.**
- **It bears mention, however, that an FULLY ACCEPTABLE ALTERNATIVE to the closing and relocation of the Diamondhead Education Center’s programs, services, and personnel (that may not be practical within an abbreviated time span) which may well satisfy the need to achieve the cost/effective operation of the (former) Metcalf Middle School could be relocating the school district’s Alternative High School and BEST Programs to the closed Middle School, engaging in further leasing of the facility in which one of the programs is located (Alternative High School facility is currently partially leased), leasing space in the (former) Metcalf Middle School, and embracing a range of other options that could include offering a centrally-located gifted/talented program (as an example; not a proposal), a magnet program (as an example), an early childhood center (freeing space at the Diamondhead Center for leasing)(as an example), or the like.**



**Agenda III.B.4.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Lisa Rider, executive director of business services

Date: November 8, 2019

Re: Receive a Report on the Boundary Change Process

Receive a Report on the Boundary Change Process from Lisa Rider, executive director of business services.



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Burnsville • Eagan • Savage



Attendance Boundary Adjustment Process Update November 14, 2019

Future Ready. Community Strong.

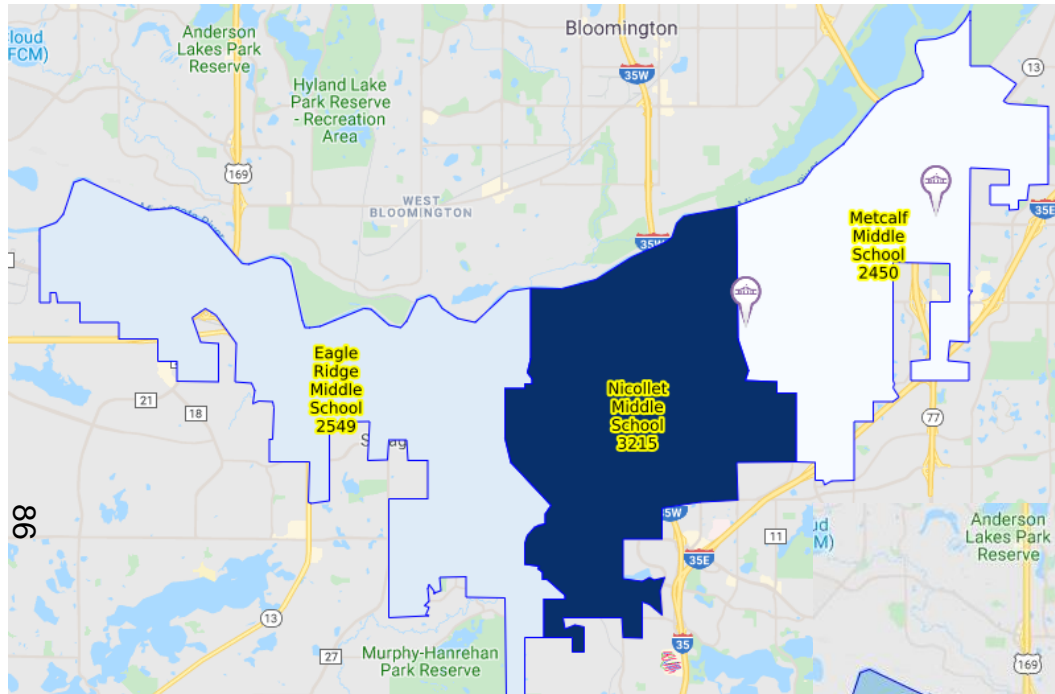
Overview of Presentation

- Timeline review
- Attendance Boundary Design Team
- Guidance from School Board prior to design work
 - School Board feedback on Guiding Change Document
 - Policy updates related to Open Enrollment and Variances
- Stakeholder Participation
 - Tentative timeline
 - Use of feedback received thus far

School Closing Decision Timeline - November and December

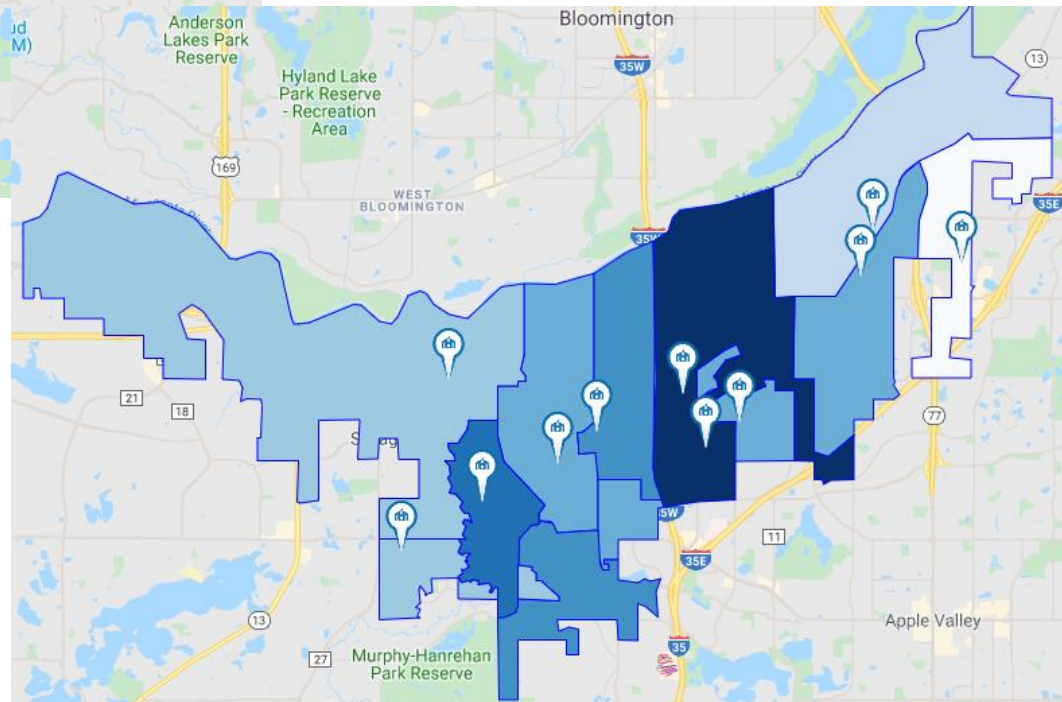
- Week of November 4 - Preparation of School Board recommendations
- November 14 - Present identified recommendations to School Board (Related specifically to consultant recommendation to close 2 elementary schools and 1 middle school)
- December 4 - Public Hearing for comments related to recommendation of closing identified schools
- December 12 - School Board action on proposal to close identified schools

Attendance Boundary Adjustment Process Update



Middle School Attendance Boundaries

Elementary School Attendance Boundaries



Attendance Boundary Design Team To Be Established

- Executive Team Facilitator - Lisa Rider
- Two Co-Chairs (one Community; one Internal)
- Four to Five Community Members (Non-Parent, Lives in Burnsville, Eagan or Savage)
- Executive Team Members and Operations - to include Curriculum, Special Education, Business, Human Resources
- Transportation - CESO Transportation (Center for Efficient School Operations) and Schmitt & Sons

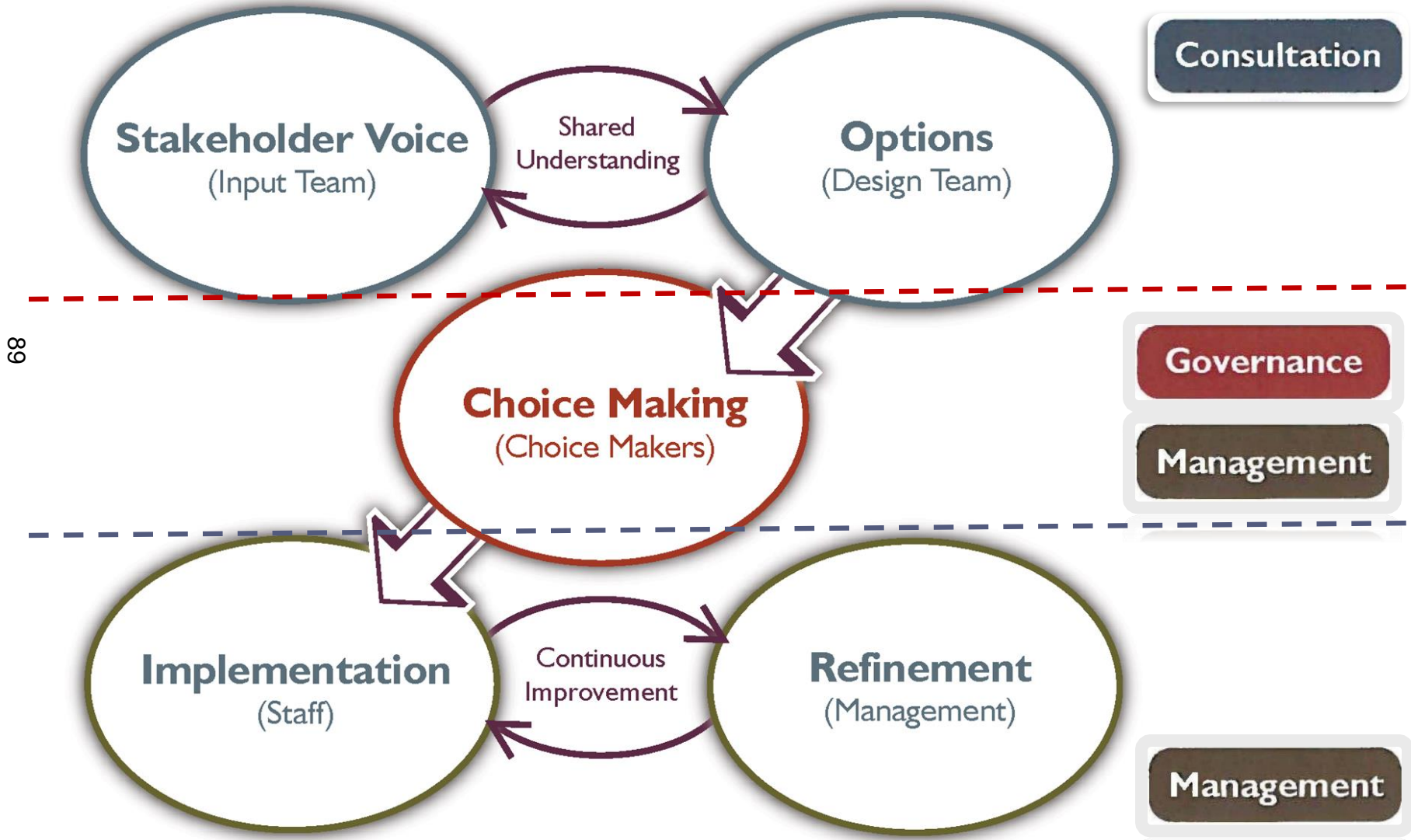
Three phases of timeline:

- Boundary Design Team & Stakeholder Voice
 - December - January
- ∞ ● Choice Making - School Board discussion and decision
 - January-February
- Implementation and Refinement
 - February - August

Decision Making Framework

Used For:

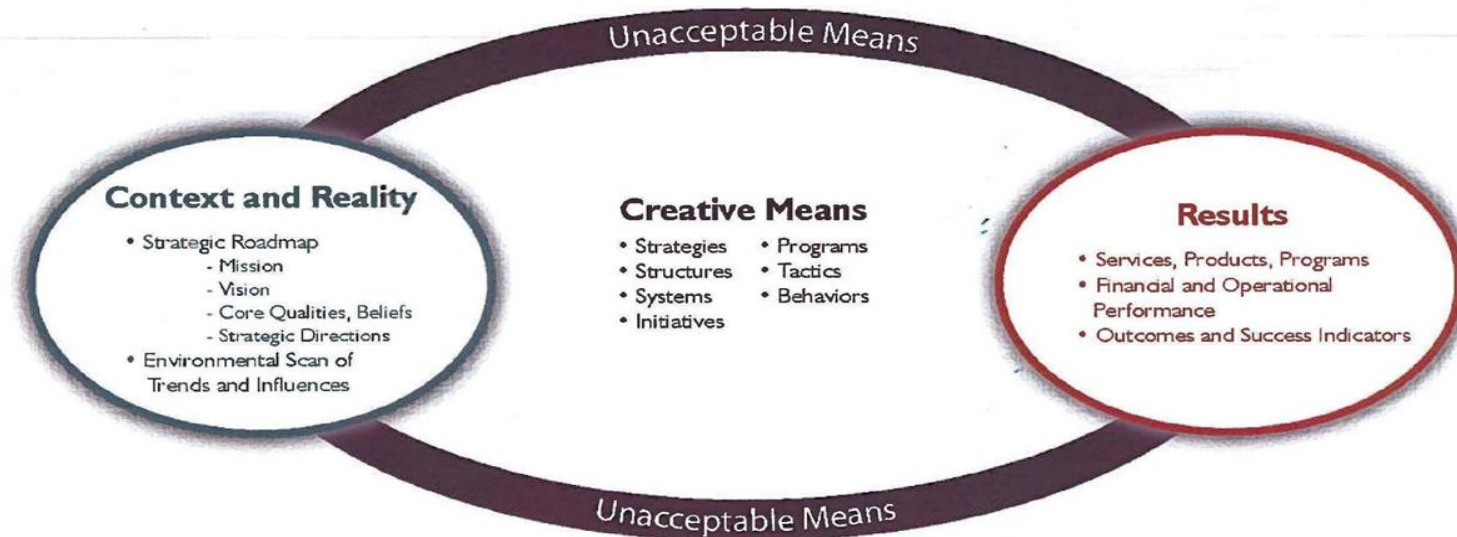
- Choice Making
- Managing Participant's Time and Roles
- Clarification of Authority



Guiding Change Framework

Used For:

- Governance and Operational Leadership
- Establishing Boundaries for Creative Work
- Clarity of Roles, Responsibilities, Boundaries



06

- [Guiding Change Document](#)

Stakeholder Participation

Date	Group	Attendance	Feedback Forms
November 20	Admin Team		
November 21	Attendance Boundary Design Team		
December 9	Attendance Boundary Design Team		
December 11	Admin Team		
December 16	Attendance Boundary Design Team		
December 18	Admin Team		
December 19	Attendance Boundary Design Team		
January 6 to 14	6 Community Public Meetings to be scheduled		
January 8	Admin Team		
January 14	Final Attendance Boundary Design Team Prepare Final Recommendations for January 23 Board Meeting		

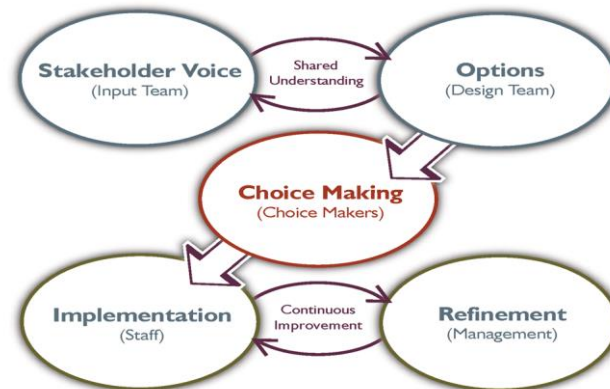
Process Review to Date

- Minor logistic changes we will consider for Stakeholder Meetings
 - Maps
 - Projectors
 - Space/Attendance
 - Child Care



Focus Group Themes Notes

- The following slides reflect some of the Themes gathered thus far which are pertinent and will be considered in the Design Work for Attendance Boundaries



Focus Group Themes

- Desire for transparency and desire to be heard in the process
- Concerned about possible loss of neighborhood schools
- What about transportation distances and ride times?
- How will this impact class sizes?
- Worried about possible loss of friends / relationships
- Need regular access to information throughout the process

Focus Group Themes

- Redraw boundaries for equity, more culturally diverse schools
- More efficient and effective use of District funds (taxpayer resources)

95

Input from Students

- Transportation times
- Will I be separated from my friends / be someplace I don't know anyone?
- Schools have more money, can do more for kids
- More Kids = More Fun

Implementation and Refinement

- January
 - Include changes in budget adjustment planning
 - January 23: Board discussion on boundary changes (**Tentative**)
 - What to do with closed buildings
- February
 - February 6: Board decision on boundary changes (**Tentative**)
 - Week of February 10: Begin staffing adjustments related to boundary adjustments (**Tentative**)
 - Process to outline transportation changes
 - Site staffing process commences
 - Budget adjustment planning and recommendations
- March
 - Finalize budget
 - Finalize staffing determinations
- April - May
 - Principal leads transition planning with staff, students, and families
- June-August
 - Physically moving materials/sites

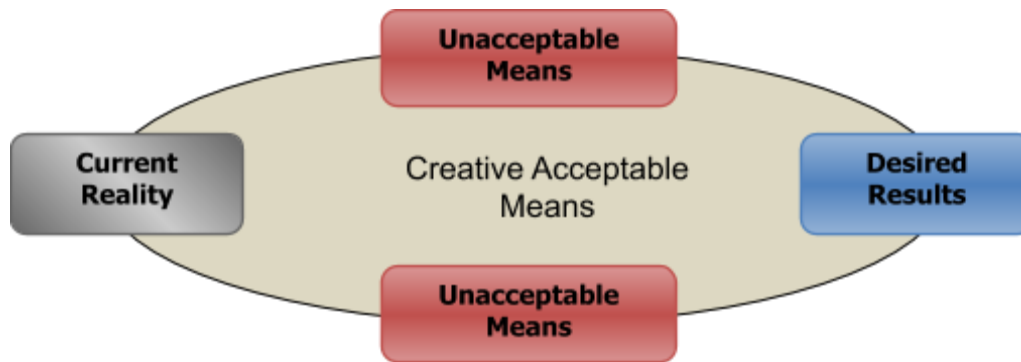
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GUIDING CHANGE DOCUMENT

Attendance Boundary Adjustments for Fall 2020



Driving Question: *What should ISD 191 consider when determining boundary adjustments necessary for implementation of facility realignment recommendations considered by the Board of Education.*

Current Reality	Unacceptable Means	Desired Results
<p>The following realities necessitate discussion of boundary adjustments necessary for implementation of facility realignment recommendations:</p> <ul style="list-style-type: none"> • Current Boundaries are non-contiguous • Middle School boundary adjustments are necessary if a Middle School is closed • Elementary boundary adjustments are necessary for any closed Elementary School • ISD 191 has not changed boundaries in 20 plus years • Proximity of schools to each other - some really close 	<p>It will be unacceptable to:</p> <ul style="list-style-type: none"> • Create inequities • Create racially & Socioeconomic Status identifiable schools • Have specific groups who feel targeted • Create geographic imbalances or inequities (some with neighborhood school, others without) • Compromise student learning and opportunities • Make decisions in isolation or without stakeholder input • Prioritize anything ahead of students • Not look at all options, within & beyond the report • Not go into our community to gain feedback and to educate (community spaces, Mosques, multiple cities, etc.) • Only listen to the advantaged (need to balance power and voice) • Fail to keep a reasonable timeline for decisions and implementation • Increase financial instability • To do nothing • Perpetuate negative messaging or points of view 	<p>The outcome of the project/decision will allow for:</p> <ul style="list-style-type: none"> • Transparency in decision making • Cost effective use of facilities/resources • Stakeholders felt widely heard & part of process • Sustainable financial long-term effect • Equitable boundaries, enrollment, programming & resources • Equitable process • Community strong/united - internal & external • Maintain and/or improve student opportunities and programming, community education programming • Realizing our mission/vision/strategic plan • Improving our reputation - we can & need to create this • Trust through transparency • Creating an innovative extraordinary school system!! • Increasing our student enrollment (by marketing our diversity strategically and intentionally) • Staff to unite around a common endeavor



**Agenda III.B.5.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Chair Abigail Alt

Date: November 8, 2019

Re: Committee, Board Appointment and School Assignment Reports

Receive reports on Board committees, appointments, and school assignments.

Committees:

- Policy Review Committee – DeeDee Currier
- Negotiations Committee – Darcy Schatz
- Legislative Committee – Eric Miller
- Student Performance and Achievement Committee – Abigail Alt

Board Appointments:

- AMSD (Association of Metropolitan School Districts) – DeeDee Currier
- 917 – DeeDee Currier
- Burnsville High School Hall of Fame – DeeDee Currier
- Burnsville Chamber of Commerce Policy Committee – Darcy Schatz
- Foundation 191 – Scott Hume
- MSBA (Minnesota School Boards Association) – Jen Holweger
- MSHSL (Minnesota State High School League) – Eric Miller

School Assignments:

Abigail Alt	Harriet Bishop Elementary Metcalf Middle School
Eric Miller	Burnsville High School
Darcy Schatz	Sky Oaks Elementary
DeeDee Currier	Edward Neill Elementary Eagle Ridge Middle School
Jen Holweger	Nicollet Middle School

Burnsville Alternative High School

Lesley Chester

Vista View Elementary

Scott Hume

Hidden Valley Elementary

William Byrne Elementary



**Agenda III.B.6.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Student Representative

Date: November 8, 2019

Re: Student Representative Report

Receive a report from the student representative.



**Agenda III.B.7.
November 14, 2019**

To: Board of Education
From: Superintendent Dr. Theresa Battle
Date: November 8, 2019
Re: Board Member Reports

Receive reports from board members.



**Agenda III.B.8.
November 14, 2019**

To: Board of Education
From: Superintendent Dr. Theresa Battle
Date: November 8, 2019
Re: Board Member Reports

Receive reports from board members.

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
October 24, 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: Schatz, Currier, Hume, Chester, Holweger, Miller, and Chair Alt. Others in attendance were Superintendent Battle, Student Board Representative Philipos, administrators, staff, and members of the public.

Attendance

Alt welcomed the audience and asked Currier 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 report on Summer School Elementary and Middle Schools from Jason Sellars, coordinator of ALC and ABE, and Jessica Anderson.

Reports

Received an update on the Levy Referendum Information Campaign from Aaron Tinklenberg, director of communications.

Received verbal reports from Currier on behalf of the Policy Review Committee, 917, AMSD, and Edward Neill; Miller on behalf of the Legislative Committee; Schatz on behalf of the Negotiations Committee; and Alt on behalf of the Student Performance and Achievement Committee.

Received an update on the Facilities Realignment from Brian Gersich, assistant superintendent, and Lisa Rider, executive director of business services.

Consent Agenda

Moved by Miller, seconded by Currier, to approve the consent agenda with the removal of item 8:

Minutes

-Approve minutes of the regular board meeting and closed session on October 10, 2019.

Personnel Recommendation

-Approve personnel recommendations for C. Chantara, D. Daniell, E. Stellick, K. Hollingsworth, S. Chermack, A. Drutowski, L. Shannon Warner, R. Navarro, L. Hill, L. Duran, W. Ullrich, W. Ullrich, D. Caldwell, J. Holmes, P. Maternowski, B. Gare, D. Hartman, K. Kalina, and T. Iverson.

Donations

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

Checks, claims, receipts and investments

-Approve August payroll checks in the net amount of \$4,153,909.75. August claims to date and wire transfers and adjustments totaling \$7,289,698.53. Also, that the Board accepts August receipts of

\$15,493,165.82 and investments for the General Fund & 2015A School Building Bonds and OPEB of \$77,978,112.15 as of August 31, 2019.
-Receive a report on the October 10, 2019 Listening Session.
-Approve no changes to Policies 201: *Legal Status of the School Board*; 203: *Operations of the School Board-Governing Rules*; 203.1: *School Board Procedures; Rules of Order*; 203.5: *School Board Meeting Agenda*; 203.6: *Consent Agenda*; and 204: *School Board Meeting Minutes*.
-Approve the Form A Grant application to the MSHSL Foundation to assist in offsetting operating costs for our free and reduced lunch students.
Motion carried unanimously (7, 0).

Listening Session
Policies

Moved by Currier, seconded by Chester, to approve scheduling a special board workshop on Wednesday, October 30 at 6:00 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, for a report on Special Education. Motion carried unanimously after discussion (7, 0).

Special Workshop

Moved by Schatz, seconded by Miller, approve the Cooperative Sponsorship in Nordic Ski between Burnsville High School and Shakopee High School. Motion carried unanimously (7, 0).

Nordic Ski

Moved by Hume, seconded by Currier, to approve the Cooperative Sponsorship in Alpine Ski between Burnsville High School and Shakopee High School. Motion carried unanimously (7, 0).

Alpine Ski

Moved by Schatz, seconded by Holweger. To approve the Non-Exclusive Cooperative Sponsorship in Wrestling between Burnsville High School and Blue Sky Online Charter School. Motion carried unanimously (7, 0).

Wrestling

Moved by Miller, seconded by Hume, to approve the proposed revisions and re-adopt the unchanged language in the 2019-2020 Master Agreement with the Burnsville Principals. Motion carried unanimously (7, 0).

Master Agreement
with Principals

Moved by Chester, seconded by Schatz, to approve, on a first reading basis, changes to Policies 202: *School Board Officers*; and 203.2 *Order of the Regular School Board Meeting*. Motion carried unanimously (7, 0).

Policies

Moved by Currier, seconded by Holweger, to adjourn at 8:26 p.m. to a closed session, as permitted by Minnesota Statute §13D.03, to discuss ISD 191's Labor Negotiation Strategy. Motion carried unanimously (7, 0).

Adjourn to a
closed session

November 14, 2019

Darcy Schatz, clerk

Date approved

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
October 24, 2019

The closed session of the Board of Education was called to order by Chair Alt at 9:07 p.m. at the Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.

Call to Order

Directors Chester, Currier, Holweger, Hume, Schatz, Miller, and Chair Alt were present. Superintendent Battle, Rider, Gersich, Tinklenberg, and Sovine were also present.

Attendance

The meeting was 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 9:38 p.m.

Adjourn

November 14, 2019

Darcy Schatz, clerk

Date approved

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
October 30, 2019

The special workshop of the Board of Education was called to order by Chair Alt at 6:00 p.m. at the Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.

Call to Order

Members present: Schatz, Currier, Hume, Chester, Holweger, Miller, and Chair Alt. Others in attendance were Superintendent Battle, administrators, staff, and members of the public.

Attendance

Alt welcomed the audience.

Welcome

Received a report on Special Education from Stephanie White, director of student support services.

Report

The meeting adjourned at 6:37 p.m.

Adjourn

November 14, 2019

Darcy Schatz, clerk

Date approved

DRAFT

November 14th, 2019

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

TO: Members, Board of Education
Dr. Theresa Battle, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: November 14th, 2019 Draft
RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Appointment		Alexandria Wills	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Allison Skoglund	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Allissa Bolton	*	Rahn Elementary School	PALS Licensed Teacher	10/29/2019
Certified	Appointment		Amanda Harrie	*	Vista View Elementary School	PALS Licensed Teacher	10/29/2019
Certified	Appointment		Amy Stead	*	Burnsville High School	Teacher	8/27/2019
Certified	Appointment		Bounthavy Khamrathanome	*	District-wide	BYC Licensed Teacher	10/28/2019
Certified	Appointment		Chadwick Tower	*	District-wide	BYC Licensed Teacher	10/28/2019
Certified	Appointment		Christian Kibler	*	Burnsville High School	Teacher	10/21/2019
Certified	Appointment		Farhan Mohamoud	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Grace Kohn	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Hannah Hassler	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Jane Beeninga	*	Gideon Pond Elementary	PALS Licensed Teacher	11/5/2019
Certified	Appointment		Jon Shelden	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Julia Ulrich	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Julie Peterson	*	Vista View Elementary School	PALS Licensed Teacher	10/29/2019
Certified	Appointment		Kayla Zwicke	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Kelly Schmitz	*	District-wide	Lead Preschool Teacher	11/4/2019
Certified	Appointment		Kimberly Zondag-Hamer	*	Vista View Elementary School	PALS Licensed Teacher	10/29/2019
Certified	Appointment		Mary Sawdey	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Michael Roiger	*	Edward Neill Elementary	PALS Licensed Teacher	11/5/2019
Certified	Appointment		Mick Scholl	*	District-wide	BYC Licensed Teacher	10/28/2019
Certified	Appointment		Qorsho Hassan	*	Gideon Pond Elementary	PALS Licensed Teacher	11/5/2019
Certified	Appointment		Robert Essig	*	Burnsville High School	Dean of Students	11/7/2019
Certified	Appointment		Ronna Johnson	*	District-wide	BYC Licensed Teacher	10/28/2019
Certified	Appointment		Sandra Holman	*	District-wide	BYC Licensed Teacher	10/28/2019
Certified	Appointment		Sara Merkel	*	District-wide	PALS Licensed Teacher	10/14/2019
Certified	Appointment		Sonia Boche	*	Sioux Trail Elementary School	PALS Licensed Teacher	10/29/2019
Certified	Appointment		Sydney Samson	*	Edward Neill Elementary	PALS Licensed Teacher	11/5/2019
Certified	Appointment		Taryn MacGibbon	*	Sky Oaks Elementary School	Teacher	10/31/2019
Certified	Appointment		Tasia Islam	*	District-wide	BYC Licensed Teacher	10/28/2019
Certified	Resignation		Amy Stead	*	Burnsville High School	Teacher	10/24/2019
Certified	Resignation		Ashley Welke	*	Burnsville High School	Teacher	6/7/2019
Classified	Appointment		Amy Smalley	*	District-wide	BYC Non-Licensed Instructor	10/28/2019
Classified	Appointment		Angela Henle	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Ashley Snoddy	*	Hidden Valley Elementary	PALS Non-Licensed Instructor	10/29/2019
Classified	Appointment		Ashly Mickelson	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Ayan Mohamed	*	District-wide	BYC Non-Licensed Instructor	10/28/2019
Classified	Appointment		Coudjo Amegbleame	*	Gideon Pond Elementary	PALS Non-Licensed Instructor	11/5/2019
Classified	Appointment		Daisy Ville	*	WM. Byrne Elementary School	Food Service Associate	11/11/2019
Classified	Appointment		Eddieca Ontiveros	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Hamde Daoud	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Hamza Hassan	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Heather Schwalbe	*	Harriet Bishop Elementary	PALS Non-Licensed Instructor	10/29/2019
Classified	Appointment		Jennifer Hall	*	Vista View Elementary School	PALS Non-Licensed Instructor	10/29/2019
Classified	Appointment		Jesse Richards	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Katie Quinn	*	District-wide	BYC Non-Licensed Instructor	10/28/2019
Classified	Appointment		Kayla Peerboom	*	Community Education	CE Associate	11/12/2019
Classified	Appointment		Kristin Scalzo	*	District-wide	BYC Non-Licensed Instructor	10/28/2019
Classified	Appointment		Kristina Hall	*	District-wide	PALS Site Lead	10/29/2019
Classified	Appointment		Laura MacNaughton	*	District-wide	PALS Site Lead	10/15/2019
Classified	Appointment		Lauren Kibler	*	Sioux Trail Elementary School	Educational Assistant Level II	9/30/2019
Classified	Appointment		Leta Jensen	*	District-wide	PALS Licensed Teacher	10/29/2019
Classified	Appointment		Michael Engberg	*	Sioux Trail Elementary School	PALS Non-Licensed Instructor	10/29/2019
Classified	Appointment		Michelle Felton	*	District-wide	BYC Non-Licensed Instructor	10/28/2019



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

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

From: Lisa K. Rider, executive director of business services

Date: November 8, 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 November 14, 2019.

Darcy Schatz, Clerk – Board of Education

Date	Donor	Recipient	Terms	Donation
11/4/2019	Berean Baptist Church	Sioux Trail Elementary	student use	Two large tubs of new snow pants
11/1/2019	Ginny Griswold	Rahn Elementary	benefiting students	art supplies (paints, brushes, etc.)
11/6/2019	Suzanne Moser	Sioux Trail Elementary	Books (not in the library)	\$100.00
11/7/2019	Kathy Knoblauch	Sioux Trail Elementary	Books for ST library as memorial for Alice Handy	\$50.00
11/4/2019	Burnsville Noon Rotary	BrainPower in a BackPack	Donation	\$10,000.00

Total monetary donation received: \$10,150.00



**Agenda IV.A.4.
Nov 5, 2019**

TO: Dr Theresa Battle, Superintendent and Board of Education
FROM: Lisa K. Rider, Executive Director of Business Services
DATE: Nov 14, 2019
RE: September Payroll, Claims and Receipts

RECOMMENDATION: That the Board approves September payroll checks in the net amount of \$4,037,929.29. September claims to date and wire transfers and adjustments totaling \$7,552,662.31. Also, that the Board accepts September receipts of \$ 10,141,640.88 and investments for the General Fund & 2015A School Building Bonds and OPEB of \$77,580,335.19 as of September 30, 2019.

September payroll, wire transfers, claims and receipts have been prepared under the direction of Robin Pikal, Director of Finance, and are presented for approval by the School Board.

LKR/mw

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
September 2019**

Cash Receipts

Receipts		\$10,141,640.88
Miscellaneous Adjustments		

TOTAL SEP CASH RECEIVED		<u>10,141,640.88</u>
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CASH DISBURSEMENTS

Sep Payroll		\$4,037,929.29
----------------	--	----------------

A/P			
Sep Claims:	Checks	474051-474420	\$2,539,082.84
	Capital One	6000000074--6000000083	\$33,004.57
	ACH	9000000853-9000000990	\$25,601.67
	Fund 26 Bond	104022-104034	\$207,731.82

Sep A/P Wires- Wires+P-card+Fleet		\$4,739,048.12
Miscellaneous Adjustments		<u>\$8,193.29</u>

TOTAL SEP CASH DISBURSED		<u>11,590,591.60</u>
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TOTAL TO BE APPROVED		<u>11,590,591.60</u>
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	<u>Money Market</u>	<u>(Original Cost) Investments</u>	<u>Total 9/30/2019</u>
GENERAL FUND	\$11,506,728.45	\$24,067,130.00	\$35,573,858.45
OPEB	\$3,876.00	\$8,144,862.00	\$8,148,738.00
OPEB EQUITY INV THROUGH JULY 31, 2019	\$31,956.71	\$31,766,855.55	\$31,798,812.26
2015A SCHOOL BUILDING BONDS	<u>\$138.92</u>	<u>\$2,058,787.56</u>	<u>\$2,058,926.48</u>
	<u>\$11,542,700.08</u>	<u>\$66,037,635.11</u>	<u>\$77,580,335.19</u>

Note: The attached investment reports are provided by our investment advisor, PMA Financial Network, Inc. These reports include our investment and money market balances.



Total Portfolio Report CAR

As of: 09/30/19

PMA Financial Network

2135 CityGate Lane
7th Floor
Naperville, Illinois 60563
Telephone . 630-657-6400
Facsimile . 630-718-8701

BURNSVILLE ISD 191 / GENERAL FUND

2960

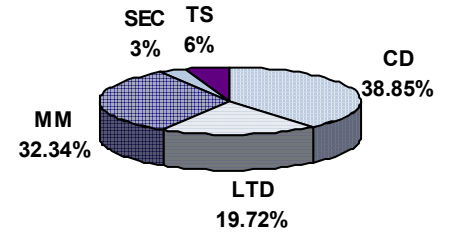
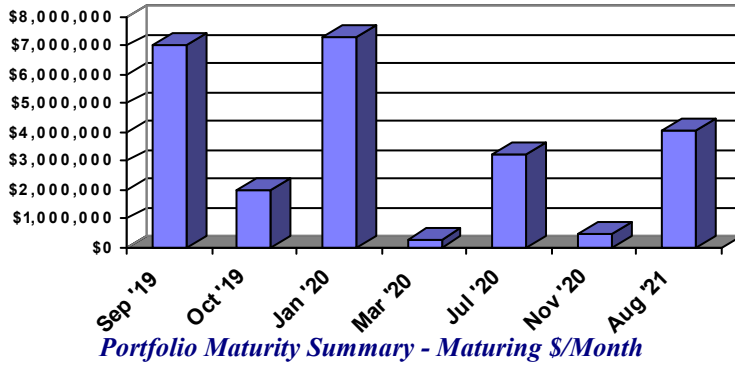
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
LTD	0	1	09/30/19	09/30/19	PMA SECURITIES SYNDICATE (PMAS)	\$7,014,230.00	\$7,014,230.00	
MM					Investment Shares Portfolio	\$11,506,728.45	\$11,506,728.45	
TS	277283	1	09/25/19	10/25/19	MN TRUST TERM SERIES	\$2,003,205.48	\$2,000,000.00	1.950
CD	269895	1	05/21/19	01/13/20	TEXAS CAPITAL BANK	\$249,903.43	\$246,200.00	2.323
CD	269896	1	05/21/19	01/13/20	HIGH PLAINS BANK	\$249,947.37	\$246,300.00	2.281
CD	269897	1	05/21/19	01/13/20	ROCKFORD B&TC	\$249,966.31	\$246,300.00	2.293
CD	269898	1	05/21/19	01/13/20	FIELDPOINT PRIVATE BANK & TRUST	\$249,903.53	\$246,200.00	2.323
CD	269899	1	05/21/19	01/13/20	WESTERN ALLIANCE BANK / TORREY PINES BANK	\$249,959.11	\$246,300.00	2.288
CD	269900	1	05/21/19	01/13/20	EAST BOSTON SAVINGS BANK	\$249,945.74	\$246,300.00	2.280
CD	269901	1	05/21/19	01/13/20	LANDMARK COMMUNITY BANK	\$249,933.74	\$246,300.00	2.272
CD	269902	1	05/21/19	01/13/20	BANK OF WASHINGTON	\$249,933.74	\$246,300.00	2.272
CD	269903	1	05/21/19	01/13/20	BANK 7	\$249,957.51	\$246,300.00	2.287
CD	269904	1	05/21/19	01/13/20	TBK BANK, SSB / THE NATIONAL BANK	\$249,945.73	\$246,300.00	2.280
CD	264991	1	01/16/19	01/24/20	SERVISFIRST BANK	\$249,771.56	\$243,200.00	2.651
CD	267686	1	03/20/19	01/24/20	UNITED BANK - C	\$4,084,715.97	\$4,000,000.00	2.500
CD	258175	1	07/26/18	01/27/20	FINANCIAL FEDERAL BANK	\$249,610.58	\$240,200.00	2.600
CD	258188	1	07/27/18	01/27/20	EAGLEBANK	\$249,651.28	\$240,500.00	2.525
CD	267685	1	03/20/19	03/19/20	BANK OF CHINA	\$249,823.83	\$243,400.00	2.639
CD	264989	1	01/16/19	07/24/20	PACIFIC WESTERN BANK	\$249,502.67	\$239,000.00	2.886
CD	264990	1	01/16/19	07/24/20	COUNTRY BANK	\$249,543.03	\$239,700.00	2.708
CD	267684	1	03/20/19	07/24/20	PREFERRED BANK	\$249,756.66	\$241,500.00	2.539
CD	272589	1	06/18/19	07/24/20	CFG COMMUNITY BANK	\$249,821.43	\$243,800.00	2.243
CD	272590	1	06/18/19	07/24/20	NEWBANK, NA	\$249,811.67	\$243,800.00	2.239
CD	272591	1	06/18/19	07/24/20	VILLAGE BANK & TRUST - WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272592	1	06/18/19	07/24/20	CRYSTAL LAKE B&TC, NA - WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272593	1	06/18/19	07/24/20	NORTHBROOK B&TC - WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272594	1	06/18/19	07/24/20	SCHAUMBURG B&TC / ADVANTAGE NATIONAL BANK - WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272595	1	06/18/19	07/24/20	BEVERLY BANK & TRUST CO, NA- WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272596	1	06/18/19	07/24/20	ST. CHARLES B&TC - WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272597	1	06/18/19	07/24/20	LAKE FOREST B&T CO. N.A. - WINTRUST	\$249,832.17	\$243,800.00	2.247
CD	272598	1	06/18/19	07/24/20	CORPORATE ONE FEDERAL CREDIT UNION	\$249,832.17	\$243,800.00	2.247
SEC	43345	1	11/23/18	11/23/20	ALLY BANK	\$246,000.00	\$246,000.00	2.956
SEC	43346	1	11/26/18	11/27/20	SYNCHRONY BANK	\$246,000.00	\$246,000.00	3.006
CD	276086	1	08/21/19	08/20/21	LATINO COMMUNITY CREDIT UNION	\$249,886.41	\$239,600.00	2.147
CD	276087	1	08/21/19	08/20/21	MIDLAND STATES BANK	\$249,961.78	\$242,000.00	1.643
CD	276406	1	08/27/19	08/30/21	NAVY FEDERAL CREDIT UNION	\$2,839,047.43	\$2,750,000.00	1.610
SEC	44591	1	08/28/19	08/30/21	CAPITAL ONE BANK USA NA	\$247,000.00	\$247,000.00	1.653
SEC	44601	1	08/28/19	08/30/21	CAPITAL ONE NA	\$247,000.00	\$247,000.00	1.653
SEC	44604	1	08/28/19	08/30/21	GOLDMAN SACHS BANK USA	\$247,000.00	\$247,000.00	1.702

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
<i>Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.</i>						Total Amount -->	\$35,926,121.80	\$35,573,858.45

Time and Dollar Weighted Portfolio Yield: 1.991 %

Weighted Average Portfolio Maturity: 135.62 Days

MM: 32.35%
CD's: 38.85%
CP: 0.00%
SEC: 3.47%



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 09/30/19

PMA Financial Network

2135 CityGate Lane
7th Floor
Naperville, Illinois 60563
Telephone . 630-657-6400
Facsimile . 630-718-8701

BURNSVILLE ISD 191 / 2009 OPEB TRUST

3596

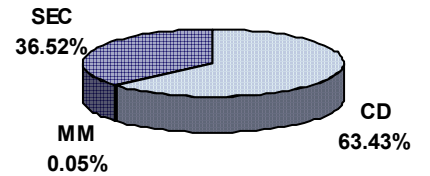
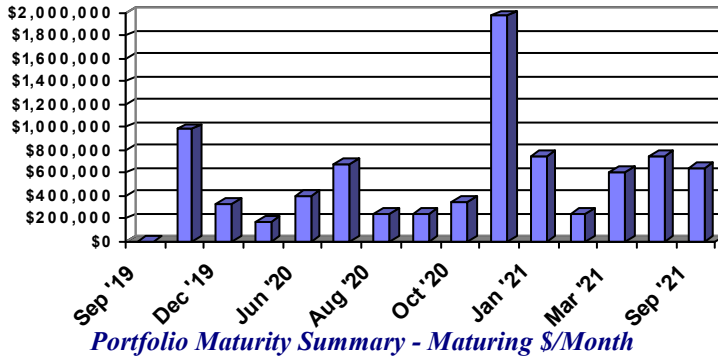
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$3,876.00	\$3,876.00	
CD	232809	1	10/14/16	10/15/19	GBC INTERNATIONAL BANK	\$249,730.21	\$241,800.00	1.092
CD	232810	1	10/14/16	10/15/19	LUANA SAVINGS BANK	\$237,251.62	\$230,000.00	1.050
CD	232811	1	10/14/16	10/15/19	CITIZENS STATE BANK OF LA CROSSE	\$106,113.69	\$103,200.00	0.940
SEC	28316	1	10/15/12	10/15/19	ABERDEEN TWP NJ REF	\$390,000.00	\$390,000.00	1.570
SEC	28317	1	10/16/12	12/01/19	FAIRFIELD & UNION OH LOCAL SCH DIST	\$330,000.00	\$294,162.00	1.620
CD	250359	1	01/25/18	01/27/20	KS STATEBANK / KANSAS STATE BANK OF MANHATTAN	\$181,747.83	\$175,000.00	1.914
CD	262422	1	10/15/18	06/30/20	BANK OF THE VALLEY	\$151,795.23	\$145,000.00	2.732
CD	262461	1	10/16/18	06/30/20	FIRST MID-ILLINOIS BANK & TRUST	\$249,339.06	\$237,300.00	2.972
CD	257798	1	07/19/18	07/20/20	FIRST INTERNET BANK OF INDIANA	\$249,273.69	\$236,400.00	2.696
CD	257799	1	07/19/18	07/20/20	REGENT BANK	\$249,280.58	\$236,700.00	2.650
CD	257800	1	07/19/18	07/20/20	ELGA CREDIT UNION	\$175,787.50	\$166,900.00	2.637
CD	275289	1	08/05/19	08/04/20	CITADEL FCU	\$247,878.62	\$243,400.00	1.840
CD	276786	1	09/04/19	09/03/20	CIBC BANK USA / PRIVATE BANK - MI	\$249,922.17	\$245,900.00	1.636
SEC	38171	1	09/02/16	10/01/20	City of New York NY	\$345,000.00	\$345,000.00	1.300
CD	248949	1	12/01/17	12/01/20	FIRST CAPITAL BANK	\$249,924.47	\$236,100.00	1.950
CD	248950	1	12/01/17	12/01/20	CITIZENS B&TC OF JACKSON	\$173,250.83	\$163,900.00	1.900
SEC	44749	1	09/06/19	12/01/20	HILLIARD SD-B-REF	\$100,000.00	\$100,000.00	1.751
SEC	40118	1	07/31/17	12/15/20	Kane County Forest Preserve District	\$1,450,000.00	\$1,450,000.00	1.820
CD	249934	1	01/09/18	01/11/21	THIRD COAST BANK, SSB	\$248,912.73	\$233,800.00	2.119
CD	249935	1	01/09/18	01/11/21	BANK OF WISCONSIN DELLS	\$249,105.23	\$234,700.00	2.040
CD	249936	1	01/09/18	01/11/21	PRIME ALLIANCE BANK	\$249,105.23	\$234,700.00	2.040
CD	275288	1	08/05/19	02/01/21	BARRINGTON B&TC - WINTRUST	\$245,448.71	\$239,200.00	1.746
SEC	38170	1	09/02/16	03/01/21	City of Rochester NH	\$365,000.00	\$365,000.00	1.340
CD	277189	1	09/23/19	03/24/21	AMERICAN PLUS BANK, N.A.	\$249,841.86	\$243,800.00	1.651
CD	275285	1	08/05/19	08/04/21	VERITEX COMMUNITY BANK	\$249,649.57	\$240,900.00	1.814
CD	275286	1	08/05/19	08/04/21	UINTA BANK	\$249,958.46	\$241,400.00	1.770
CD	275287	1	08/05/19	08/04/21	FIRST NATIONAL BANK	\$249,645.61	\$241,200.00	1.751
CD	276784	1	09/04/19	09/03/21	THREE RIVERS FEDERAL CREDIT UNION	\$249,689.23	\$241,600.00	1.674
CD	276785	1	09/04/19	09/03/21	T BANK, NA	\$249,684.64	\$241,600.00	1.672
CD	277188	1	09/23/19	09/22/21	BANK LEUMI USA	\$150,879.78	\$146,200.00	1.600

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
<i>Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.</i>						Total Amount -->	\$8,397,092.55	\$8,148,738.00

Time and Dollar Weighted Portfolio Yield: 1.839 %

Weighted Average Portfolio Maturity: 391.23 Days

MM: 0.05%
CD's: 63.82%
CP: 0.00%
SEC: 36.13%



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 09/30/19

PMA Financial Network

2135 CityGate Lane
7th Floor
Naperville, Illinois 60563
Telephone . 630-657-6400
Facsimile . 630-718-8701

BURNSVILLE ISD 191 / 2015A BONDS

5762

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$138.92	\$138.92	
SDA					Savings Deposit Account - ASSOCIATED BANK, NA	\$36,052.18	\$36,052.18	
SDA					Savings Deposit Account - PREFERRED BANK	\$2,022,735.38	\$2,022,735.38	
Total Amount -->						\$2,058,926.48	\$2,058,926.48	

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Time and Dollar Weighted Portfolio Yield: 1.905 %

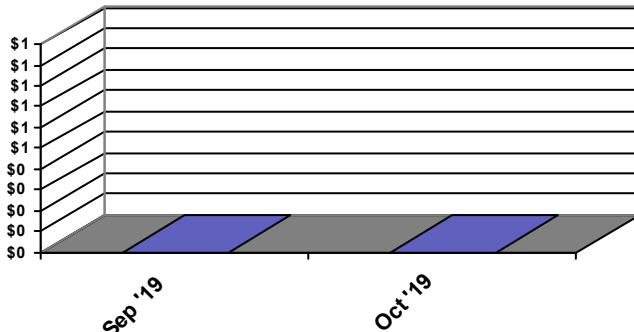
Weighted Average Portfolio Maturity: 1.00 Days

MM: 100.00%

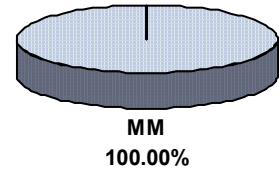
CD's: 0.00%

CP: 0.00%

SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

September 2019

Wire Transfers

Date	From	To	Amount	For
09/03/19	MSDLAF	Preferred One	148,011.35	Health Insurance
09/03/19	MSDLAF	Internal Revenue	731,054.88	8/31/19 Payroll - Federal Taxes
09/03/19	MSDLAF	State of Minnesota	128,944.72	8/31/19 Payroll - State Taxes
09/04/19	MSDLAF	First Bank & Trust	180,827.65	8/30/19 Payroll - TSA Wire
09/05/19	MSDLAF	State of Minnesota	2,007.61	8/30/19 Payroll - Child Support
09/05/19	MSDLAF	State of Minnesota	509.21	8/30/19 Garnishments
09/05/19	MSDLAF	Further	20,474.58	Flex Claims
09/05/19	MSDLAF	Delta Dental	24,723.72	Dental Insurance
09/05/19	MSDLAF	Further	27,316.75	Medical Claims
09/05/19	MSDLAF	TRA	340,515.04	8/30/19 Payroll - TRA
09/06/19	MSDLAF	PlanSource	3,322.58	Medical Claims
09/06/19	MSDLAF	PlanSource	486.62	Flex Claims
09/09/19	MSDLAF	Preferred One	205,537.40	Health Insurance
09/09/19	MSDLAF	Capital One Card	24,308.94	Capital One Virtual Card
09/11/19	MSDLAF	Delta Dental	9,458.96	Dental Insurance
09/11/19	MSDLAF	Further	13,693.58	Flex Claims
09/11/19	MSDLAF	Further	35,933.55	Medical Claims
09/12/19	MSDLAF	Preferred One	148,011.35	Health Insurance
09/13/19	MSDLAF	PlanSource	1,557.83	Medical Claims

09/13/19	MSDLAF	PlanSource	6,176.23	Flex Claims
09/16/19	MSDLAF	Internal Revenue	686,513.64	9/15/19 Payroll - Federal Taxes
09/16/19	MSDLAF	State of Minnesota	118,972.33	9/15/19 Payroll - State Taxes
09/16/19	MSDLAF	State of Minnesota	1,009.39	9/15/19 Garnishments
09/16/19	MSDLAF	PERA	117,107.77	9/15/19 Payroll - PERA
09/16/19	MSDLAF	State of Minnesota	2,007.61	9/15/19 Payroll - Child Support
09/17/19	MSDLAF	First Bank & Trust	182,415.91	9/15/19 Payroll - TSA Wire
09/17/19	MSDLAF	Capital One Card	8,695.63	Capital One Virtual Card
09/17/19	MSDLAF	State of Minnesota	11,450.00	9/15/19 HCSP - Retirees and Retiree Rollover
09/18/19	MSDLAF	Delta Dental	11,337.30	Dental Insurance
09/18/19	MSDLAF	Further	13,542.19	Flex Claims
09/18/19	MSDLAF	Further	41,564.83	Medical Claims
09/19/19	MSDLAF	Preferred One	320,652.43	Health Insurance
09/20/19	MSDLAF	PlanSource	2,659.47	Medical Claims
09/20/19	MSDLAF	PlanSource	2,298.72	Flex Claims
09/23/19	MSDLAF	Healthy Savings	2,883.78	Healthy Savings Program
09/23/19	MSDLAF	Preferred One	361,636.86	Health Insurance
09/23/19	MSDLAF	MN Department of Revenue	37.00	August Sales Tax
09/23/19	MSDLAF	US Bank	70,000.00	US Bank P-Card prefund wire
09/24/19	MSDLAF	Further	10,066.50	Medical Claims
09/25/19	MSDLAF	Delta Dental	11,663.30	Dental Insurance

09/25/19	MSDLAF	Further	15,290.33	Flex Claims
09/27/19	MSDLAF	PlanSource	5,007.90	Medical Claims
09/27/19	MSDLAF	PlanSource	398.87	Flex Claims
09/30/19	MSDLAF	Preferred One	51,874.37	Health Insurance

AP Check Register

AP Run: 20190906 AP — Post Date: 2019-09-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	474051	Check	A.J. Moore Electric Inc	928491	2 AP8845	6,046.00
09/06/2019	474052	Check	Agropur Inc Division Natrel USA	928147-1	2 AP8845	33.54
09/06/2019	474053	Check	AIM Electronics Inc	900017	2 AP8845	335.00
09/06/2019	474054	Check	AirMaxx Trampoline Park	931005	2 AP8845	3,187.20
09/06/2019	474055	Check	Allen, Dariel J	927125	2 AP8845	296.00
09/06/2019	474056	Check	Apache Group	900145	2 AP8845	3,935.00
09/06/2019	474057	Check	Association Of Clerical Employees	904895	2 AP8845	44.00
09/06/2019	474058	Check	Bituminous Roadways Inc	900459	2 AP8845	6,095.00
09/06/2019	474059	Check	Burnsville Association of Educational Assistants	909991	2 AP8845	1,460.00
09/06/2019	474060	Check	Burnsville Fire Muster	926711-1	2 AP8845	30.00
09/06/2019	474061	Check	Carlson, Gerri	929243	2 AP8845	561.60
09/06/2019	474062	Check	Casperson, Julie	928973	2 AP8845	234.00
09/06/2019	474063	Check	City of Burnsville - Special Assessments/Engineering	900673-2	2 AP8845	12,421.20
09/06/2019	474064	Check	Conney Safety Products	900552-1	2 AP8845	118.00
09/06/2019	474065	Check	CST MN - BIN# 170065	929862	2 AP8845	45,976.70
09/06/2019	474066	Check	Culligan	906013-2	2 AP8845	263.97
09/06/2019	474067	Check	Dakota County 4-H	907857-4	2 AP8845	687.00
09/06/2019	474068	Check	Dakota County Property Taxation & Records	901016-2	2 AP8845	3,160.82
09/06/2019	474069	Check	Dalco	904186-1	2 AP8845	1,528.21

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AP Check Register

AP Run: 20190906 AP — Post Date: 2019-09-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	474070	Check	Dazzling Dave Yo-Yo Extraordinaire	931026	2 AP8845	330.00
09/06/2019	474071	Check	Distributed Website Corporation	922061-1	2 AP8845	6,949.00
09/06/2019	474072	Check	Diversified Snack Distribution	900279	2 AP8845	572.19
09/06/2019	474073	Check	Eagle Printing & Graphics	931024	2 AP8845	1,186.32
09/06/2019	474074	Check	Ecolab	908846-2	2 AP8845	116.89
09/06/2019	474075	Check	Educators Benefit Consultants LLC	926262-1	2 AP8845	680.86
09/06/2019	474076	Check	Elder Resource Association SOTR	924675-2	2 AP8845	450.00
09/06/2019	474077	Check	Electro Watchman Inc	901078	2 AP8845	530.98
09/06/2019	474078	Check	Erickson, Dina	500209	2 AP8845	51.60
09/06/2019	474079	Check	Finishing Touch Plus	924349-1	2 AP8845	5,880.00
09/06/2019	474080	Check	G Squared Funding, LLC	931023	2 AP8845	345.00
09/06/2019	474081	Check	Glassman Law Firm	930089	2 AP8845	319.32
09/06/2019	474082	Check	Grainger	904387-1	2 AP8845	874.90
09/06/2019	474083	Check	Great Lakes Higher Education Corporation	927604	2 AP8845	130.53
09/06/2019	474084	Check	Groth Music Company	900575	2 AP8845	229.50
09/06/2019	474085	Check	Haugen, Trevor	931020	2 AP8845	732.50
09/06/2019	474086	Check	House of Print	920347-1	2 AP8845	1,893.08
09/06/2019	474087	Check	Ideal Services Inc	927693	2 AP8845	1,532.95
09/06/2019	474088	Check	Intermediate School Dist 917	909327	2 AP8845	1,102.90

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AP Check Register

AP Run: 20190906 AP — Post Date: 2019-09-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	474089	Check	International Gymnastics of MN LLC	926911	2 AP8845	2,354.40
09/06/2019	474090	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	34,609.21
09/06/2019	474091	Check	JTM Provisions Co Inc	928622-1	2 AP8845	8,412.65
09/06/2019	474092	Check	Lockrem, Scott	500207	2 AP8845	255.27
09/06/2019	474093	Check	Mackin Educational Resources	902196	2 AP8845	10,314.62
09/06/2019	474094	Check	Marco Technologies, LLC NW 7128	931025	2 AP8845	180.00
09/06/2019	474095	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	138.17
09/06/2019	474096	Check	McDowall Company	930006	2 AP8845	2,495.00
09/06/2019	474097	Check	Medco Sports Medicine	904333-1	2 AP8845	14.64
09/06/2019	474098	Check	Midwest Mailing Systems Inc	926724	2 AP8845	329.71
09/06/2019	474099	Check	Minnesota Historical Society	900624	2 AP8845	1,302.00
09/06/2019	474100	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	305.00
09/06/2019	474101	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	15,933.40
09/06/2019	474102	Check	MN Assoc of School Administrators (MASA)	909181	2 AP8845	329.00
09/06/2019	474103	Check	Multilingual Word Inc	922324	2 AP8845	218.75
09/06/2019	474104	Check	Munoz, Megan	928766	2 AP8845	675.00
09/06/2019	474105	Check	NCPERS Group Life Ins	908769	2 AP8845	80.00
09/06/2019	474106	Check	NCS Pearson Inc	903116-6	2 AP8845	18,900.00
09/06/2019	474107	Check	Nelson Auto Center	924390	2 AP8845	37,915.23

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AP Check Register

AP Run: 20190906 AP — Post Date: 2019-09-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	474108	Check	Office Depot Company	902489-1	2 AP8845	304.72
09/06/2019	474109	Check	Omar, Farah	500208	2 AP8845	83.70
09/06/2019	474110	Check	Pearson Education	903116-1	2 AP8845	250,031.42
09/06/2019	474111	Check	Perez, Melissa M	924879	2 AP8845	120.00
09/06/2019	474112	Check	Plansource	929793-1	2 AP8845	6,121.50
09/06/2019	474113	Check	Regents of The University of Minnesota	908798-12	2 AP8845	1,375.00
09/06/2019	474114	Check	Roark, Richard Jeffrey	928168	2 AP8845	179.20
09/06/2019	474115	Check	Schaefer, John	931022	2 AP8845	70.00
09/06/2019	474116	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	31,170.92
09/06/2019	474117	Check	Scholastic Inc	903196-6	2 AP8845	324.10
09/06/2019	474118	Check	School Services Employees Local 284	907382	2 AP8845	4,847.27
09/06/2019	474119	Check	Shiffler Equipment Sales Inc	903472-2	2 AP8845	40.17
09/06/2019	474120	Check	Shred-it USA	924465-2	2 AP8845	496.17
09/06/2019	474121	Check	Star Tribune	909180-2	2 AP8845	49.27
09/06/2019	474122	Check	State Supply Co Inc	903689	2 AP8845	278.40
09/06/2019	474123	Check	Teachers On Call	929847	2 AP8845	3,226.27
09/06/2019	474124	Check	Teaching Strategies LLC	927435-1	2 AP8845	8,760.00
09/06/2019	474125	Check	The Hartford	924486	2 AP8845	38,938.44
09/06/2019	474126	Check	Tierney Brothers Inc	900826-1	2 AP8845	600.36
09/06/2019	474127	Check	Tree Protection Services	929807	2 AP8845	11,352.00

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AP Check Register

AP Run: 20190906 AP — Post Date: 2019-09-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	474128	Check	TriMark	925854-1	2 AP8845	62,800.00
09/06/2019	474129	Check	Twin Cities Catalyst Music	924402	2 AP8845	1,000.00
09/06/2019	474130	Check	Tyler, Bruce	928852	2 AP8845	200.00
09/06/2019	474131	Check	Uline	902901-1	2 AP8845	425.82
09/06/2019	474132	Check	US Department of Education AWG	902813-6	2 AP8845	50.33
09/06/2019	474133	Check	Virco Inc	904204-4	2 AP8845	1,711.00
09/06/2019	474134	Check	Voyager Sopris	931002	2 AP8845	4,141.00
09/06/2019	474135	Check	Whitewood Graphics	930088	2 AP8845	400.00
09/06/2019	474136	Check	Wilcox Paper LLC	903296	2 AP8845	16,514.44
09/06/2019	474137	Check	Youth Enrichment League	924245	2 AP8845	5,941.00
09/06/2019	474138	Check	Yusuf, Ahmed	500210	2 AP8845	81.15
09/06/2019	6000000001		Cole Papers Inc	927279-1	2 AP8845	778.68
Total:						\$697,496.14

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20190906 AP Summary

Type	Count	Amount
Regular	88	696,717.46
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	778.68
Total:	89	\$697,496.14

AP Check Register

AP Run: 20190906 Void Cole — Post Date: 2019-09-06 — AP Run Type: V

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	6000000001		Cole Papers Inc	927279-1	2 AP8845	-778.68
Total:						-\$778.68

20190906 Void Cole Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	-778.68
Total:	1	-\$778.68

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AP Check Register

AP Run: 20190913 Van — Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/13/2019	474139	Check	Dakota County BLC	920481	2 AP8845	2,516.49
Total:						\$2,516.49

20190913 Van Summary

Type	Count	Amount
Regular	1	2,516.49
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	1	\$2,516.49

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AP Check Register

AP Run: 20190913 AP — Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/13/2019	474140	Check	360 Communities	905296	2 AP8845	11,635.25
09/13/2019	474141	Check	Advanced Imaging Solutions	928551-1	2 AP8845	8,763.00
09/13/2019	474142	Check	Alemeny-Jones, Aurea	923909	2 AP8845	75.00
09/13/2019	474143	Check	AmeriPride Services, Inc	901365-1	2 AP8845	600.97
09/13/2019	474144	Check	Apple Computer Inc	900249-1	2 AP8845	3,289.50
09/13/2019	474145	Check	Aramark	900428-1	2 AP8845	168.53
09/13/2019	474146	Check	AVID Center	927223-1	2 AP8845	26,235.00
09/13/2019	474147	Check	Bituminous Roadways Inc	900459	2 AP8845	3,306.81
09/13/2019	474148	Check	Blick Art Materials	900172-1	2 AP8845	1,412.15
09/13/2019	474149	Check	Brightbill, Theodore	928187	2 AP8845	108.00
09/13/2019	474150	Check	Catalyst Graphics	904701	2 AP8845	272.20
09/13/2019	474151	Check	Centurylink	902781-5	2 AP8845	266.02
09/13/2019	474152	Check	City of Burnsville - Utilities	904226	2 AP8845	22,081.88
09/13/2019	474153	Check	City of Eagan - Utilities	901002	2 AP8845	3,281.34
09/13/2019	474154	Check	City of Savage - Utilities	909588	2 AP8845	6,133.57
09/13/2019	474155	Check	Clear, David	925292	2 AP8845	54.00
09/13/2019	474156	Check	CliftonLarsonAllen LLP	927322	2 AP8845	3,750.00
09/13/2019	474157	Check	Cottens Inc	929846	2 AP8845	29.06
09/13/2019	474158	Check	Davis, Forster	908039	2 AP8845	54.00
09/13/2019	474159	Check	Dick's/Lakeville Sanitation Inc	900641	2 AP8845	7,705.67

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AP Check Register

AP Run: 20190913 AP — Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/13/2019	474160	Check	Durand Manufacturing Inc	924933	2 AP8845	575.00
09/13/2019	474161	Check	Earthgrains Baking Co Inc	902333-1	2 AP8845	844.82
09/13/2019	474162	Check	Erickson, Tyrus	924520	2 AP8845	69.00
09/13/2019	474163	Check	Ewer, Michelle	500065	2 AP8845	425.45
09/13/2019	474164	Check	Fastsigns	924696	2 AP8845	123.71
09/13/2019	474165	Check	Flinn Scientific Inc	901231-1	2 AP8845	3,453.49
09/13/2019	474166	Check	Gale/cengage Learning	903622-2	2 AP8845	50.00
09/13/2019	474167	Check	GLS Companies	929863	2 AP8845	4,801.00
09/13/2019	474168	Check	Health Counseling Services LLC	924154-1	2 AP8845	60.50
09/13/2019	474169	Check	Heartland Payment Systems	928139-1	2 AP8845	6,000.00
09/13/2019	474170	Check	High Point Networks LLC	929536	2 AP8845	4,137.00
09/13/2019	474171	Check	Hutsal, Oleksandra	929182	2 AP8845	80.00
09/13/2019	474172	Check	Ind School Dist 194	901880-1	2 AP8845	11,740.51
09/13/2019	474173	Check	Ind School Dist 200	907417-3	2 AP8845	2,700.00
09/13/2019	474174	Check	Innovative Office Solutions Llc	924274-1	2 AP8845	159.00
09/13/2019	474175	Check	Intermediate District 287	901390-1	2 AP8845	51,892.33
09/13/2019	474176	Check	Intermediate School Dist 917	909327	2 AP8845	167,497.40
09/13/2019	474177	Check	Jessen, Chris	903574	2 AP8845	69.00
09/13/2019	474178	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	2,830.39
09/13/2019	474179	Check	Kahmeyer, Troy	928526	2 AP8845	69.00

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AP Check Register

AP Run: 20190913 AP — Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/13/2019	474180	Check	Kelly, Sean	900194	2 AP8845	138.00
09/13/2019	474181	Check	Kendall, Bruce	928421	2 AP8845	120.00
09/13/2019	474182	Check	Korte, Steve	903225	2 AP8845	123.00
09/13/2019	474183	Check	Kramer, Paul	928192	2 AP8845	54.00
09/13/2019	474184	Check	Lamprecht, John	928748	2 AP8845	24.00
09/13/2019	474185	Check	Lindquist, Kelly	929997	2 AP8845	131.00
09/13/2019	474186	Check	Mader, Maria	908984	2 AP8845	126.00
09/13/2019	474187	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	217.70
09/13/2019	474188	Check	McGregor, Ian	902869	2 AP8845	69.00
09/13/2019	474189	Check	Meeker & Wright Special Ed Coop #938 - MAWSECO	906064	2 AP8845	2,664.30
09/13/2019	474190	Check	Midwest Fence & Mfg	902822	2 AP8845	2,260.00
09/13/2019	474191	Check	Minnesota Energy Resources	903029-1	2 AP8845	138.00
09/13/2019	474192	Check	Minuteman Press - Burnsville	929825	2 AP8845	119.00
09/13/2019	474193	Check	MN Dept of Labor and Industry	907914-2	2 AP8845	1,400.00
09/13/2019	474194	Check	Most, Sarah	924493	2 AP8845	69.00
09/13/2019	474195	Check	MTI Distributing Co	902544-1	2 AP8845	170.31
09/13/2019	474196	Check	Multilingual Word Inc	922324	2 AP8845	303.75
09/13/2019	474197	Check	Nelson, David Allen Rusty	904724	2 AP8845	75.00
09/13/2019	474198	Check	Office Depot Company	902489-1	2 AP8845	248.50

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AP Check Register

AP Run: 20190913 AP — Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/13/2019	474199	Check	Olanda, Oscar Daniel Sanchez	929294	2 AP8845	69.00
09/13/2019	474200	Check	Olympic Communications Inc	927700	2 AP8845	440.00
09/13/2019	474201	Check	Orkin Commercial Services	926086	2 AP8845	1,301.00
09/13/2019	474202	Check	Pearson Education	903116-1	2 AP8845	336.09
09/13/2019	474203	Check	Perez, Melissa M	924879	2 AP8845	255.00
09/13/2019	474204	Check	Porter, Marilyn	925293	2 AP8845	54.00
09/13/2019	474205	Check	Prodocon Inc	928785-1	2 AP8845	2,099.24
09/13/2019	474206	Check	Professional Wireless Communications	924681	2 AP8845	180.00
09/13/2019	474207	Check	RAK Construction Inc	929749	2 AP8845	66,801.08
09/13/2019	474208	Check	Ramic, Almin	929329	2 AP8845	138.00
09/13/2019	474209	Check	Red Wing Shoe Company Inc	905511-1	2 AP8845	225.04
09/13/2019	474210	Check	Red Wing Shoe Company Inc	921851-1	2 AP8845	367.44
09/13/2019	474211	Check	Redetzke Ryan	921498	2 AP8845	54.00
09/13/2019	474212	Check	Renaissance	903744-1	2 AP8845	77,303.00
09/13/2019	474213	Check	River Falls High School	931030	2 AP8845	125.00
09/13/2019	474214	Check	Rupnow, Charles	931028	2 AP8845	126.00
09/13/2019	474215	Check	Schmitt Music	903532-2	2 AP8845	44.00
09/13/2019	474216	Check	Schmitt & Sons - Charter	909331-1	2 AP8845	56,509.45
09/13/2019	474217	Check	Scholastic Inc	903196-6	2 AP8845	181.50

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AP Check Register

AP Run: 20190913 AP — Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/13/2019	474218	Check	School Nutrition Association (SNA)	926552-3	2 AP8845	89.00
09/13/2019	474219	Check	Selle, Terrence	929876	2 AP8845	126.00
09/13/2019	474220	Check	Sher, Artem	924711	2 AP8845	69.00
09/13/2019	474221	Check	Siemens Industry Inc	902217-1	2 AP8845	16,080.00
09/13/2019	474222	Check	Southwest Metro Intermediate 288	928611	2 AP8845	10,368.88
09/13/2019	474223	Check	Supreme School Supply	903703	2 AP8845	159.06
09/13/2019	474224	Check	Teachers On Call	929847	2 AP8845	2,398.96
09/13/2019	474225	Check	Titan Environmental Inc	928141	2 AP8845	2,120.00
09/13/2019	474226	Check	Torres, Cesar Ulises	928927	2 AP8845	69.00
09/13/2019	474227	Check	Tri-State Bobcat	924444	2 AP8845	240.00
09/13/2019	474228	Check	Twin City Outdoor Services Inc	929177	2 AP8845	5,060.00
09/13/2019	474229	Check	Upper Lakes Food Inc	929826	2 AP8845	56,046.52
09/13/2019	474230	Check	Vernier Software	904297	2 AP8845	2,271.94
09/13/2019	474231	Check	Wards Natural Science	904321-1	2 AP8845	194.13
09/13/2019	474232	Check	Watterson, Shelly	500211	2 AP8845	255.27
09/13/2019	474233	Check	Wenzel Plumbing-Heating-Cooling	904563	2 AP8845	2,997.69
09/13/2019	474234	Check	Wilcox Paper LLC	903296	2 AP8845	184.50
09/13/2019	474235	Check	Winter, Clarence	905950	2 AP8845	69.00
09/13/2019	474236	Check	Xcel Energy	902776	2 AP8845	15,287.19
09/13/2019	474237	Check	Yang, Ben	931029	2 AP8845	108.00

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AP Check Register

AP Run: 20190913 AP --- Post Date: 2019-09-13 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
Total:						\$686,053.09

20190913 AP Summary

Type	Count	Amount
Regular	98	686,053.09
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	98	\$686,053.09

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AP Check Register

AP Run: 20190917 AP — Post Date: 2019-09-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/17/2019	474238	Check	Ayinde, Mosleu	931034	2 AP8845	54.00
09/17/2019	474239	Check	Berg, Sarah	500214	2 AP8845	71.45
09/17/2019	474240	Check	Consolidated Communications	906231	2 AP8845	3,880.63
09/17/2019	474241	Check	Cornerstone Copy Center	900502	2 AP8845	2,921.41
09/17/2019	474242	Check	Delcid, Jose	931033	2 AP8845	69.00
09/17/2019	474243	Check	Dialog One LLC	927732	2 AP8845	175.00
09/17/2019	474244	Check	DS Erickson & Associates	927334	2 AP8845	171.24
09/17/2019	474245	Check	Fairview Health Services	904416-1	2 AP8845	6,000.00
09/17/2019	474246	Check	Glassman Law Firm	930089	2 AP8845	330.76
09/17/2019	474247	Check	Gowans, Madisyn	500215	2 AP8845	2,000.00
09/17/2019	474248	Check	Great Lakes Higher Education Corporation	927604	2 AP8845	131.80
09/17/2019	474249	Check	Hickok, William	931032	2 AP8845	126.00
09/17/2019	474250	Check	Hyvee	929410	2 AP8845	67.11
09/17/2019	474251	Check	JW Pepper & Son Inc	903003-2	2 AP8845	60.98
09/17/2019	474252	Check	Kahmeyer, Maxwell	931031	2 AP8845	69.00
09/17/2019	474253	Check	Kendall, Bruce	928421	2 AP8845	120.00
09/17/2019	474254	Check	Maxamed, Nawal	500212	2 AP8845	1,000.00
09/17/2019	474255	Check	McDowall Company	930006	2 AP8845	1,912.18
09/17/2019	474256	Check	Midwest Language Banc Inc	924523	2 AP8845	240.00
09/17/2019	474257	Check	MN Assoc of Secondary School Principal (MASSP)	908338	2 AP8845	1,730.00

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AP Check Register

AP Run: 20190917 AP — Post Date: 2019-09-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/17/2019	474258	Check	MN State Bar Association - MSBA	906098-1	2 AP8845	275.00
09/17/2019	474259	Check	Morgart, Katie	500213	2 AP8845	25.00
09/17/2019	474260	Check	NCPERS Group Life Ins	908769	2 AP8845	80.00
09/17/2019	474261	Check	Nuvera	902483-1	2 AP8845	353.34
09/17/2019	474262	Check	Pam McDonald Consulting LLC	929717	2 AP8845	2,053.24
09/17/2019	474263	Check	Perez, Melissa M	924879	2 AP8845	120.00
09/17/2019	474264	Check	Pioneer Credit Recovery	931015	2 AP8845	92.74
09/17/2019	474265	Check	Really Good Stuff LLC	907235	2 AP8845	79.96
09/17/2019	474266	Check	Riverside Insights	931018	2 AP8845	16,525.00
09/17/2019	474267	Check	Schmitt Music	903532-2	2 AP8845	1,170.00
09/17/2019	474268	Check	School Nutrition Association (SNA)	926552-3	2 AP8845	1,123.00
09/17/2019	474269	Check	School Nutrition Directors Of Minnesota (SNDM)	904656-9	2 AP8845	100.00
09/17/2019	474270	Check	Seeger, Jeffrey Max	929869	2 AP8845	138.00
09/17/2019	474271	Check	Stages Theatre Company	901209	2 AP8845	521.00
09/17/2019	474272	Check	Teachers Pay Teachers	929881	2 AP8845	173.00
09/17/2019	474273	Check	Upper Lakes Food Inc	929826	2 AP8845	65,856.85
09/17/2019	474274	Check	US Department of Education AWG	902813-9	2 AP8845	87.87
09/17/2019	474275	Check	US Department of Education AWG	902813-6	2 AP8845	263.36
09/17/2019	474276	Check	Yu, Zhihua	931035	2 AP8845	480.00

Total: \$110,647.92

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AP Check Register

AP Run: 20190917 AP --- Post Date: 2019-09-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
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20190917 AP Summary

Type	Count	Amount
Regular	39	110,647.92
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	39	\$110,647.92

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AP Check Register

AP Run: 20190920 AP — Post Date: 2019-09-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/20/2019	474277	Check	Acco Brands USA LLC	902623-1	2 AP8845	87.36
09/20/2019	474278	Check	Acer Service Corporation	929434	2 AP8845	5,192.50
09/20/2019	474279	Check	Agropur Inc Division Natrel USA	928147-1	2 AP8845	6,865.26
09/20/2019	474280	Check	Amazon Capital Services Inc	922956	2 AP8845	99.90
09/20/2019	474281	Check	American Time & Signal Co	903503-1	2 AP8845	590.54
09/20/2019	474282	Check	Aqua Logic Inc	903178-1	2 AP8845	693.76
09/20/2019	474283	Check	Barnes & Noble Inc	900386-1	2 AP8845	120.00
09/20/2019	474284	Check	Berge, Paul	500218	2 AP8845	51.99
09/20/2019	474285	Check	Bix Produce Company	900477	2 AP8845	2,858.03
09/20/2019	474286	Check	Cassidy-Tricker Industrial Sales Inc	900483	2 AP8845	26.78
09/20/2019	474287	Check	Centerpoint Energy	902519	2 AP8845	1,723.93
09/20/2019	474288	Check	Conney Safety Products	900552-1	2 AP8845	845.99
09/20/2019	474289	Check	Continental Clay Company	903866	2 AP8845	30,855.26
09/20/2019	474290	Check	Cornerstone Copy Center	900502	2 AP8845	265.00
09/20/2019	474291	Check	Crown Rental Inc	900647	2 AP8845	28.00
09/20/2019	474292	Check	Cummins Npower LLC	929228-1	2 AP8845	3,377.79
09/20/2019	474293	Check	Dakota Electric Association	900809	2 AP8845	74,685.77
09/20/2019	474294	Check	Dalco	904186-1	2 AP8845	8,931.18
09/20/2019	474295	Check	Diversified Snack Distribution	900279	2 AP8845	6,195.43
09/20/2019	474296	Check	Doyle Security Products	900605	2 AP8845	130.87

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AP Check Register

AP Run: 20190920 AP — Post Date: 2019-09-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/20/2019	474297	Check	Ecolab	908846-2	2 AP8845	2,320.32
09/20/2019	474298	Check	Electro Watchman Inc	901078	2 AP8845	500.98
09/20/2019	474299	Check	Field Environmental Consulting Inc	926109	2 AP8845	2,086.23
09/20/2019	474300	Check	FIRST	927889	2 AP8845	4,000.00
09/20/2019	474301	Check	General Parts LLC	901541-1	2 AP8845	795.63
09/20/2019	474302	Check	Grainger	904387-1	2 AP8845	1,621.53
09/20/2019	474303	Check	Green, Jim	500217	2 AP8845	73.80
09/20/2019	474304	Check	H & B Specialized Products Inc	901641	2 AP8845	2,407.00
09/20/2019	474305	Check	Jamerson, Felicia	929479	2 AP8845	350.00
09/20/2019	474306	Check	K12 Transportation Management Services Inc	928688	2 AP8845	15,453.00
09/20/2019	474307	Check	Kelleher Helmrich and Associates	908955-1	2 AP8845	523.75
09/20/2019	474308	Check	Lescarbeau, Jane	930035	2 AP8845	400.00
09/20/2019	474309	Check	McDowall Company	930006	2 AP8845	2,500.31
09/20/2019	474310	Check	Mid City Services	930092	2 AP8845	708.25
09/20/2019	474311	Check	Minnesota Energy Resources	903029-1	2 AP8845	261.73
09/20/2019	474312	Check	MRPA	905320	2 AP8845	130.00
09/20/2019	474313	Check	Multilingual Word Inc	922324	2 AP8845	160.00
09/20/2019	474314	Check	National Association of School Nurses (NASN)	906265-6	2 AP8845	150.00
09/20/2019	474315	Check	Occupational Health of MN, PC	929919-1	2 AP8845	825.00

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AP Check Register

AP Run: 20190920 AP — Post Date: 2019-09-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/20/2019	474316	Check	Perez, Melissa M	924879	2 AP8845	495.00
09/20/2019	474317	Check	Plansource	929793-1	2 AP8845	12,243.00
09/20/2019	474318	Check	Prodocon Inc	928785-1	2 AP8845	4,656.00
09/20/2019	474319	Check	Quill LLC	909197	2 AP8845	388.99
09/20/2019	474320	Check	Reliastar Life Insurance Company	920099-2	2 AP8845	3,130.96
09/20/2019	474321	Check	Reliastar Life Insurance Company	920099-3	2 AP8845	3,506.70
09/20/2019	474322	Check	Reliastar Life Insurance Company	920099-4	2 AP8845	1,919.17
09/20/2019	474323	Check	Ryan Mechanical Inc	923241	2 AP8845	195.00
09/20/2019	474324	Check	Samuel French Inc	903223	2 AP8845	860.00
09/20/2019	474325	Check	School Mate	902397	2 AP8845	379.50
09/20/2019	474326	Check	SFM	923848	2 AP8845	49,089.00
09/20/2019	474327	Check	Shiffler Equipment Sales Inc	903472-2	2 AP8845	141.20
09/20/2019	474328	Check	Siemens Industry Inc	902217-1	2 AP8845	5,223.87
09/20/2019	474329	Check	Skow, Karen	929575	2 AP8845	1,215.00
09/20/2019	474330	Check	Spitznagle, Kathleen	500216	2 AP8845	340.36
09/20/2019	474331	Check	Teachers On Call	929847	2 AP8845	3,843.78
09/20/2019	474332	Check	T-Mobile	929345-1	2 AP8845	2,547.77
09/20/2019	474333	Check	Tri-State Bobcat	924444	2 AP8845	21.36
09/20/2019	474334	Check	Uline	902901-1	2 AP8845	223.54
09/20/2019	474335	Check	Williams, Rebecca	925837	2 AP8845	60.00

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AP Check Register

AP Run: 20190920 AP --- Post Date: 2019-09-20 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
Total:						\$269,373.07

20190920 AP Summary

Type	Count	Amount
Regular	59	269,373.07
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	59	\$269,373.07

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AP Check Register

AP Run: 20190924 AP — Post Date: 2019-09-24 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/24/2019	474336	Check	Acco Brands USA LLC	902623-1	2 AP8845	656.97
09/24/2019	474337	Check	Amazon Capital Services Inc	922956	2 AP8845	615.09
09/24/2019	474338	Check	Carlson, Julie	019321	2 AP8845	100.00
09/24/2019	474339	Check	Centerpoint Energy	902519	2 AP8845	3,890.72
09/24/2019	474340	Check	Cornerstone Copy Center	900502	2 AP8845	1,873.62
09/24/2019	474341	Check	Dakota County Property Taxation & Records	901016-2	2 AP8845	41.00
09/24/2019	474342	Check	Dialog One LLC	927732	2 AP8845	475.00
09/24/2019	474343	Check	Digital Insurance, Inc.	929385	2 AP8845	3,441.00
09/24/2019	474344	Check	ECM Publishers Inc	909272-2	2 AP8845	94.05
09/24/2019	474345	Check	FastBridge Learning, LLC	930022	2 AP8845	850.00
09/24/2019	474346	Check	Forbes Solutions PLLC	929938	2 AP8845	3,565.00
09/24/2019	474347	Check	GreatAmerica Financial Services	929729	2 AP8845	395.00
09/24/2019	474348	Check	Lindmeier, Thomas	930013	2 AP8845	54.00
09/24/2019	474349	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	1,143.02
09/24/2019	474350	Check	Mathews Law PLLC	931039	2 AP8845	5,425.00
09/24/2019	474351	Check	Matrix Communications Inc	906559-1	2 AP8845	22,525.00
09/24/2019	474352	Check	McDowall Company	930006	2 AP8845	10,029.00
09/24/2019	474353	Check	MEI Total Elevator Solutions	908999-1	2 AP8845	42,186.60
09/24/2019	474354	Check	Office of MNIT Services	906477	2 AP8845	902.11

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AP Check Register

AP Run: 20190924 AP — Post Date: 2019-09-24 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/24/2019	474355	Check	PBBS Equipment Corporation	930000	2 AP8845	883.24
09/24/2019	474356	Check	Perez, Melissa M	924879	2 AP8845	240.00
09/24/2019	474357	Check	Pileggi-Valleen, Brie	500219	2 AP8845	124.80
09/24/2019	474358	Check	RAK Construction Inc	929749	2 AP8845	302,975.02
09/24/2019	474359	Check	Roark, Richard Jeffrey	928168	2 AP8845	268.80
09/24/2019	474360	Check	Rock Hard Landscape Supply	928528	2 AP8845	420.00
09/24/2019	474361	Check	SFM	923848	2 AP8845	22,885.98
09/24/2019	474362	Check	Siemens Industry Inc	902217-1	2 AP8845	2,838.26
09/24/2019	474363	Check	University of Minnesota - Extension	908798-28	2 AP8845	738.00
09/24/2019	474364	Check	Upper Lakes Food Inc	929826	2 AP8845	28,702.37
Total:						\$458,338.65

20190924 AP Summary

Type	Count	Amount
Regular	29	458,338.65
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	29	\$458,338.65

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AP Check Register

AP Run: 20190927 AP — Post Date: 2019-09-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/27/2019	474365	Check	A.J. Moore Electric Inc	928491	2 AP8845	2,470.25
09/27/2019	474366	Check	Agropur Inc Division Natrel USA	928147-1	2 AP8845	8,236.65
09/27/2019	474367	Check	Amazon Capital Services Inc	922956	2 AP8845	383.91
09/27/2019	474368	Check	American Time & Signal Co	903503-1	2 AP8845	882.03
09/27/2019	474369	Check	Anchor Solar Investments LLC	929704	2 AP8845	1,918.12
09/27/2019	474370	Check	Armstrong Torseth Skold & Rydeen Inc	926500	2 AP8845	8,392.31
09/27/2019	474371	Check	Audio Logic Systems	926245-1	2 AP8845	1,451.40
09/27/2019	474372	Check	Best Buy Business Advantage Account	903544-2	2 AP8845	161,668.80
09/27/2019	474373	Check	Bix Produce Company	900477	2 AP8845	6,291.31
09/27/2019	474374	Check	Carrier Corporation	900707-1	2 AP8845	830.00
09/27/2019	474375	Check	Cengage Learning	903622-1	2 AP8845	2,936.00
09/27/2019	474376	Check	Commercial Kitchen Services	927640	2 AP8845	6,200.00
09/27/2019	474377	Check	Conney Safety Products	900552-1	2 AP8845	94.40
09/27/2019	474378	Check	Cordova, Leticia	925919	2 AP8845	360.00
09/27/2019	474379	Check	Cornerstone Copy Center	900502	2 AP8845	2,148.48
09/27/2019	474380	Check	Cub Foods	900645	2 AP8845	244.78
09/27/2019	474381	Check	Dalco	904186-1	2 AP8845	1,244.10
09/27/2019	474382	Check	Dewald, Rina C	920524	2 AP8845	600.00
09/27/2019	474383	Check	Diversified Snack Distribution	900279	2 AP8845	4,383.96

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AP Check Register

AP Run: 20190927 AP — Post Date: 2019-09-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/27/2019	474384	Check	Do Good Diapers LLC	928051	2 AP8845	35.00
09/27/2019	474385	Check	Dressen, Frederick	931041	2 AP8845	600.00
09/27/2019	474386	Check	Ekon-O-Pac LLC	928982	2 AP8845	7.40
09/27/2019	474387	Check	Electro Watchman Inc	901078	2 AP8845	1,185.30
09/27/2019	474388	Check	Fairfield Glass & Window Inc	926949	2 AP8845	269.00
09/27/2019	474389	Check	FastBridge Learning, LLC	930022	2 AP8845	425.00
09/27/2019	474390	Check	Fastsigns	924696	2 AP8845	75.00
09/27/2019	474391	Check	Field Environmental Consulting Inc	926109	2 AP8845	695.00
09/27/2019	474392	Check	Frontier Ag & Turf	900691-1	2 AP8845	317.86
09/27/2019	474393	Check	Global Communications Wiring & Services	927736	2 AP8845	86.41
09/27/2019	474394	Check	Grainger	904387-1	2 AP8845	2,576.10
09/27/2019	474395	Check	Guerrier, Charity	500064	2 AP8845	85.09
09/27/2019	474396	Check	Horizon Commercial Pool Supply	904818	2 AP8845	990.04
09/27/2019	474397	Check	Horizon Equipment LLC	901324	2 AP8845	201.89
09/27/2019	474398	Check	Intermediate District 917	909327-5	2 AP8845	75.00
09/27/2019	474399	Check	Jama, Safiyo N	924542	2 AP8845	60.00
09/27/2019	474400	Check	John's Sewer And Drain Cleaning Inc	928929	2 AP8845	975.00
09/27/2019	474401	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	7,524.83
09/27/2019	474402	Check	Lindsey, Denise	500221	2 AP8845	340.36

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AP Check Register

AP Run: 20190927 AP — Post Date: 2019-09-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/27/2019	474403	Check	Mackin Educational Resources	902196	2 AP8845	6,885.38
09/27/2019	474404	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	567.08
09/27/2019	474405	Check	Midwest Fence & Mfg	902822	2 AP8845	454.00
09/27/2019	474406	Check	National Geographic	902694-1	2 AP8845	90.00
09/27/2019	474407	Check	Office Depot Company	902489-1	2 AP8845	51.97
09/27/2019	474408	Check	Office of The Secretary of State	926894	2 AP8845	120.00
09/27/2019	474409	Check	Park Nicollet Foundation/Grow Through Grief	931037	2 AP8845	600.00
09/27/2019	474410	Check	PBBS Equipment Corporation	930000	2 AP8845	1,264.30
09/27/2019	474411	Check	Perez, Melissa M	924879	2 AP8845	495.00
09/27/2019	474412	Check	RAK Construction Inc	929749	2 AP8845	49,904.27
09/27/2019	474413	Check	Rent N Save Portable Services	925729	2 AP8845	2,520.00
09/27/2019	474414	Check	Riverside Insights	931018	2 AP8845	1,987.39
09/27/2019	474415	Check	Safeway Driving School	926796	2 AP8845	5,085.00
09/27/2019	474416	Check	Scholastic Equipment Company Llc	923206	2 AP8845	634.50
09/27/2019	474417	Check	Skow, Karen	929575	2 AP8845	675.00
09/27/2019	474418	Check	Teachers On Call	929847	2 AP8845	11,477.99
09/27/2019	474419	Check	Tierney Brothers Inc	900826-1	2 AP8845	5,066.50

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AP Check Register

AP Run: 20190927 AP --- Post Date: 2019-09-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/27/2019	474420	Check	Wordmasters LLC	908458	2 AP8845	297.00
Total:						\$315,436.16

20190927 AP Summary

Type	Count	Amount
Regular	56	315,436.16
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	56	\$315,436.16

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AP Check Register

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	2,044,522.97
02 - FOOD SERVICE	281,088.24
03 - TRANSPORTATION	92,679.60
04 - COMMUNITY SERVICE	92,285.20
09 - SCHOLARSHIP FUND	3,000.00
16 - FACILITIES RENTAL	3,701.33
22 - ISF - HEALTH SELECT 105	21,805.50
	\$2,539,082.84

AP Check Register

AP Run: 20190906 Virtual — Post Date: 2019-09-06 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/06/2019	6000000074		Advanced Imaging Solutions	928551	2 Virtua	240.00
09/06/2019	6000000075		Center For The Collaborative Classroom	924466-1	2 Virtua	2,743.36
09/06/2019	6000000076		Cole Papers Inc	927279-1	2 Virtua	778.68
09/06/2019	6000000077		Northern Air Corporation (NAC)	920320	2 Virtua	1,524.00
09/06/2019	6000000078		Trane US Inc	904045-1	2 Virtua	704.00
09/06/2019	6000000079		Trio Supply	903802	2 Virtua	1,858.22
09/06/2019	6000000080		Universal Athletic Service Inc	928417	2 Virtua	16,460.68
Total:						\$24,308.94

20190906 Virtual Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	7	24,308.94
Total:	7	\$24,308.94

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AP Check Register

AP Run: 20190916 Virtual — Post Date: 2019-09-16 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/16/2019	6000000081		Advanced Imaging Solutions	928551	2 Virtua	405.36
09/16/2019	6000000082		Cole Papers Inc	927279-1	2 Virtua	1,648.01
09/16/2019	6000000083		Triarco Arts & Crafts	904037-1	2 Virtua	17.00
09/16/2019	6000000084		Trio Supply	903802	2 Virtua	6,625.26
Total:						\$8,695.63

20190916 Virtual Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	4	8,695.63
Total:	4	\$8,695.63

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AP Check Register

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	24,205.92
02 - FOOD SERVICE	8,499.73
04 - COMMUNITY SERVICE	298.92
	\$33,004.57

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AP Check Register

AP Run: 20190904 ACH — Post Date: 2019-09-04 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/04/2019	9000000853	ACH	Funston, Kathy L	017175	1 AP5800	190.45
09/04/2019	9000000854	ACH	Jordan, Allison A	016428	1 AP5800	1,234.20
09/04/2019	9000000855	ACH	Konopa, Stacey	008088	1 AP5800	325.49
09/04/2019	9000000856	ACH	Lund, Elliott J	017435	1 AP5800	19.09
09/04/2019	9000000857	ACH	Oscarson, Kristi R	012479	1 AP5800	1,234.20
09/04/2019	9000000858	ACH	Pikal, Robin	019154	1 AP5800	1,000.00
09/04/2019	9000000859	ACH	Pilney, Maureen A	016103	1 AP5800	76.50
09/04/2019	9000000860	ACH	Ray, Stephen	014658	1 AP5800	181.50
09/04/2019	9000000861	ACH	Schiller, Lori L	016378	1 AP5800	79.92
09/04/2019	9000000862	ACH	Starkey, Michele M	012579	1 AP5800	216.34
Total:						\$4,557.69

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20190904 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	10	4,557.69
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	10	\$4,557.69

AP Check Register

AP Run: 20190911 ACH — Post Date: 2019-09-11 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/11/2019	900000863	ACH	Abrahamson, Jonathan	017819	1 AP5800	35.00
09/11/2019	900000864	ACH	Anderson, Esther R	017934	1 AP5800	170.00
09/11/2019	900000865	ACH	Austin, Linda M	017826	1 AP5800	170.00
09/11/2019	900000866	ACH	Barney, Angela J	013821	1 AP5800	170.00
09/11/2019	900000867	ACH	Becker, Brenda S	015549	1 AP5800	170.00
09/11/2019	900000868	ACH	Beerling, Lorie A	011213	1 AP5800	170.00
09/11/2019	900000869	ACH	Bliese, Trudy M	018562	1 AP5800	170.00
09/11/2019	900000870	ACH	Blocker, Jennifer M	011617	1 AP5800	170.00
09/11/2019	900000871	ACH	Bluhm, William Ae	018649	1 AP5800	61.94
09/11/2019	900000872	ACH	Bohr, Jennifer L	009302	1 AP5800	12.24
09/11/2019	900000873	ACH	Brown, Mary Kay	009373	1 AP5800	170.00
09/11/2019	900000874	ACH	Buck, Kathy J	019472	1 AP5800	170.00
09/11/2019	900000875	ACH	Burns, Pollyanna M	010851	1 AP5800	170.00
09/11/2019	900000876	ACH	Chamberland, Tausha	016392	1 AP5800	170.00
09/11/2019	900000877	ACH	Cin, Stephanie P	012319	1 AP5800	13.57
09/11/2019	900000878	ACH	Contreras, Kodi C	018537	1 AP5800	170.00
09/11/2019	900000879	ACH	Cook, Laurie N	018430	1 AP5800	170.00
09/11/2019	900000880	ACH	Davila, Rosa N	018717	1 AP5800	170.00
09/11/2019	900000881	ACH	Delshad, Shamseh	019594	1 AP5800	170.00
09/11/2019	900000882	ACH	Derden, William M	017873	1 AP5800	43.72

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AP Check Register

AP Run: 20190911 ACH — Post Date: 2019-09-11 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/11/2019	900000883	ACH	Deutsch, Matt R	014970	1 AP5800	133.00
09/11/2019	900000884	ACH	Donnohue, Rose Marie	016794	1 AP5800	170.00
09/11/2019	900000885	ACH	Edmonson, Susan L	017464	1 AP5800	93.96
09/11/2019	900000886	ACH	Erz, Marcia	012411	1 AP5800	170.00
09/11/2019	900000887	ACH	Evans, Christine O	012974	1 AP5800	170.00
09/11/2019	900000888	ACH	Gage, Lucas B	019646	1 AP5800	47.97
09/11/2019	900000889	ACH	Gayle, Laurie A	018552	1 AP5800	170.00
09/11/2019	900000890	ACH	Giddings, Michelle S	019721	1 AP5800	170.00
09/11/2019	900000891	ACH	Gilpin, Ashley	017611	1 AP5800	170.00
09/11/2019	900000892	ACH	Gooding, Diane	011971	1 AP5800	170.00
09/11/2019	900000893	ACH	Gorton, Rachel	016735	1 AP5800	838.24
09/11/2019	900000894	ACH	Gray, Karen M	017142	1 AP5800	83.14
09/11/2019	900000895	ACH	Griffin, Lyndsay K	014006	1 AP5800	40.00
09/11/2019	900000896	ACH	Griffith, Denise	019777	1 AP5800	93.96
09/11/2019	900000897	ACH	Gust, Jennifer	017940	1 AP5800	170.00
09/11/2019	900000898	ACH	Hagen, Aimee E	016614	1 AP5800	2.84
09/11/2019	900000899	ACH	Hammer, Jeffrey	011818	1 AP5800	37.62
09/11/2019	900000900	ACH	Hartog, Karra L	014710	1 AP5800	170.00
09/11/2019	900000901	ACH	Haslock, Christine	019025	1 AP5800	170.00
09/11/2019	900000902	ACH	Hassan, Hamza A	019413	1 AP5800	177.61

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AP Check Register

AP Run: 20190911 ACH — Post Date: 2019-09-11 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/11/2019	900000903	ACH	Heine, Michael	019318	1 AP5800	93.96
09/11/2019	900000904	ACH	Holewa, Mary A	011153	1 AP5800	170.00
09/11/2019	900000905	ACH	Holmes, Jamie L	018666	1 AP5800	170.00
09/11/2019	900000906	ACH	Huberty, Lori A	011106	1 AP5800	170.00
09/11/2019	900000907	ACH	Jackson, Deborah K	009093	1 AP5800	170.00
09/11/2019	900000908	ACH	Kaiser, Debra	010524	1 AP5800	170.00
09/11/2019	900000909	ACH	Kauffman, Christina	019468	1 AP5800	170.00
09/11/2019	900000910	ACH	Kronabetter, Julie R	016789	1 AP5800	176.55
09/11/2019	900000911	ACH	Laduke, Lizette	017082	1 AP5800	170.00
09/11/2019	900000912	ACH	Lawler, Melissa J	018212	1 AP5800	170.00
09/11/2019	900000913	ACH	Leake, Donald	007490	1 AP5800	38.05
09/11/2019	900000914	ACH	Mackey, Gale M	010140	1 AP5800	170.00
09/11/2019	900000915	ACH	Marshall, Veronica Jean	011858	1 AP5800	911.82
09/11/2019	900000916	ACH	Martin, Joan M	014860	1 AP5800	170.00
09/11/2019	900000917	ACH	Mauser, Courtney	012243	1 AP5800	170.00
09/11/2019	900000918	ACH	May, Marie T	012203	1 AP5800	170.00
09/11/2019	900000919	ACH	Mayerhofer, Tamera K	014194	1 AP5800	170.00
09/11/2019	900000920	ACH	McDonald, Patricia A	017146	1 AP5800	170.00
09/11/2019	900000921	ACH	Meade, Sara	019493	1 AP5800	170.00
09/11/2019	900000922	ACH	Miller, Lori A	017691	1 AP5800	170.00

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AP Check Register

AP Run: 20190911 ACH — Post Date: 2019-09-11 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/11/2019	900000923	ACH	Morris, Janice F	019643	1 AP5800	170.00
09/11/2019	900000924	ACH	Mosser, Dawn M	015815	1 AP5800	170.00
09/11/2019	900000925	ACH	Mueller, Sarah K	014106	1 AP5800	75.00
09/11/2019	900000926	ACH	Neher, Tamala Sue	014292	1 AP5800	170.00
09/11/2019	900000927	ACH	Neisen, Luann M	014675	1 AP5800	170.00
09/11/2019	900000928	ACH	Ness, Katie L	018356	1 AP5800	9.05
09/11/2019	900000929	ACH	Oftedahl, Angela R	019591	1 AP5800	170.00
09/11/2019	900000930	ACH	Omerovic, Amra	019486	1 AP5800	170.00
09/11/2019	900000931	ACH	Page, Denise	019304	1 AP5800	170.00
09/11/2019	900000932	ACH	Plaschko, Mary Beth	008281	1 AP5800	7.89
09/11/2019	900000933	ACH	Potter, Carolyn	019092	1 AP5800	93.96
09/11/2019	900000934	ACH	Quast, Lucia Jane	016712	1 AP5800	170.00
09/11/2019	900000935	ACH	Quinn, Catherine A	006705	1 AP5800	170.00
09/11/2019	900000936	ACH	Ramlow, Nancy	011522	1 AP5800	170.00
09/11/2019	900000937	ACH	Rathsabandith, Tanya	019368	1 AP5800	170.00
09/11/2019	900000938	ACH	Reesen, Jean E	018579	1 AP5800	170.00
09/11/2019	900000939	ACH	Schmid, Cheryl	009355	1 AP5800	170.00
09/11/2019	900000940	ACH	Schroeder, Michelle R	017053	1 AP5800	170.00
09/11/2019	900000941	ACH	Sexton, Tracy M	018001	1 AP5800	170.00
09/11/2019	900000942	ACH	Simon, Glenn D.	004356	1 AP5800	212.57

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AP Check Register

AP Run: 20190911 ACH — Post Date: 2019-09-11 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/11/2019	9000000943	ACH	Skoglund, Allison L	015398	1 AP5800	5.39
09/11/2019	9000000944	ACH	Smith, Kelly L	007347	1 AP5800	11.66
09/11/2019	9000000945	ACH	Sponsler, Tonnette M	012126	1 AP5800	170.00
09/11/2019	9000000946	ACH	Stevenson, Carol V	018330	1 AP5800	170.00
09/11/2019	9000000947	ACH	Teachout, Evi Sue	012967	1 AP5800	170.00
09/11/2019	9000000948	ACH	Teal, Darla L	017155	1 AP5800	170.00
09/11/2019	9000000949	ACH	Tesmer, Russell	013441	1 AP5800	26.47
09/11/2019	9000000950	ACH	Toeller, Sandra L	011948	1 AP5800	170.00
09/11/2019	9000000951	ACH	Tomoson, Rhonda G	010288	1 AP5800	170.00
09/11/2019	9000000952	ACH	True, Dixie A	018188	1 AP5800	170.00
09/11/2019	9000000953	ACH	Wahidi, Zarghona	017649	1 AP5800	170.00
09/11/2019	9000000954	ACH	Wening, Alesha	019166	1 AP5800	1,676.13
09/11/2019	9000000955	ACH	Wurdeman, Scott	010543	1 AP5800	52.78
09/11/2019	9000000956	ACH	Yiu, Carol S	017160	1 AP5800	170.00
Total:						\$16,156.09

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20190911 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	94	16,156.09
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	94	\$16,156.09

AP Check Register

AP Run: 20190919 ACH — Post Date: 2019-09-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/19/2019	900000957	ACH	Barth, Tami Rae	007269	1 AP5800	13.34
09/19/2019	900000958	ACH	Berg, Brenda M	019903	1 AP5800	93.96
09/19/2019	900000959	ACH	Czapar, Kelly N	017322	1 AP5800	20.88
09/19/2019	900000960	ACH	Erbes, Sarah L	017283	1 AP5800	15.08
09/19/2019	900000961	ACH	Fischer, Charlene	015908	1 AP5800	170.00
09/19/2019	900000962	ACH	Gare, Britnee M	019655	1 AP5800	26.00
09/19/2019	900000963	ACH	Griffin, Lyndsay K	014006	1 AP5800	40.00
09/19/2019	900000964	ACH	Hughes, Rachel J	018943	1 AP5800	18.90
09/19/2019	900000965	ACH	Kirchner, Amy	014600	1 AP5800	75.00
09/19/2019	900000966	ACH	Ly, Ty V	014939	1 AP5800	20.00
09/19/2019	900000967	ACH	Marshall, Veronica Jean	011858	1 AP5800	64.39
09/19/2019	900000968	ACH	Meilleur, Stephanie J	013329	1 AP5800	75.00
09/19/2019	900000969	ACH	Milnovich, Tracy	018144	1 AP5800	132.56
09/19/2019	900000970	ACH	Navarro, Rachel	019577	1 AP5800	10.44
09/19/2019	900000971	ACH	Nelson, Katie L	015010	1 AP5800	14.44
09/19/2019	900000972	ACH	Nelson, Tara A	015112	1 AP5800	91.29
09/19/2019	900000973	ACH	Ness, Karen M	016501	1 AP5800	11.60
09/19/2019	900000974	ACH	Niemiec, Alicia	013692	1 AP5800	11.02
09/19/2019	900000975	ACH	Peterson, Laura J	012064	1 AP5800	22.17
09/19/2019	900000976	ACH	Smith, Tracy J	014671	1 AP5800	186.70

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AP Check Register

AP Run: 20190919 ACH — Post Date: 2019-09-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/19/2019	9000000977	ACH	Stead, Amy Jo	006874	1 AP5800	690.00
09/19/2019	9000000978	ACH	Taylor, Jordan A-M	008359	1 AP5800	324.44
09/19/2019	9000000979	ACH	Walczak, Cheryl M	016345	1 AP5800	33.47
Total:						\$2,160.68

20190919 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	23	2,160.68
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	23	\$2,160.68

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AP Check Register

AP Run: 20190925 ACH — Post Date: 2019-09-25 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/25/2019	900000980	ACH	Battle, Theresa F	019927	1 AP5800	500.00
09/25/2019	900000981	ACH	Brady, Steve	010290	1 AP5800	74.49
09/25/2019	900000982	ACH	Gersich, Brian M	019849	1 AP5800	200.00
09/25/2019	900000983	ACH	Maternowski, Patricia	012853	1 AP5800	24.96
09/25/2019	900000984	ACH	Nicholson, Marcia L	017335	1 AP5800	36.99
09/25/2019	900000985	ACH	Pearson, Genevieve L	019994	1 AP5800	37.29
09/25/2019	900000986	ACH	Phillips, Maria	015741	1 AP5800	1,237.50
09/25/2019	900000987	ACH	Pikal, Robin	019154	1 AP5800	200.00
09/25/2019	900000988	ACH	Rider, Lisa K	016166	1 AP5800	200.00
09/25/2019	900000989	ACH	Schmeichel, Jaclyn C	019177	1 AP5800	15.98
09/25/2019	900000990	ACH	Sovine, Stacey	017487	1 AP5800	200.00
Total:						\$2,727.21

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20190925 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	11	2,727.21
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	11	\$2,727.21

AP Check Register

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	10,825.94
02 - FOOD SERVICE	11,620.54
04 - COMMUNITY SERVICE	1,479.06
22 - ISF - HEALTH SELECT 105	1,676.13
	\$25,601.67

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AP Check Register

AP Run: 20190917 Fund 26 — Post Date: 2019-09-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/17/2019	104022	Check	Badger Daylighting Corp	931021	6 BOND P	1,299.84
09/17/2019	104023	Check	Electro Watchman Inc	901078	6 BOND P	2,400.55
09/17/2019	104024	Check	Global Communications Wiring & Services	927736	6 BOND P	769.00
09/17/2019	104025	Check	Hedback, John A	922848-1	6 BOND P	700.00
09/17/2019	104026	Check	Midwest Fence & Mfg	902822	6 BOND P	57,743.00
09/17/2019	104027	Check	Robb, James T	929861	6 BOND P	2,651.61
Total:						\$65,564.00

20190917 Fund 26 Summary

Type	Count	Amount
Regular	6	65,564.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	6	\$65,564.00

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AP Check Register

AP Run: 20190927 Fund 26 — Post Date: 2019-09-27 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
09/27/2019	104028	Check	Allegra	929445-1	6 BOND P	5,142.96
09/27/2019	104029	Check	American Office Products	927586	6 BOND P	94.00
09/27/2019	104030	Check	Electro Watchman Inc	901078	6 BOND P	5,810.14
09/27/2019	104031	Check	Finishing Touch Plus	924349-1	6 BOND P	432.50
09/27/2019	104032	Check	Midwest Fence & Mfg	902822	6 BOND P	1,640.00
09/27/2019	104033	Check	Office Systems And Design Inc	926881	6 BOND P	4,824.65
09/27/2019	104034	Check	RAK Construction Inc	929749	6 BOND P	124,223.57
Total:						\$142,167.82

20190927 Fund 26 Summary

Type	Count	Amount
Regular	7	142,167.82
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	7	\$142,167.82

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AP Check Register

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
26 - BOND REFERENDUM	207,731.82
	\$207,731.82

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**Agenda IV.A.5.
November 14, 2019**

To: Board of Education
From: Superintendent Dr. Theresa Battle
Date: October 25, 2019
Re: Report on Listening Session on October 24, 2019

School Board Listening Session
10-24-19

Board Members: Directors Eric Miller and Jen Holweger
Superintendent Dr. Theresa Battle

No one spoke at the listening session.



**Agenda IV.A.6.
November 14, 2019**

To: Board of Education
From: Superintendent Dr. Theresa Battle
Date: November 8, 2019
Re: Policies 202: *School Board Officers*; and 203.2 *Order of the Regular School Board Meeting*

Recommendation: Approve, on a second reading basis, changes to Policies 202: *School Board Officers*; and 203.2 *Order of the Regular School Board Meeting*.

These policies were reviewed by the Policy Review Committee on October 8, 2019. The school board reviews all policies at least once every five years and these policies were scheduled to be reviewed as part of the review rotation. The first reading of the policies were approved at the Board meeting on October 24, 2019.

- Policy 202 was updated to bring clarification to the role of the clerk.
- Policy 203.2 was updated to reflect our current board agenda format.

Adopted: 08/2008
Reviewed: 10/24/2019
Revised: 11/14/2019
Rescinds: BCB

Burnsville-Eagan-Savage School District Policy 202

202 SCHOOL BOARD OFFICERS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. ORGANIZATION

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

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

IV. OFFICER'S RESPONSIBILITIES

- A. Chair

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

B. Vice-Chair

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

C. Treasurer

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

D. Clerk

1. The clerk shall keep a record of all meetings in the books provided.

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

E. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:

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

Legal References: Minn. Stat. § 123B.12 (Finance)
Minn. Stat. § 123B.14 (Officers)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 126C.17 (Referendum Revenue)
Minn. Stat. Ch. 205A (School District Elections)

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

Adopted: 04/23/2015
Reviewed: 10/24/2019
Revised: 11/14/2019
Rescinds:

Burnsville-Eagan-Savage School District Policy 203.2

203.2 ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. ORDER

- A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:
 - 1. Call to order.
 - 2. Welcome.
 - 3. Pledge of Allegiance.
 - 4. Approval of agenda.
 - 5. Information.
 - 6. Consent agenda.
 - 7. Other old or unfinished business.
 - 8. New business.
 - 9. Adjournment.
- B. Some items in this order may be considered as part of a consent agenda.
- C. The school board may depart from the order of business with the consent of the majority of members present.

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

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



Future Ready. Community Strong.

**Agenda IV.A.8.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Chair Alt

Date: November 8, 2019

Re: Special Workshop on Facilities

Recommendation: that the Board of Education approves scheduling a special workshop on December 10, 2019 at 6:30 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN regarding facilities.



**Agenda IV.A.8.
November 8, 2019**

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

From: Keith French and Molly Holmes, Sponsoring Staff

Date: November 8, 2019

Re: Extended Field Trip Request Application for Final Approval of a Field Trip for Burnsville High School Band Students to go to Greece February 21 to March 1, 2020

Recommendation: Approve an extended field trip request application for final approval of a field trip for Burnsville High School band students to go to Greece February 21 to March 1, 2020.

Date of trip: February 21 to March 1, 2020.

Destination: Greece

Name of sponsoring staff: Keith French and Molly Holmes

Cost per student: \$3,825.00

Number of students and chaperones: 49 students and 5 chaperones.

Educational objective: The primary objective is to enhance students musical experience through performance. Students will enhance their awareness of other cultures concerts including daytime/evening concerts, school exchange concerts, and clinics.

Proposed program: We will tour Greece including Athens, and Santorini. We will perform at least four concerts during our trip. The trip will help the students gain a better understanding and awareness of another culture through its people and historic sites.

The initial request was approved by the Board on November 15, 2018.



**Agenda IV.A.9.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Jaclyn Schmeichel and Kristen Fournier

Date: November 8, 2019

Re: Application for Final Approval for an Extended Field Trip to Puerto Rico February 28-March 4, 2020

Recommendation: that the Board of Education approves the Application for Final Approval of an Extended Field Trip to Puerto Rico February 28-March 4, 2020.

Names of sponsoring staff: Jaclyn Schmeichel and Kristen Fournier

Cost per student: \$2,450.00 (plus \$100-\$150 for personal expenses)
Fundraising opportunities will be available for students.

Number of students and chaperones: 28 students and 5 chaperones.

Educational objective: The primary objective of this program is to enrich students' understanding of music un other cultures, provide exclusive performance opportunities, and develop musicianship in our students.

Proposed program: Choir students will be traveling to Puerto Rico to perform in three locations and learn more about the culture and music of Puerto Rico.

The initial request was approved by the Board on February 21, 2019.



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

To: Board of Education
Superintendent Dr. Theresa Battle

From: Lisa Rider, executive director of business services

Date: November 8, 2019

Re: Canvass Election Results

Recommendation: that the Board adopts a resolution canvassing returns of votes of school district special election.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 191
(BURNSVILLE-EAGAN-SAVAGE)
DAKOTA AND SCOTT COUNTIES, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, was duly held in said school district on the 14 day of November, 2019, at 6:30 p.m. for the purpose, in part, of canvassing its special election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

**RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 191, Dakota and Scott Counties, Minnesota, as follows:

1. It is hereby found, determined and declared that the special election of the voters of this school district held on November 5, 2019, was in all respects duly and legally called and held.
2. As specified in the attached Abstract and Return of Votes Cast, a total of 5,308 voters of the district voted at said special election on the question of renewing the operating levy authority of the district.
3. A total of 3,252 voters voting in favor of the question, and a total of 2,053 voters voting against the question, the question was approved.
4. The clerk is hereby directed to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
COUNTIES OF DAKOTA) SS
AND SCOTT)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to canvassing the results of the special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 14 day of November 2019.

School District Clerk
Independent School District No. 191
(Burnsville-Eagan-Savage)
Dakota and Scott Counties, Minnesota

ATTACHMENT 13

ABSTRACT AND RETURN OF VOTES CAST

[to be provided by Dakota and Scott Counties]

ATTACHMENT 14

CLERK'S CERTIFICATE AS TO ABSTRACT AND RETURN OF VOTES CAST

STATE OF MINNESOTA)
COUNTIES OF DAKOTA) SS
AND SCOTT)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 191 (Burnsville-Eagan-Savage), Dakota and Scott Counties, Minnesota, do hereby certify that I have carefully compared the attached copy of the Abstract and Return of Votes Cast of the special election held on November 5, 2019, with the original thereof on file and of record in my office and the same is a full, true and complete copy thereof.

WITNESS MY HAND officially as Clerk of said School District this 14 day of November, 2019.

School District Clerk
Independent School District No. 191
(Burnsville-Eagan-Savage)
Dakota and Scott Counties, Minnesota

Abstract of Votes Cast
Independent School District No. 191 (BURNSVILLE)
State of Minnesota
at the Municipal and School District General Election
Held Tuesday, November 5, 2019

Compiled from the Official Returns.

Summary of Totals
Independent School District No. 191 (BURNSVILLE)
Tuesday, November 5, 2019 Municipal and School District General Election

Number of persons registered as of 7 a.m.	41875
Number of persons registered on Election Day	108
Number of accepted regular, military, and overseas absentee ballots and mail ballots	427
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	5308

Summary of Totals
Independent School District No. 191 (BURNSVILLE)
Tuesday, November 5, 2019 Municipal and School District General Election

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

SCHOOL DISTRICT QUESTION 1 (ISD #191)

NP	NP
YES	NO
3252	2053

Detail of Election Results
 Independent School District No. 191 (BURNSVILLE)
 Tuesday, November 5, 2019 Municipal and School District General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
19 8639 : ISD 191 P5 VISTA VIEW ELEMENTARY SCHOOL	6060	14	716
19 8640 : ISD 191 P2 GIDEON POND ELEMENTARY SCHOOL	6827	17	1006
19 8641 : ISD 191 P4 SIOUX TRAIL ELEMENTARY SCHOOL	6665	18	1036
19 8642 : ISD 191 P1 EDWARD NEILL ELEMENTARY SCHOOL	6694	24	831
19 9491 : ISD 191 P3 JOHN METCALF JUNIOR HIGH SCHOOL	6393	19	649
70 9492 : ISD 191 HARRIET BISHOP ELEMENTARY	4403	13	601
70 9493 : ISD 191 GLENDALE UNITED METHODIST CHURCH	4833	3	469
Independent School District No. 191 (BURNSVILLE) Total:	41875	108	5308

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Detail of Election Results
Independent School District No. 191 (BURNSVILLE)
Tuesday, November 5, 2019 Municipal and School District General Election

Office Title: SCHOOL DISTRICT QUESTION 1 (ISD #191)

Precinct	NP YES	NP NO
19 8639 : ISD 191 P5 VISTA VIEW ELEMENTARY SCHOOL	444	272
19 8640 : ISD 191 P2 GIDEON POND ELEMENTARY SCHOOL	665	341
19 8641 : ISD 191 P4 SIOUX TRAIL ELEMENTARY SCHOOL	637	399
19 8642 : ISD 191 P1 EDWARD NEILL ELEMENTARY SCHOOL	505	326
19 9491 : ISD 191 P3 JOHN METCALF JUNIOR HIGH SCHOOL	357	292
70 9492 : ISD 191 HARRIET BISHOP ELEMENTARY	390	209
70 9493 : ISD 191 GLENDALE UNITED METHODIST CHURCH	254	214
Total:	3252	2053

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We, the school board members of Independent School District No. 191 (BURNSVILLE), certify that we have canvassed the returns of the Municipal and School District General Election held on Tuesday, November 5, 2019 and have herein specified the names of any candidates receiving votes and the number of votes received by each candidate, and have herein specified the number of votes for and against any ballot questions voted on in this election.

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the clerk of Independent School District No. 191 (BURNSVILLE).

Witness our official signature at _____ in _____ County this _____ day of _____, 2019.

School Board Member

School Board Member

School Board Member

School Board Member

School Board Member

School Board Member

School Board Member

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State of Minnesota
Independent School District No. 191 (BURNSVILLE)

I, _____, Clerk of the Independent School District No. 191 (BURNSVILLE) do hereby certify the within and foregoing _____ pages to be a full and correct copy of the original abstract and return of the votes cast in the Independent School District No. 191 (BURNSVILLE) Municipal and School District General Election held on Tuesday, November 5, 2019.

Witness my hand and official seal of office this _____ day of _____, 2019.



Future Ready. Community Strong.

**Agenda IV.B.2.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Imina Oftedahl, director of curriculum, instruction, and assessment

Date: November 8, 2019

Re: Policy 613: *Graduation Requirements Policy*

Recommendation: Approve, on a first reading basis, changes to Policies 613: *Graduation Requirements Policy*.

Policy 613 was reviewed by the Policy Review Committee on October 8, 2019.

Adopted: 4/1997
Reviewed: ~~6/14/2018~~/14/2019
Revised: 6/21/2018
Rescinds: IKF

Burnsville-Eagan-Savage School District Policy 613

613 GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students entering grade 8 in the 2011-2012 school year and earlier must satisfactorily complete, as determined by the school district, all credit requirements, all state academic standards, or local standards where state standards do not apply, and successfully pass graduation examinations, as required, in order to graduate. For students entering grade 8 in the 2012-2013 school year and later, the school district's policy is that students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

III. DEFINITIONS

- A. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, career and technical education, or world languages.
- B. "Credit" means a student's successful completion of a semester of study or a student's mastery of the applicable subject matter, as determined by the school district, and sufficient to satisfy applicable academic standards
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "EL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

- F. “GRAD” means the graduation-required assessment for diploma that measures the reading, writing, and mathematics proficiency of high school students.

IV. DISTRICT ASSESSMENT ADMINISTRATOR

The district shall name a staff member as the school district assessment administrator. Said person shall be in charge of all test procedures.

V. GRADUATION ASSESSMENT REQUIREMENTS

- A. Graduation assessment requirements for students first enrolled in grade 8 in 2011 12 or earlier are:
- Meet or have met graduation assessment requirements through routes related to the Graduation-Required Assessments for Diploma (GRAD)*; OR
 - Take or have taken The ACT + Writing, the WorkKeys, the Compass, or the Armed Services Vocational Aptitude Battery (ASVAB); OR
 - Meet or have met district alternative, equivalent assessment to satisfy the graduation assessment requirements.

*GRAD routes outlined in 2015-16 Procedures Manual for the Minnesota Assessments, p. 33.

- B. Students first enrolled in grade 8 in 2012-13 or later are not required to take any graduation assessments. However, all students must:
- Be provided the opportunity to participate in a district-provided college entrance exam in grade 11 or grade 12; AND
 - Be provided assistance, no later than grade 9, in exploration and planning activities for career interests or post-secondary education; AND
 - ~~Have a record of progress toward career and college readiness on the high school transcript.~~

VI. GRADUATION CREDIT REQUIREMENTS

- A. Students who first enrolled in grade 9 in the 2015-16 school year must successfully complete, as determined by the school district, 32 high school level credits for graduation. Requirements for graduation are as follows:
1. Successfully complete the following courses: Geography 9, English 9, Math 9, Earth/Physical Science 9;

2. Successfully complete 32 high school level credits in grades 10-12.
 - a. Six credits of language arts;
 - b. Six credits of social studies, including world history, American history, government, and economics;
 - c. Four credits of mathematics, including geometry and algebra II;
 - d. Four credits of science, including biology and chemistry;
 - e. Two credits in the arts;
 - f. One credit of health;
 - g. One credit of physical education; and
 - h. Eight credits of electives.
- B. Students who first enrolled in grade 9 in the 2016-2017 school year or later must successfully complete 46 high school level credits for graduation.
1. Eight credits of language arts;
 2. Six credits of mathematics, including two credits of geometry, two credits of Algebra II, and two credits of statistics and probability;
 3. Six credits of science, including two credits of physical science, two credits of biology and two credits of chemistry;
 4. Seven credits of social studies, including one credit of geography, two credits of world history, two credits of American history, one credit of government and one credit of economics
 5. Two credits in the arts;
 6. One credit of health;
 7. One credit of physical education;
 8. Incoming freshman must complete one credit of College and Career Planning (~~Success 191~~), required during freshman year. This requirement may be met by:
 - a. Success 191, AVID Elective 9, college and career planning content-based English language development course, or coursework aligned to IEP transition goals.

b. Students enrolling in subsequent years will be required to complete an additional elective credit to meet the number required.

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9. Fourteen credits of electives.

VII. GRADUATION STANDARDS REQUIREMENTS

A. All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):

1. Minnesota Academic Standards, English Language Arts K-12;
2. Minnesota Academic Standards, Mathematics K-12;
3. Minnesota Academic Standards, Science K-12;
4. Minnesota Academic Standards, Social Studies K-12;
5. Minnesota Academic Standards, Physical Education K-12; and
6. Locally adopted standards, Arts K-12.

B. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VIII. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minn. Stat. § 120B.07, upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.018 (Definitions)

Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Involuntary Career Tracking Prohibited)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: Burnsville-Eagan-Savage School District Policy 104 (School District Mission Statement)
Burnsville-Eagan-Savage School District Policy 601 (School District Curriculum and Instruction Goals)
Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)
Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
Burnsville-Eagan-Savage School District Policy 616 (School District System Accountability)



Future Ready. Community Strong.

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

To: Board of Education
Superintendent Dr. Theresa Battle

From: Chair Alt

Date: November 8, 2019

Re: Public Hearing

Recommendation: that the Board of Education approves scheduling a public hearing on December 4, 2019 at 6:30 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN regarding school closings.



**Agenda V.A.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Imina Oftedahl, director of curriculum, instruction, and assessment

Date: November 8, 2019

Re: Workshop on Advanced Learning



ONE91
Burnsville · Eagan · Savage



Elementary Advanced Learning November 14, 2019

With CHANGE, comes OPPORTUNITY

- Current Reality
- Programming Proposal
- Discussion

Discussion

! Value, benefits, opportunities

↓ Concerns, unintended impacts,
challenges

? Questions, wonderings, more
information

OUR
MISSION***Each Student. Future Ready. Community Strong.***191
CORE VALUES

Expectations:	I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community.
Respect:	I will honor the uniqueness of myself and others
Integrity:	I will do the right thing, even when no one is looking
Partnership:	I will engage in relationships and action which empowers learning for ALL

STRATEGIC DIRECTIONS

- Close gaps and raise achievement for all students
- Create a culturally proficient school system
- Maximize resources for optimal student learning
- Increase the capacity for partnership with community

VISION 2020

ISD 191 will become the leading and preferred source of learning and education for its students and adult learners because we:

- Utilize technology for instruction to provide rigorous, personalized learning, and maximize operational systems.
- Serve the unique needs of our students, families and communities first and foremost.
- Provide relevant and engaging student learning and enrichment leading to college and career readiness for all.
- Develop innovative, attractive and aligned academic programs, support services and opportunities.
- Invest and engage in real partnership across those with differing interests, talents, assets and opportunities aligned with District mission and core values.
- Energize and leverage our community diversity in all forms as unique and valued assets for developing true real-world ready learners and citizens.
- Attract, value, retain and develop the very best employees in education and operations to serve our students and families.

Current Reality

- Successful High School Pathways
- Program Assets and Resources
- Community Partners
- Commitment to Equity
- Facilities Realignment
- Enrollment Decline
- Prior Budget Reductions
- Systemic Inequities

Strategic Direction

- Close gaps and raise achievement for all children
- Create a culturally proficient school system
- Maximize resources for optimal student learning
- Increase the capacity for partnership with community

Why?

Provide more attractive, equitable,
and sustainable programming for
all students

Process

- Magnet school review
- Historical review
- Research of best practices
- Evaluate current magnets
- Input and feedback
- Proposal development

Four Pillars

1. Equity

2. Arts

3. Advanced Learning

4. College/Career Readiness

WHAT'S YOUR PATHWAY?

Take classes that will help you prepare you for the future.

Create K-12

Pathways Alignment

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- Design & Engineering
- Health & Human Services
- Business & Entrepreneurship
- Arts & Communications

DESIGN,
ENGINEERING,
& MANUFACTURING
TECHNOLOGIES

HEALTH SCIENCES &
HUMAN SERVICES

BUSINESS,
MANAGEMENT &
ENTREPRENEURSHIP

ARTS, GLOBAL
COMMUNICATIONS,
& INFORMATION SYSTEMS

Secondary Alignment

- Arts electives: band, orchestra, choir, visual arts, theater
- Advanced Learning: MS learning specialist and PLTW, HS College in the Schools, concurrent enrollment, AP Courses, foreign language
- College/Career Readiness: AVID, Pathways, Ramp Up to Readiness

Magnet Program Today

- Identification process
- Students served and underserved
- Programming resources eroded
- Limited theme-based experiences
- Standardized curriculum
- Transportation costs
- Facilities reorganization
- Boundary changes

Future Configuration

- Equity in access and opportunity
- GT – STEM – ARTS in all buildings
- PK-12 alignment to HS Pathways
- Greater sustainability with access to other funding
- Facilities reorganization creates efficiencies in staffing

Why transition from Magnets to Pathways?

*Provide more attractive, equitable, and sustainable
programming for all students*

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- Focus groups
- Timeline
- Resources and Sustainability

THANK YOU

Discussion

! Value, benefits, opportunities

↓ Concerns, unintended impacts,
challenges

? Questions, wonderings, more
information

Vision One91 Elementary

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District one91 District 191 Strategic Roadmap 2015-2020

OUR MISSION *Each Student. Future Ready. Community Strong.*

CORE VALUES

Expectations: I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community.

Respect: I will honor the uniqueness of myself and others

Integrity: I will do the right thing, even when no one is looking

Partnership: I will engage in relationships and action which empowers learning for ALL

STRATEGIC DIRECTIONS

- Close gaps and raise achievement for all students
- Create a culturally proficient school system
- Maximize resources for optimal student learning
- Increase the capacity for partnership with community

VISION 2020

ISD 191 will become the leading and preferred source of learning and education for its students and adult learners because we:

- Utilize technology for instruction to provide rigorous, personalized learning, and maximize operational systems.
- Serve the unique needs of our students, families and communities first and foremost.
- Provide relevant and engaging student learning and enrichment leading to college and career readiness for all.
- Develop innovative, attractive and aligned academic programs, support services and opportunities.
- Invest and engage in real partnership across those with differing interests, talents, assets and opportunities aligned with District mission and core values.
- Energize and leverage our community diversity in all forms as unique and valued assets for developing true real-world ready learners and citizens.
- Attract, value, retain and develop the very best employees in education and operations to serve our students and families.

Future Ready. Community Strong.

Vision One91 Elementary will align with District Strategic Roadmap



- Continued technology infusion
- Focused and innovative themes aligned to BHS
- Community partnerships for elementary sites
- Opportunities prioritizing the health, happiness, and well-being of students

Project Description: ISD One91 will provide more attractive, equitable and sustainable programming for all students.	
Process	<ul style="list-style-type: none"> ➤ A team of principals went through a formal review of the current magnet sites. They reviewed the history and data of the magnet sites and the current research around best practice in magnet schools. ISD 191 Data Review, Research Summary ➤ This information was brought to the large group of elementary principals. The team reviewed, discussed, and completed a survey around the current sites. The survey results showed support for strengthening programming and creating opportunities at all sites. ➤ All elementary principals and middle school principals were asked to review and comment on multiple scenarios.
Goals	<ul style="list-style-type: none"> • align with our district values, beliefs, and strategic direction • provide a whole-child approach • increase achievement with rigorous curriculum • become a highly sought-after district for students in the metro area

4 Pillars for K-5 Programming in ISD One91

<p>I. Equity</p>	<ul style="list-style-type: none"> • Cultural Proficient School Systems • Equitable access and opportunities for ALL students and families
<p>II. Arts</p>	<ul style="list-style-type: none"> • Music-band and orchestra introductory experiences • Theater-Performing Arts experience
<p>III. Advanced Learning</p>	<ul style="list-style-type: none"> • Advanced Learning support in each building K-8 <ul style="list-style-type: none"> ○ Direct service to students (WIN) ○ Teacher support for differentiation • Project-based learning experiences
<p>IV. College and Career Ready</p>	<ul style="list-style-type: none"> • AVID Elementary: K-12 college and career pathway preparation focusing on rigor • K-12 Pathway Alignment <ul style="list-style-type: none"> ○ <u>Arts/Communication</u>: vocal music, instrumental music, visual art, and performing arts ○ <u>Health and Wellness</u>: physical education, active recess, social-emotional curriculum, new science standards ○ <u>Design/Engineering</u>: Digital Learning Specialists and enhanced Makerspaces, STEM infusion ○ <u>Business and Entrepreneurship</u>: project-based interdisciplinary classroom experience



**Agenda V.B.
November 14, 2019**

To: Board of Education
Superintendent Dr. Theresa Battle

From: Director Eric Miller

Date: November 8, 2019

Re: Workshop to discuss the superintendent job description



Human Resources Job Description

Superintendent of Schools

Burnsville-Eagan-Savage School District 191, 200 W. Burnsville Pkwy, Burnsville, MN 55337, 952.707.2000, ISD191.ORG

Descriptors

Position Title: Superintendent of Schools
Position Classification: Chief Executive Officer
Exempt Status: Exempt
Supervisory: Yes

Department: District-wide
Reports To: Board of Education
Revision Date: 10/15/2019
FTE: 1.0

Approval: _____

(Executive Director of Human Resources)

Approval: _____
(Board Chair)

Job Summary

Primary Purpose: The Superintendent is the chief executive officer of the School District, is the professional advisor to the School Board, and is directly accountable to the School Board. The Superintendent is responsible for guiding and directing all operations and educational programs of the School District in alignment with the Board's Vision and Strategic Roadmap. The Superintendent shall inform the School Board of all the needs related to the current and future operations of the School District. The Superintendent shall recommend policies to the School Board and, when adopted by the School Board, shall be responsible for implementing, interpreting, and executing those policies. The Superintendent shall represent the district as the primary spokesperson to the public, media, governmental agencies and other organizations.

Essential Duties and Responsibilities

Serves as the Chief Executive Officer for the School District.

Responsible for the leadership and management of the district, the administration of all School Board policies, and is directly accountable to the Board. As CEO, the Superintendent shall inform, advise, and develop shared understanding with the Board about programs, practices, successes, and challenges facing the district. The Superintendent shall present recommendations to the Board on matters of policy, employment, budget, and other items required by law. The Superintendent will support the development of Board members as a governing body through identifying professional development opportunities, on-going communications, and modeling public organizational design. Where responsibilities are not specifically prescribed, nor school board policy applicable, the Superintendent shall use personal and professional judgment, subject to annual review by the School Board.

Ensure system-wide plans for safety and security and healthy school and/or work environment.

Directs and oversees the operational and administrative services, programs, and operations of the District to ensure the efficiency and effectiveness of these functions.

Assume the ultimate responsibility for all aspects of the School District's operation. This includes financial operations, facilities management, transportation, food service, technology, maintenance, and human resources. Protects school district's fiscal health by continually seeking efficiencies and identifying new sources of funding. Identifies and implements strategies and plans monitoring improvement efforts and progress. Directs and supervises executive personnel to implement operational and administrative services in alignment with the Strategic Roadmap.

Serves as the educational leader of the District.

Provide leadership for the School District's Birth -21 educational programs, staff-development programs, and curriculum development to provide the best possible learning environment for all the School District's students. Identifies and implements strategies and plans monitoring improvement efforts and progress. Demonstrates knowledge and comfort with current instructional programs and participates actively in professional groups for the School District's benefit. Develops and empowers open, productive, caring and trusting relationships among students and staff. Establishes expectations for staff to cultivate and reinforce student engagement and success in school.

Serves as the primary spokesperson for the District and oversees all public relation activities of the District to best represent the District before the public, governmental agencies, community organizations, or other groups.

As the primary spokesperson for the School District, the Superintendent shall establish positive working relationships with students, staff, the community, local and state governmental agencies and other organizations. The Superintendent shall seek input and feedback on current practices and policies to help guide and inform the Board with decisions. The Superintendent shall generate goodwill with the community through on-going communication and partnerships

focused on strengthening the district's ability to provide the best educational experience for our students. The Superintendent shall also generate goodwill through being responsive to concerns brought to the Superintendent's attention.

Ethical and Inclusive Leadership.

The Superintendent shall demonstrate a commitment to the highest standards of ethical and professional behavior, including the values declared by the School District. They will create a climate in which employees are highly conscious of ethical and professional expectations and hold each other accountable.

Work Requirements and Characteristics

Education/Certification Requirement:

- Master's Degree in Education Administration or Leadership
- MN Superintendent Licensure

Experience and Preferences:

- Is committed to and a visible supporter of the Roadmap and Vision One91 Plan. Has demonstrated the ability to implement the strategic plan for the District with action plans creating excellence and opportunity for all students.
- Understands and can address the needs of the wide variety of students served in the District providing exemplary, high impact academic programs allowing all students to have multiple options upon graduation.
- Is of high integrity, possessing excellent interpersonal skills, being approachable, friendly, creating in-depth relationships with staff, businesses, and community.
- Is an experienced, visionary leader who works well with all staff, community and business leaders to guide the District towards Career and College readiness for all students.
- Has a strong understanding of school finance, budget, and can lead the District in directing and stabilizing the finances.
- Communicates well and frequently in person, in written form, and via social media with the staff, community, students and parents.
- Listens and considers the input received so action can be taken in a collaborative manner.
- Will work with the appropriate community and District people to create and communicate a brand of excellence for the District.
- Has demonstrated the ability to listen and support the social-emotional needs of students: furthers the cultural competency of the staff, student body and within the community so that every student feels welcomed, safe and valued.
- Is comfortable as the "face of the District" advocating on behalf of the District in the community, with the state department, cities, county, and legislature to further the image of quality educational programs and caring for students in One91.
- Supports and furthers Community Education via ECFE, ABE, and the breadth of options available to the community from Birth to senior citizen status.

An individual who firmly believes:

- Expectations: I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community

Demonstrates high level of self-awareness of and commitment to improve upon professional practice. Demonstrates cultural competency that honors values, beliefs, norms and traditions of diverse groups and integrates diverse representation into school and School District decision-making. Ensures that a coordinated, system-wide plan to achieve equity for all students and staff has been developed and implemented.

Performs other duties of a comparable level or type, as required.

- Respect: I will honor the uniqueness of myself and others
- Integrity: I will do the right thing...even when no one is looking
- Partnership: I will engage in relationships and action which empowers learning for ALL

Essential skills required to perform the work:

A person who serves as a Superintendent shall demonstrate all core competencies described in subpart 1 (<https://www.revisor.mn.gov/rules/3512.0510/>) and competence in the following specific areas:

A. Policy and law by:

- (1) demonstrating an understanding of the role policy plays in School District governance and administration;
- (2) demonstrating knowledge of statutory regulations affecting School Board meetings, communications, procedures, and practices; and
- (3) demonstrating an understanding of the roles and responsibilities of the School Board;

B. Political influence and governance by:

- (1) demonstrating an understanding of the role the political process plays in public education and the connection between them;
- (2) demonstrating an understanding of how to interact with local and state governments; and
- (3) demonstrating an understanding of the roles played by other community leaders in the School District;

C. Communication by:

- (1) demonstrating knowledge of cultivating positive relationships between and with School Board members; and
- (2) demonstrating an understanding of the importance of communication leadership between school district and its community;

D. Organization management by demonstrating knowledge of

factors that affect school finance, including sources of revenue; expenditure classifications; generally acceptable accounting principles; and local, state, and federal finance calculations; and

E. Judgment and problem analysis by demonstrating knowledge of

how to balance varied and competing interests to ensure the mission and vision of the School District is carried forward.

Physical and Mental Requirements

Electronic devices and software applications required:

Operates office equipment including computer, printer, copy machine and phone/mobile phone. Uses multiple software applications including word processing, spreadsheet, email and presentation software

Physical demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required

to stand; walk; and use hands to finger, handle, or feel objects, tools, or controls. The employee must frequently lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

Work environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

This description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform other job-related duties as requested by their supervisor. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.