



***Future Ready. Community Strong.***

## **Regular Meeting Agenda**

Diamondhead Education Center  
200 W. Burnsville Parkway  
Burnsville, MN, 55337  
January 9, 2020  
6:30 PM

5:45 PM :Listening Session with Directors Jen Holweger and Darcy Schatz

- I. Call to Order
  - A. Welcome Public
  - B. Pledge of Allegiance
- II. Approval of Agenda
- III. Annual Organization of the Board of Education 4
  - A. Election of Chair
  - B. Election of Vice Chair
  - C. Election of Clerk
  - D. Election of Treasurer
  - E. Salaries of Board Members
  - F. Regular Meetings of the School Board
  - G. Authorization of Electronic (telephone) Fund Transfers 10
  - H. Authorization for Use of Facsimile Signatures 15
    - I. Designation of Official Depositories
  - J. Appointment to Committees 16
  - K. Authorization to Execute and File Application for State- and Federally-Funded Programs
  - L. Designation of Legal Counsel
  - M. Designation of Official Newspaper
  - N. Designation of Identified Official with Authority for Minnesota Department of Education (MDE) Secure Website Access 18
- IV. Information

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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. Report on First 100 Days Presenter: Dr. Theresa Battle, Superintendent	19
B. FY21 Budget Process and Timeline Presenter: Lisa Rider, Executive Director of Business Services	40
C. Student Representative	51
D. Superintendent	52
E. Board Members	53
V. Business Meeting	
A. Consent Agenda Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.	
1. Approve Meeting Minutes	54
2. Approve Personnel Recommendations	80
3. Adopt a Resolution to Accept Donations	81
4. Receive a Report on the Listening Session	84
5. Approve the Flooring Proposal for the 2020 Carpet Replacement at Eagle Ridge Middle School	86
6. Approve No Changes to Policies 207: <i>Public Hearings</i> ; 301: <i>School District Administration</i> ; 302: <i>Superintendent</i> ; 303: <i>Superintendent Selection</i> ; 304: <i>Superintendent Contract, Duties, and Evaluation</i> ; and 306: <i>Administrator Code of Ethics</i>	87
B. New Business	
1. Approve, on a First Reading Basis, Changes to Policy 205: <i>Open Meetings and Closed Meetings</i> and 607: <i>Organization of Grade Levels</i> Presenter: Brian Gersich, Assistant Superintendent	99
2. Approve, on a First Reading Basis, Changes to Policy 903: <i>Visitors to School District Buildings and Sites</i> Presenter: Aaron Tinklenberg, Director of Communications	110
3. Approve, on a Second Reading Basis, New Policy 509.5: <i>Intra-District Transfer (Variance Enrollment)</i> Presenter: Stacey Sovine, Executive Director of Human Resources	113
VI. Adjourn to a Workshop on City of Burnsville Landfill Discussion	121
VII. Adjourn to a Closed Session as Permitted by Minnesota Statute 13D.03 to Discuss ISD 191's Labor Negotiation Strategy	

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**Future Ready. Community Strong.**

**Agenda III.A-N  
January 9, 2020**

**To:** Board of Education

**From:** Dr. Theresa Battle, superintendent  
Lisa K. Rider, executive director of business services

**Date:** January 2, 2020

**RE:** Annual Organization of the Board of Education

**RECOMMENDATION:** to approve recommendations and adopt the resolutions shown below to accomplish organization of the Board of Education for 2020.

The items listed below must be addressed by the school board at its organizational meeting on January 9, 2020.

In order of rank, the officers from 2020 are responsible for calling the organizational meeting to order. This individual, or someone elected as temporary chair, should preside until a new chair is elected.

Prior to the election of officers, the board should determine the method to be used in selecting its new officers. A recommended method is that of majority vote on the candidate or candidates nominated for each position. Policy 202 provides further direction with respect to selection of officers and officer's responsibilities.

The annual organization of the school board occurs in January to conform to the term of office for school board members. Some matters of school board organization are more readily conducted on a fiscal year basis and will be presented in June.

The items that follow pertain to Board of Education organization for 2020.

**A. Election of Chair**

Annotation: The chair presides at all school board meetings and works with the superintendent on calling board meetings and establishing meeting agendas. At times the chair is called upon to serve in a ceremonial capacity as the ranking elected representative of the school district. The chair countersigns all checks drawn by the treasurer.

**Recommendation:** Moved by Director \_\_\_\_\_ that Director \_\_\_\_\_ be nominated and elected chair of the board for 2020.

*(It is recommended that the newly elected chair assume the chair and conduct the balance of the meeting.)*

**B. Election of Vice-Chair**

Annotation: The school board created the vice-chair position in 1989 for the purpose of easing the workload of the chair. The vice-chair serves as chair when the chair is absent, assists with board operations and plans the annual evaluation of the superintendent.

**Recommendation:** Moved by Director \_\_\_\_\_  
that Director \_\_\_\_\_ be nominated and elected Vice-chair of the board for 2020.

**C. Election of Clerk**

Annotation: The clerk presides at board meetings in the absence of the chair and vice-chair, and from a legal standpoint, is responsible for board minutes, signing board approved contracts and calling school board elections. The clerk also countersigns all district checks. The routine duties of the clerk are performed by the superintendent's office and business office.

**Recommendation:** Moved by Director \_\_\_\_\_  
that Director \_\_\_\_\_ be nominated and elected clerk of the board for 2020.

**D. Election of Treasurer**

Annotation: The treasurer is legally responsible for the deposit and withdrawal of all district funds and reporting same to the school board. Checks drawn on school district accounts are signed by the treasurer. The routine duties of the treasurer are performed by the business office.

**Recommendation:** Moved by Director \_\_\_\_\_  
that Director \_\_\_\_\_ be nominated and elected treasurer of the board for 2020.

**E. Salaries of Board Members**

Annotation: Salaries of school board members are set annually. In January 2016, the salaries were set at \$550 per month for each director plus an additional monthly stipend of \$50 for the chair in recognition of increased duties and expenses associated with that position. On March 14, 2019 the salaries were reduced by \$100 per month beginning July 1, 2019.

**Recommendation:** That salaries of board members be set at \$450 per month and that the chairperson receives an additional \$50 per month in recognition of additional duties and expenses associated with the position.

**F. Regular Meetings of the School Board**

Annotation: Regular meetings of the school board are typically held on the second and fourth Thursday of each month. However, board meetings may be scheduled during other weeks to accommodate scheduling needs. Regular school board meetings will be held at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville.

**Recommendation:** That all regular meetings of the Independent School District 191 Board of Education commence at 6:30 p.m. on the dates noted below with meetings conducted at the Diamondhead Education Center and cable cast. Board Listening Sessions will be scheduled from 5:45-6:15 p.m. before regular board meetings.

Jan. 9, 2020	Oct. 8, 2020
Jan. 23, 2020	Oct. 22, 2020
Feb. 6, 2020* (new)	Nov. 12, 2020
Feb. 20, 2020*	Dec. 10, 2020
Feb. 27, 2020	Jan. 14, 2021
March 12, 2020	Jan. 28, 2021
March 19, 2020*	Feb. 11, 2021
April 9, 2020	Feb. 25, 2021
April 23, 2020	March 11, 2021
May 14, 2020	March 25, 2021
May 28, 2020	April 8, 2021
June 11, 2020	April 22, 2021
June 18, 2020*	May 13, 2021
Aug. 13, 2020	May 27, 2021
Aug. 27, 2020	June 10, 2021
Sept. 10, 2020	June 17, 2021*
Sept. 24, 2020	

In the case of inclement weather, the Board meeting will be scheduled Monday at the same time and place unless Monday is a holiday, in which case a special meeting will be posted.

\*Meetings not scheduled on the second or fourth Thursday of the month.

***Items G-N pertain to calendar year 2020. They are of a routine nature and although board action is required, discussion is usually unnecessary. I recommend approval of all resolutions as a single consent agenda. In the event a Board member wishes to discuss any item, it should be removed from the list so that it may receive individual attention.***

#### **G. Authorization for Electronic (telephone) Fund Transfers**

Annotation: The telephone transfer of funds between approved depositories is important to the efficient management of school district deposits. Board authorization is requested to allow the executive director of business services to enter into electronic fund transfer agreements with official depositories as provided in Chapter 334, Minnesota Statutes. (See Attached Resolution.)

**Recommendation:** to adopt the attached resolution which authorizes the executive director of business services to enter into electronic (telephone) fund transfer agreements with the district's official depositories per Chapter 334 of the laws of Minnesota.

#### **H. Authorization for Use of Facsimile Signatures**

Annotation: The use of facsimile signatures on school district checks must be

authorized by board resolution. Facsimile signatures are also used on individual personnel contracts covered by master agreements. Obviously, this is the only practical method of handling this task. (See Attached Information)

**Recommendation:** That the school board adopts the attached resolution authorizing the use of facsimile signatures on payroll and claim checks as prescribed in M.S. 47.41 and furthermore that the use of facsimile signatures be authorized for individual personnel contracts covered by board adopted master agreements.

**I. Designation of Official Depositories**

Annotation: The Business Office maintains a current list of financial institutions to be used for depositing school district funds. The recommended list of depositories for 2020 is shown in the motion.

**Recommendation:** That the institutions shown below be designated as official depositories of the district for the 2020 calendar year per M.S. 124.05.

U.S. Bank of Minneapolis  
Minnesota School Districts Liquid Asset Fund Plus  
MN Trust  
Associated Bank, WI

**J. Appointment to Committees**

Committee appointments are made by the chair. Board members are asked to review the list of committee appointments and indicate their interests to the chair. Appointments to committees will be made at a future board meeting.

**K. Authorization to Execute and File Application for State- and Federally-Funded Programs**

Annotation: Most state- and federally-funded programs require that the school board, in official session, authorize an agent to execute and file funding applications for the school district and act as its official representatives in those state- and federally-funded programs.

**Recommendation:** That as of January 1, 2020, Theresa Battle, superintendent, or her designee be designated as the agent in filing applications for and representing the district in state- and federally-funded programs.

**L. Designation of Legal Counsel**

Annotation: Policy 202 states that the school board will select the school district's legal counsel at the organizational meeting. The attorney shall attend regular and special meetings of the school board when requested and be available for consultation as needed. The attorney shall be paid on a "time" or "retainer" basis as determined. The appointment of the attorney shall not be construed as a prohibition against seeking legal counsel from other sources when the superintendent or his designees deems it to be advisable. The individuals authorized to contact legal counsel are the school board chair, the superintendent

and his designees.

**Recommendation:** That the following law firms be appointed as legal counsel for Independent School District 191 for 2020 and that they be paid on an hourly basis for services rendered.

Kennedy & Graven Chartered  
 Goetz & Eckland P.A.  
 Booth Law Group LLC  
 Rupp, Anderson, Squires & Waldspurger, P.A.  
 Knutson Flynn & Deans, P.A.  
 Hitesman & Wold, P.A.

Law Firm	Type of Services Rendered
Kennedy & Graven Chartered	Student Issues; Custody Issues; General legal by Supt; complex school business matters; election law; bond sale (recently began to use in lieu of Knutson Flynn & Deans, but not fully converted); HR and employee related issues.
Goetz & Eckland P.A.	Contracts related to Construction and TIES
Booth Law Group LLC	Student Issues; Special Ed Issues
Rupp, Anderson, Squires & Waldspurger, P.A.	Business contracts, bid law, Review and development of unit language for bargaining agreements or terms and conditions of employment, etc.;
Knutson Flynn & Deans, P.A.	Bond attorney; election law;
Hitesman & Wold, P.A.	Employee benefit related items; OPEB law

**M. Designation of Official Newspaper**

Annotation: Administration recommends designating Sun Thisweek as the official legal newspapers serving our area. This newspaper is widely distributed across the geographic area of the school district.

**Recommendation:** That Sun Thisweek be designated as the official newspaper for 2020 per M.S. 123.33; Subdivision 11, and M.S. Chapter 331.

**Designation of Identified Official with Authority for the MDE External User Access Recertification System**

Annotation: The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and

authorize external user's access to MDE secure systems for their local education agency (LEA).

**Recommendation:** The Board recommends to authorize Theresa Battle and Jami Kenney to act as the Identified Official with Authority (IOWA) for Burnsville Public School District 0191-01.

**INDEPENDENT SCHOOL DISTRICT 191**

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

From time to time, Independent School District 191 orally requests Associated Bank, WI to transfer funds to other banks for credit to persons designated by this District in a manner which makes it inconvenient or impossible to execute the written authorizations, instructions and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral request for the transfer of funds:

Be it resolved, that Lisa K. Rider, the Executive Director of Business Services of this District is hereby authorized to enter into the Telephone/Funds (Wire) Transfer Agreement on behalf of this District with Associated Bank, WI providing for telephonic requests for the transmission of funds belonging to this District upon the terms and conditions set forth in said agreement, and to delete and appoint such persons, from time to time, who may request such transfers on behalf of this District in accordance with such agreement.

The authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office, or on December 31, 2020, whichever is earlier.

I, \_\_\_\_\_, Clerk of Independent School District 191, hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Education of said District at a meeting of said Board duly and regularly called; Noticed and held, and at which time was present a quorum of said Board on January 9, 2020, and that said resolution is in full force and effect.

I have hereunto subscribed my name this  
9th day of January, 2020.

Clerk \_\_\_\_\_

Chairperson \_\_\_\_\_

**INDEPENDENT SCHOOL DISTRICT 191**

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

From time to time, Independent School District 191 orally requests Minnesota School Districts Liquid Asset Fund Plus to transfer funds to other banks for credit to persons designated by this District in a manner which makes it inconvenient or impossible to execute the written authorizations, instructions and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral request for the transfer of funds:

Be it resolved, that Lisa K. Rider, the Executive Director of Business Services of this District is hereby authorized to enter into the Telephone/Funds (Wire) Transfer Agreement on behalf of this District with Minnesota School Districts Liquid Asset Fund Plus providing for telephonic requests for the transmission of funds belonging to this District upon the terms and conditions set forth in said agreement, and to delete and appoint such persons, from time to time, who may request such transfers on behalf of this District in accordance with such agreement.

The authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office, or on December 31, 2020, whichever is earlier.

I, \_\_\_\_\_, Clerk of Independent School District 191, hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Education of said District at a meeting of said Board duly and regularly called; Noticed and held, and at which time was present a quorum of said Board on January 9, 2020, and that said resolution is in full force and effect.

I have hereunto subscribed my name this  
9th day of January, 2020.

Clerk \_\_\_\_\_

Chairperson \_\_\_\_\_

**INDEPENDENT SCHOOL DISTRICT 191**

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

From time to time, Independent School District 191 orally requests MN Trust to transfer funds to other banks for credit to persons designated by this District in a manner which makes it inconvenient or impossible to execute the written authorizations, instructions and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral request for the transfer of funds:

Be it resolved, that Lisa K. Rider, the Executive Director of Business Services of this District is hereby authorized to enter into the Telephone/Funds (Wire) Transfer Agreement on behalf of this District with MN Trust providing for telephonic requests for the transmission of funds belonging to this District upon the terms and conditions set forth in said agreement, and to delete and appoint such persons, from time to time, who may request such transfers on behalf of this District in accordance with such agreement.

The authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office, or on December 31, 2020, whichever is earlier.

I, \_\_\_\_\_, Clerk of Independent School District 191, hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Education of said District at a meeting of said Board duly and regularly called; Noticed and held, and at which time was present a quorum of said Board on January 9, 2020 and that said resolution is in full force and effect.

I have hereunto subscribed my name this  
9th day of January, 2020.

Clerk \_\_\_\_\_

Chairperson \_\_\_\_\_

**INDEPENDENT SCHOOL DISTRICT 191**

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS**

From time to time, Independent School District 191 orally requests U.S. Bank of Minneapolis to transfer funds to other banks for credit to persons designated by this District in a manner which makes it inconvenient or impossible to execute the written authorizations, instructions and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral request for the transfer of funds:

Be it resolved, that Lisa K. Rider, the Executive Director of Business Services of this District is hereby authorized to enter into the Telephone/Funds (Wire) Transfer Agreement on behalf of this District with U.S. Bank of Minneapolis providing for telephonic requests for the transmission of funds belonging to this District upon the terms and conditions set forth in said agreement, and to delete and appoint such persons, from time to time, who may request such transfers on behalf of this District in accordance with such agreement.

The authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office, or on December 31, 2020, whichever is earlier.

I, \_\_\_\_\_, Clerk of Independent School District 191, hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Education of said District at a meeting of said Board duly and regularly called; Noticed and held, and at which time was present a quorum of said Board on January 9, 2020, and that said resolution is in full force and effect.

I have hereunto subscribed my name this  
9th day of January, 2020 .

Clerk \_\_\_\_\_

Chairperson \_\_\_\_\_

**INDEPENDENT SCHOOL DISTRICT 191**

**WIRE TRANSFER AGREEMENT**

**AUTHORIZED REPRESENTATIVES**

**January 1, 2020 through December 31, 2020**

1. Lisa K. Rider	_____	<u>Executive Director of Business Services</u>	<u>707-2050</u>
2. Robin Pikal	_____	<u>Dir/Accounting Services</u>	<u>707-2055</u>
3. Natalie Ditter	_____	<u>Accounting Specialist</u>	<u>707-2056</u>

**Account Name**

Independent School District 191

**CERTIFIED RESOLUTION  
USE OF FACSIMILE SIGNATURES  
BY PUBLIC OFFICIALS**

I \_\_\_\_\_ Clerk \_\_\_\_\_  
(name of certifying official) (title or position)

of Independent School District #191  
(name of governing body)

do hereby certify that the following resolution was duly adopted by said governing body at a meeting thereof duly convened and held on January 9, 2020, and is in full force and effect:

**RESOLVED:** That the use of facsimile signatures by the following named

public officers \_\_\_\_\_  
Chair Treasurer Clerk

on checks, drafts, warrants, warrant-checks, vouchers or other orders on public funds deposited in U.S. Bank of Minneapolis and Associated Bank, WI and hereby is approved, and that each said named person may authorize said depository bank to honor any such instrument bearing his/her facsimile signature in such form as he/she may designate and to charge the same to the account in said depository bank upon which drawn, as fully as though it bore his/her manually written signature, and that instruments so honored shall be wholly operative and binding in favor of said depository bank although such facsimile signature shall have been affixed without his/her authority.

**IN WITNESS WHEREOF,** I have hereunto set my hand this 9<sup>th</sup> day of January, 2020.

CLERK \_\_\_\_\_  
(certifying official)

## 2020 School Board Committees and Assignments

*“Standing Committees—Two or three school board members will serve on standing committees for terms of up to two years when the school board decides this is necessary for the efficient management of school board affairs. Standing committees will be reviewed by the board annually for the duration of the committee.” Policy 213*

### 2020 Standing Committees

1. Policy Review
2. Negotiations
3. Legislative Committee

### Committee of the Whole

4. Student Performance and Achievement (SPA)

## **Board Assignments**

### **Categorized by Level of Commitment Required**

#### Level I: Monthly, preparation and follow up required

- Assn. of Metro School Districts (AMSD): Meets 1st or 2nd Friday of the month, 7-9 am; Voting member
- Burnsville Chamber of Commerce Policy Committee: Meets 2nd Friday of the month, 8-9 am.; Ex officio member
- School District 917 School Board Member: Meets the 1st Tuesday of the month; Voting member; full school board member role and commitment; stipend of \$3750

#### Level II: Monthly, limited preparation and/or follow up required

- Foundation 191: Meets 2nd Tuesday of the month, 5-6 pm
- MSBA: Summer and winter conference; meet and greets; pre-delegate and delegate assembly; ad hoc attendance at events as needed

#### Level III: Period, Quarterly, Intermittent

- MN State High School League (MSHSL): voting delegate for resolutions that require schools to vote; no meetings to attend (Meets monthly and is a voting member only if you are one of two elected to the MSHSL Board of Directors)
- BHS Hall of Fame; 3-4 times/year between Jan. and May, fall event; is this necessary for Board-level involvement?

### Recommend to Implement School Assignment:

#### Purpose:

To increase Board members visibility in schools, and Board members opportunities to see, more in-depth, what is happening in our district schools

#### What:

Have each Board member be a formal liaison to one school (different than their child's if they have one in school) each year

#### How:

There would be five formal “touches” each year to the school

1. Meeting with the principal to review school demographics, SIP goal, challenges (Jan.)

2. School walkthrough and being in classrooms (Feb./Mar.)
3. School event with parents and students (April/May)
4. Review of prior year data on SIP progress; new SIP goal and improvement efforts (Aug/Sept)
5. Classroom visits or parent/student event (Oct.-Dec.)

**Burnsville-Eagan-Savage School District 191**

200 W. Burnsville Pkwy  
Burnsville, MN 55337  
952.707.2000  
www.isd191.org



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**RESOLUTION DESIGNATING IDENTIFIED OFFICIAL WITH AUTHORITY FOR THE MINNESOTA DEPARTMENT OF EDUCATION EXTERNAL USER ACCESS RECERTIFICATION SYSTEM**

BE IT RESOLVED by the School Board of Burnsville-Eagan-Savage School District 191, as follows:

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA) Burnsville Public School District 0191-01.

The Board recommends to authorize Theresa Battle to act as the Identified Official with Authority (IOwA) and Jami Kenney to act as the IOwA to add and remove names only for Burnsville-Eagan Savage School District 0191-01 beginning January 9, 2020.

Signed this 9th day of January, 2020

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School Board Chair



**Agenda IV.A.  
January 9, 2020**

**To:** Board of Education  
**From:** Dr. Theresa Battle, superintendent  
**Date:** January 2, 2020  
**Re:** Report on First 100 Days

Receive a report from Dr. Theresa Battle, superintendent on her first 100 days as superintendent.



**ONE91**  
Burnsville · Eagan · Savage



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# Dr. Theresa Battle

## Superintendent's First 100 Days

### July 1 - November

***Future Ready. Community Strong.***

# Focus & Outline

## Phases

- Pre-Entry
- Listen and Connect (July-Sept.)
- Learn and Connect (July.-Nov.)
- Lead (Sept.-Jan.)

## Guiding Beliefs

- Strategic Planning, Collaborative Learning, Reciprocal Accountability

## Goals

## Major accomplishments

## Next steps

# Pre-Entry

- June - July
- Build relationships
- Transition meetings
- Review contracts, policies, etc.

# Listen & Connect

- July - September
- High visibility
- Meetings with students, teachers, staff, families, partners, community
- Deepen understanding of district strengths, needs



# Rockin' Readers

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**Staff Welcome Back**

# Food Truck @ GP





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First Day of School

# Learn & Connect

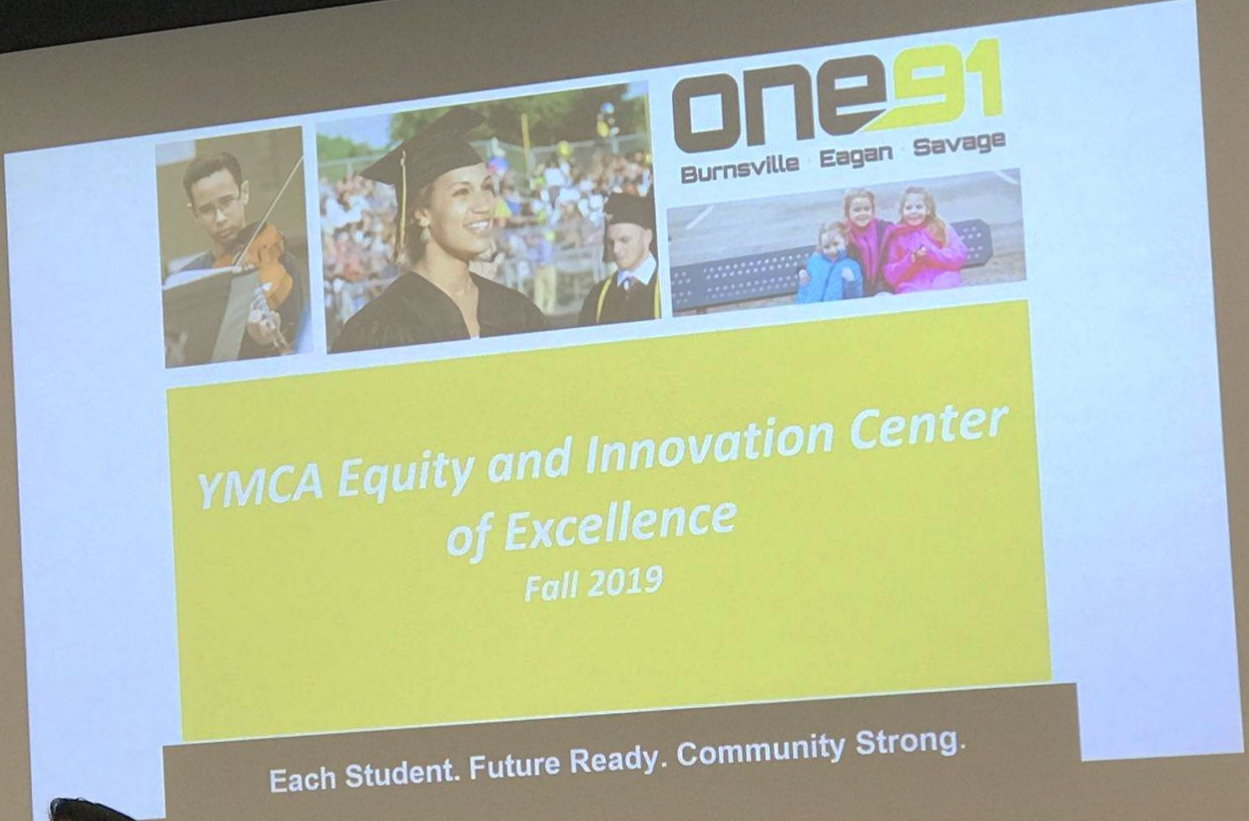
- July - October
- Deep dives into district structure
- Assessing current systems & data
  - Student performance
  - Policies
  - Contracts
- Focus areas
  - Negotiations
  - Facilities
  - Levy
  - Budget
  - District brand

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**WE ARE  
BETTER  
TOGETHER**

**SISA Team**

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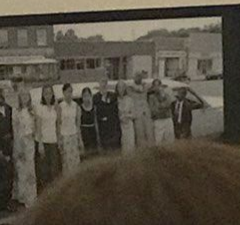


The slide features three photographs at the top: a young man playing the violin, a young woman in a graduation cap and gown, and a group of three children. To the right of these photos is the 'one91' logo with the text 'Burnsville Eagan Savage' below it. The main body of the slide is a large yellow rectangle containing the text 'YMCA Equity and Innovation Center of Excellence' and 'Fall 2019'. At the bottom of the slide is a grey banner with the text 'Each Student. Future Ready. Community Strong.'

*YMCA Equity and Innovation Center  
of Excellence*  
Fall 2019


Each Student. Future Ready. Community Strong.

**Equity &  
Innovation**



# Facilities Realignment Family Engagement



ISD 191 Facilities Realignment 

- Moderator Brian Gersich, Assistant Superintendent
- Dr. Roger Warner, Roger Warner Associates, Inc.
  - Conducted Study for Burnsville-Eagan-Savage School District "Organizational Analysis Study"
  - Aiming Recommendations: Close Three Schools

© Roger Warner Associates, Inc.

# Lead

- September-January
- Refine vision of priorities
- Timeline for specific actions
  - Levy campaign
  - Facilities realignment
- Continue strengthen relationships

# Goals

- Establish Board / Superintendent relations
- Build support from the public through:
  - frequent communication
  - open and honest dialogue
  - partnerships that support the students, staff and families of the district
- Review the effectiveness of the overall organization.



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## Engagement & Communication

- Joined Burnsville Rotary
- Nite to Unite, Art & All That Jazz, Eagan Market Fest, International Festival, Food Truck Dinner @GP
- Mayor's reception
- County Birth-Age 8 initiative

**GARAGE**



## Strengthening Partnerships

- BEA president, regular meetings,
- AMSD Scott Croonquist
- Chief Schwartz & liaison officers
- American Indian & Special Education advisory councils
- Regularly scheduled time in schools
- **GARAGE**



## Clear Honest Communication

- MPR Metcalf story responses, including individual email
- Media interviews
- Levy information campaign
- Facilities realignment information & engagement



# Accomplishments

- Successful Levy Referendum
- Hires at Wm. Byrne Principal, SISA Director
- Facilities Realignment Progress
- Board/Superintendent Protocols
- Successful engagement & increased familiarity with our community

# Next Steps

- Continue Facilities Realignment
- Boundary Adjustments
- Values-Aligned Budget Process
- Transitions for 2020-21
- Vision for District 191

District **one91**

***Future Ready. Community Strong.***



**Agenda IV.B.  
January 9, 2020**

**To:** Board of Education  
Dr. Theresa Battle, superintendent

**From:** Lisa Rider, executive director of business services

**Date:** January 2, 2020

**Re:** Report on FY21 Budget Process and Timeline

Receive a report from Lisa Rider, executive director of business services on the FY21 Budget Process and Timeline.



**ONE91**  
Burnsville · Eagan · Savage



# FY 21 Budget Process

January 9, 2020

***Future Ready. Community Strong.***

# Overview of Presentation

- Goals for Budget Process
- Timeline

# Goals for Budget Process

1. Be good stewards of taxpayer dollars
2. Align budget to strategic plan initiatives
3. Comply with all statutory uses of funds

# Goals, continued

4. Include stakeholders' perspectives and input throughout budget process
5. Be transparent about the district's current and projected finances, budget processes and budget decision-making
6. Submit a balanced budget

# FY 21 Budget Timeline

## December

- Superintendent presents preliminary budget process, projected enrollment and revenue and expenditures to Board of Education

# FY 21 Budget Timeline

## January

- Revised FY 20 budget presented to Board
- Executive Leadership, Principals, Directors Budget meeting
- Staff, parents and community messages about budget process
- Budget presentations to staff, parents and community

# Timeline, continued

## February

- Board workshop-receive Board guidance
- Board meeting- present formal FY21 budget Guiding Change and assumptions
- Principals hold staff and parent meetings, feedback forms distributed
- Online feedback form for parents and community

# Timeline, continued

## March

- Two Board workshops
- Superintendent presents adjusted budget recommendation to Board

## April

- Board meetings - Human Resource presents staffing resolutions for Board action

# Timeline, continued

## June

- Superintendent presents final budget for Board of Education approval

District **one91**

***Future Ready. Community Strong.***



**Agenda IV.C.  
January 9, 2020**

**To:** Board of Education  
Superintendent Dr. Theresa Battle

**From:** Student Representative

**Date:** January 2, 2020

**Re:** Student Representative Report

Receive a report from Student Representative Yodahit Philipos.



**Agenda IV.D.  
January 9, 2020**

**To:** Board of Education  
**From:** Superintendent Dr. Theresa Battle  
**Date:** January 2, 2020  
**Re:** Superintendent Report

Receive a report from Superintendent Dr. Theresa Battle.



**January 9, 2020  
Agenda IV.E.**

**To:** Board of Education  
Superintendent Dr. Theresa Battle

**From:** Board Members

**Date:** January 2, 2020

**Re:** Reports from Board members

Receive reports from Board members.

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
December 10, 2019

The special workshop 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, 55337.

Call to Order

Directors Miller, Hume, Currier, Chester, Holweger, Schatz, and Chair Alt were present. Superintendent Battle, Dr. Roger Worner, Brian Gersich, staff and members of the public were also present.

Attendance

The purpose of the meeting was facilities.

Purpose

The meeting adjourned at 8:32 p.m.

Adjourn

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Darcy Schatz, clerk

January 9, 2020  
Date Approved

School Board Minutes  
 INDEPENDENT SCHOOL DISTRICT 191  
 December 12, 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. Student Representative Philipos was absent. Others in attendance were Superintendent Battle, administrators, staff, and members of the public. Attendance

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

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

Received a Report on the Public Hearing for Taxes Payable in 2020 from Lisa Rider, executive director of business services. Truth in Taxation

No one signed up to comment at the Public Hearing.

The Public Hearing portion of the meeting concluded at 6:57 p.m.

Received the Audit Report FY19 from Lisa Rider, executive director of business services, and Dennis J. Hoogeveen, CPA, Principal, CliftonLarsonAllen LLP. Audit Report for FY19

Receive the World's Best Workforce and Achievement and Integration Report from Imina Oftedahl, director of curriculum, instruction and assessment. WBWF Report

Receive a report on Pathways K-12 from Imina Oftedahl, director of curriculum, instruction and assessment. Pathways K-12

Received verbal reports from Superintendent Battle, student representative, and Director Hume. Schatz reported on behalf of the Negotiating Committee.

Moved by Currier, seconded by Miller, to approve the consent agenda: -Approve minutes of the regular board meeting and closed session on November 14, 2019, and public hearing on December 4, 2019. Consent Agenda Minutes

-Approve personnel recommendations for A. Smalley, A. Stead, D. Schmidt-Boyles, E. Auge, J. Fredricks, J. Weisbond, L. Bearth, L. Hermansen, M. Wilts, M. Durham, M. Heim, M. Hirani, R. Coldwell, B. Personnel Recommendation

Gersich, K. Kelly, Holly Peterson, M. Trisko, K. Stewart, L. Meuwissen, C. Lazenby, D. Kienitz, H. Dahir, H. Ibrahim, J. Kunesh, K. Scalzo, L. Fairchild, M. Phillips, S. McCray, S. Adam, J. Holmes, K. Keane, O. Hernandez, A. Oftedahl, D. Good Buffalo, Julie Carlson, K. Ernst, Margaret Peterson, N. LaQua, C. Stevenson, L. Wiedemann, N. Frederickson, A. Engebretson, D. Tano, D. Lawson, D. Davis, M. Reitan, T. Leverty, A. Colin, A. Phousirith, B. Toranza, D. Boeser, J. Senta, K. Rademacher, and K. Patch.

- Adopt a resolution to approve and accept donations as presented.
  - Approve October payroll checks in the net amount of \$4,153,773.11. October claims to date and wire transfers and adjustments totaling \$7,303,208.81. Also, that the Board accepts October receipts of \$15,397,120.79 and investments for the General Fund & 2015A School Building Bonds and OPEB of \$53,708,784.25 as of October 31, 2019.
  - Received a report on the November 14 listening session.
  - Approve, on a second reading basis, changes to Policies 613: *Graduation Requirements Policy*.
  - Approve no changes to Policies 209: *Code of Ethics*; 210: *Conflict of Interest - School Board Members*; 211: *Criminal or Civil Action Against School District, School Board Member, Employee or Student*; 212: *School Board Member Development*; 213: *School Board Committees*; and 214: *Out-of-State Travel by School Board Members*.
  - Approve a non-substantive change to Policy 299: *Student Representative to the School Board*.
  - Approve the turf proposal from Midwest Sport and Turf Systems (MWSTS) in the amount of \$613,000.00 for the synthetic turf replacement project on Dick Hanson Field at Bob Pates Stadium.
- Motion carried unanimously (7, 0).

Superintendent Battle recommended that the Board of Education adopts the resolutions closing Metcalf Middle School, Marion W. Savage Elementary School and Sioux Trail Elementary School.

Moved by Miller, seconded by Hume, to adopt the resolution closing Metcalf Middle School. Moved by Miller, seconded by Hume and Holweger, to amend the resolution to include the date of the public hearing "December 4, 2019" on the second page of the resolution.

### **RESOLUTION CLOSING METCALF MIDDLE SCHOOL**

WHEREAS, a Notice of Public Hearing on the question of the necessity and practicability of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School was published in the legal newspaper of the School District for two successive weeks on November 22 and November 29, 2019; and

WHEREAS, the time and place of the meeting was set forth in the

Donations  
Checks, claims,  
receipts and  
investments

Listening Session  
Policies

Turf Proposal

Facilities  
Recommendation

Metcalf Middle  
School

Notice; and

WHEREAS, Metcalf Middle School was identified in the Notice as a school considered for closing; and

WHEREAS, the reasons for the proposed closing were set forth in said Notice; and

WHEREAS, numerous opportunities were provided for members of the community to be heard whether for or against the question of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School, including at a September 23, 2019 Design Team Meeting through a feedback form; community focus group meetings held on October 3, October 7, October 8, October 9, October 14, and October 15, 2019; multiple site meetings for staff at each school held between October 1 and October 8, 2019; multiple site meetings held for middle school and high school students between October 8 and October 18, 2019; an online feedback form active from October 1 through October 20, 2019; and a meeting with Metcalf families on November 18, 2019; and

WHEREAS, on November 14, 2019, the School Board heard a presentation and recommendation presented by consultant Dr. Roger Worner; and

WHEREAS, a public hearing on said closings was conducted in accordance with Minnesota Statutes § 123B.51, subd. 5 pursuant to said Notice by the School Board beginning at 6:30 p.m. at the Diamondhead Education Center, 200 W. Burnsville Pkwy., Burnsville, Minnesota; and

WHEREAS, the School Board has considered the following materials: July 2, 2019 Baker Tilly Organizational Analysis Study; July 8, 2019 presentation of Organizational Analysis Study by Dr. Roger Worner and Dr. Kay Worner; August 8, 2019 Review of Facilities Study & Recommendations presentation; September 12, 2019 Outline for Facilities Study Process/Update and Facilities Review Timeline; September 17, 2019 Facilities Realignment presentation from Dr. Roger Worner; October 10, 2019 Facilities Realignment Process Update; October 24, 2019 Facilities Realignment Process Update; and the November 14, 2019 Memorandum and Presentation from Dr. Roger Worner; and

WHEREAS, testimony and materials were received during the course of the hearing by anyone in favor of or opposed to said closings and the hearing was not deemed closed until everyone who requested to speak had an opportunity to do so; and

WHEREAS, the School Board has considered the recommendation of the Administration to close Sioux Trail Elementary, Marion W. Savage Elementary and Metcalf Middle School pursuant to the recommendation of the consultant (Worner).

NOW, THEREFORE, BE IT RESOLVED that after considering the materials in the record, the testimony presented at said hearing held pursuant to Minnesota Statutes § 123B.51, subd. 5, and the recommendations of the Administration, the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage School District) hereby determines that Metcalf Middle School, located at 2250 Diffley Road,

Burnsville, Minnesota, shall be closed effective the end of the 2019-20 school year for the following reasons and based on the following findings of fact:

1. In the Spring of 2019, the School District commissioned Baker Tilly Municipal Advisors, LLC, to perform an Organizational Analysis Study to ascertain the status of the School District and tender conclusions and recommendations for enhancing the effectiveness, efficiency, and cost-effectiveness of the School District. Baker Tilly contracted with Drs. Roger and Kay Worner to conduct the study.

2. The conclusions of the Baker Tilly study were presented to the School Board in July 2019. The study included analyses of the School District's enrollment/enrollment trends, finances, programs and services, staffing, and facilities. The study resulted in a 57-page report that contained a number of conclusions and recommendations. In relevant part, the study recommended the District close two elementary schools and one middle school at the end of the 2019-20 school year.

3. The recommendations were significantly and substantially predicated on the School District's past enrollment decline; the School District's future, projected enrollment decline; the resultant under-utilization of the School District's elementary and middle school levels, leading to increased cost and ineffectiveness; a declining General Fund balance; and past and projected future General Fund budget reductions.

4. The School District's enrollment is declining:

a. Over the ten-year span of time from 2009-10 through 2018-19, the School District's enrollment declined by 1,524 students or 15.5% from 9,858 students in 2009-10 to 8,334 students in 2018-19.

b. The enrollment decline was steady, with the number of enrolled students declining in ten consecutive years from 2009-10 through 2018-19.

c. Over the next five years, the School District's enrollment is projected to further decline from 8,334 students in 2018-19 to 7,598 students in 2023-24, representing a net loss of 736 students or 8.8%.

d. Based on the past and projected future enrollment declines, the School District will have lost the equivalent of 90 class sections (assuming an average class section size of 25 students/section) over the 15-year span of time from 2009-10 through 2023-24.

e. The School District's net loss of students through Open Enrollment migration during the 2017-18 school year was 1,556 students, while an additional 1,248 students out-migrated from the School District to non-public, charter, and home school settings.

5. The School District's General Fund balance is declining:

a. The School District has lost significant General Fund revenue as a result of declining enrollment and student out-migration and has projected to further experience revenue losses as a result of declining enrollment and student out-migrations in the future.

b. The School District's General Fund balance has declined by \$7,698,627 or 32.7% over the five-year span of time from 2012-13 to 2017-18.

6. Using the State of Minnesota Selected Guidelines for School Facilities as a guide for applicable square footage of school buildings, elementary schools with enrollments of 500 students or less are constructed to allocate between 125-150 square feet per student. Employing that standard, six (6) of the School District's elementary schools are grossly under-utilized, and two (2) of the District's three middle schools are grossly under-utilized.

7. In light of the School District's current building capacity and enrollment, closing two elementary schools and one middle school is necessary and practicable to put the School District in the best position to serve its students, families, and communities. Underutilized schools produce negative consequences for both finances and academic programming. Closing these schools will enable the District to more efficiently, reliably, and cost-effectively offer robust, consistent, and quality academic programming for all students.

8. The School District engaged the services of Dr. Roger Worner to serve as the community engagement meetings Facilitator with the assistance of Assistant Superintendent Brian Gersich. Dr. Worner and Assistant Superintendent Gersich presented information from the study at six community focus groups, one design team meeting with principals and parent representatives, and one meeting with administration. During these eight meetings, community members and School District faculty provided feedback regarding the recommendation to close schools, and the choice of which schools to close.

9. Dr. Worner presented the administration's recommendations for the sites identified for closure on November 14, 2019, and provided a memorandum which included the criteria used, sites identified, and rationale for selection those buildings. In making its recommendations for which schools were necessary and practicable to close, the administration considered following factors:

a. Lowest geographic risk of losing students to a nearby school district via open enrollment;

b. Oldest building/greatest need for update/greatest need for capital improvement.

c. Smallest overall capacity;

d. Smallest actual current enrollment;

e. Least cost-effective or economical to operate;

f. Least flexible for future programming.

10. Based on an examination of the School District's ten elementary schools in light of the factors above, four elementary schools were identified as possible candidates for closure: Rahn Elementary, Vista View Elementary, Marion W. Savage Elementary, and Sioux Trail Elementary. These schools met multiple of the factors listed above; the other schools met significantly fewer factors.

11. Although it is the School District's smallest elementary school, Rahn Elementary School was determined to be highly vulnerable to geographic risk of losing students. Therefore, it is not recommended that Rahn Elementary School be closed.

12. Marion W. Savage Elementary School is the oldest, least modern, and least flexible elementary school in the District. It has the third smallest enrollment and is the least cost-effective to operate. For these reasons, it is necessary and practicable that Marion W. Savage Elementary be one of the two elementary schools to close.

13. Of the remaining two options (Vista View and Sioux Trail), Vista View has a greater capacity, a greater enrollment, lower utility costs, lower utility costs per student, and fewer square feet per student. Sioux Trail Elementary School has the third smallest capacity, second smallest current enrollment, and is the third least cost-effective to operate. For these reasons, it is necessary and practicable that Sioux Trail Elementary School be one of the two elementary schools to close.

14. Metcalf Middle School is the oldest of the three middle schools; has the lowest enrollment; has the highest utility cost per square foot; has the second smallest capacity; and has the second highest number of square feet per student. Eagle Ridge Middle School is the newest, most modern middle school facility. Nicollet Middle School is the largest middle school facility, is the center for School District after school food service production, and its operation is pivotal in providing utilities to its site sister, Sky Oaks Elementary School. For these reasons, it is necessary and practicable that Metcalf Middle School be the middle school to close.

15. School District administration considered all data compiled through its facilities study, consultant recommendations, and public and staff feedback at various meetings and the public hearing. The School District considered alternatives to the closing of the schools, but determined that these closures were necessary to effectively solve the identified concerns that have arisen due to the declining enrollment and underutilization of buildings.

A roll call vote was taken and Alt, Chester, Currier, Holweger, Hume, Miller

and Schatz voted in favor of adopting the resolution and none voted against. Motion carried unanimously (7, 0).

Marion W. Savage  
Elementary  
School

Moved by Miller, seconded by Schatz, to adopt the resolution closing Marion W. Savage Elementary School. Moved by Miller, seconded by Hume, to amend the resolution to include the date of the public hearing "December 4, 2019" on the second page of the resolution. Motion amending the resolution carried unanimously (7, 0).

**RESOLUTION CLOSING  
MARION W. SAVAGE ELEMENTARY SCHOOL**

WHEREAS, a Notice of Public Hearing on the question of the necessity and practicability of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School was published in the legal newspaper of the School District for two successive weeks on November 22 and November 29, 2019; and

WHEREAS, the time and place of the meeting was set forth in the Notice; and

WHEREAS, Marion W. Savage Elementary School was identified in the Notice as a school considered for closing; and

WHEREAS, the reasons for the proposed closing were set forth in said Notice; and

WHEREAS, numerous opportunities were provided for members of the community to be heard whether for or against the question of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School, including at a September 23, 2019 Design Team Meeting through a feedback form; community focus group meetings held on October 3, October 7, October 8, October 9, October 14, and October 15, 2019; multiple site meetings for staff at each school held between October 1 and October 8, 2019; multiple site meetings held for middle school and high school students between October 8 and October 18, 2019; an online feedback form active from October 1 through October 20, 2019; and a meeting with Marion W. Savage families on November 18, 2019; and

WHEREAS, on November 14, 2019, the School Board heard a presentation and recommendation presented by consultant Dr. Roger Worner; and

WHEREAS, a public hearing on said closings was conducted in accordance with Minnesota Statutes § 123B.51, subd. 5 pursuant to said Notice by the School Board beginning at 6:30 p.m., [December 4, 2019] at the Diamondhead Education Center, 200 W. Burnsville Pkwy., Burnsville, Minnesota; and

WHEREAS, the School Board has considered the following materials: July 2, 2019 Baker Tilly Organizational Analysis Study; July 8, 2019 presentation of Organizational Analysis Study by Dr. Roger Worner and Dr. Kay Worner; August 8, 2019 Review of Facilities Study & Recommendations presentation; September 12, 2019 Outline for Facilities

Study Process/Update and Facilities Review Timeline; September 17, 2019 Facilities Realignment presentation from Dr. Roger Worner; October 10, 2019 Facilities Realignment Process Update; October 24, 2019 Facilities Realignment Process Update; and the November 14, 2019 Memorandum and Presentation from Dr. Roger Worner; and

WHEREAS, testimony and materials were received during the course of the hearing by anyone in favor of or opposed to said closings and the hearing was not deemed closed until everyone who requested to speak had an opportunity to do so; and

WHEREAS, the School Board has considered the recommendation of the Administration to close Sioux Trail Elementary, Marion W. Savage Elementary and Metcalf Middle School pursuant to the recommendation of the Consultant (Worner).

NOW, THEREFORE, BE IT RESOLVED that after considering the materials in the record, the testimony presented at said hearing held pursuant to Minnesota Statutes § 123B.51, subd. 5, and the recommendations of the Administration, the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage School District) hereby determines that the Marion W. Savage Elementary School located at 4819 West 126th Street, Savage, Minnesota, shall be closed effective the end of the 2019-20 school year for the following reasons and based on the following findings of fact:

1. In the Spring of 2019, the School District commissioned Baker Tilly Municipal Advisors, LLC, to perform an Organizational Analysis Study to ascertain the status of the School District and tender conclusions and recommendations for enhancing the effectiveness, efficiency, and cost-effectiveness of the School District. Baker Tilly contracted with Drs. Roger and Kay Worner to conduct the study.

2. The conclusions of the Baker Tilly study were presented to the School Board in July 2019. The study included analyses of the School District's enrollment/enrollment trends, finances, programs and services, staffing, and facilities. The study resulted in a 57-page report that contained a number of conclusions and recommendations. In relevant part, the study recommended the District close two elementary schools and one middle school at the end of the 2019-20 school year.

3. The recommendations were significantly and substantially predicated on the School District's past enrollment decline; the School District's future, projected enrollment decline; the resultant under-utilization of the School District's elementary and middle school levels, leading to increased cost and ineffectiveness; a declining General Fund balance; and past and projected future General Fund budget reductions.

4. The School District's enrollment is declining:

- a. Over the ten-year span of time from 2009-10 through 2018-19, the

School District's enrollment declined by 1,524 students or 15.5% from 9,858 students in 2009-10 to 8,334 students in 2018-19.

b. The enrollment decline was steady, with the number of enrolled students declining in ten consecutive years from 2009-10 through 2018-19.

c. Over the next five years, the School District's enrollment is projected to further decline from 8,334 students in 2018-19 to 7,598 students in 2023-24, representing a net loss of 736 students or 8.8%.

d. Based on the past and projected future enrollment declines, the School District will have lost the equivalent of 90 class sections (assuming an average class section size of 25 students/section) over the 15-year span of time from 2009-10 through 2023-24.

e. The School District's net loss of students through Open Enrollment-migration during the 2017-18 school year was 1,556 students, while an additional 1,248 students out-migrated from the School District to non-public, charter, and home school settings.

5. The School District's General Fund balance is declining:

a. The School District has lost significant General Fund revenue as a result of declining enrollment and student out-migration and has projected to further experience revenue losses as a result of declining enrollment and student out-migrations in the future.

b. The School District's General Fund balance has declined by \$7,698,627 or 32.7% over the five-year span of time from 2012-13 to 2017-18.

6. Using the State of Minnesota Selected Guidelines for School Facilities as a guide for applicable square footage of school buildings, elementary schools with enrollments of 500 students or less are constructed to allocate between 125-150 square feet per student. Employing that standard, six (6) of the School District's elementary schools are grossly under-utilized, and two (2) of the District's three middle schools are grossly under-utilized.

7. In light of the School District's current building capacity and enrollment, closing two elementary schools and one middle school is necessary and practicable to put the School District in the best position to serve its students, families, and communities. Underutilized schools produce negative consequences for both finances and academic programming. Closing these schools will enable the District to more efficiently, reliably, and cost-effectively offer robust, consistent, and quality academic programming for all students.

8. The School District engaged the services of Dr. Roger Worner to serve as the community engagement meetings Facilitator with the assistance of Assistant Superintendent Brian Gersich. Dr. Worner and Assistant Superintendent Gersich presented information from the study at six community focus groups, one design team meeting with principals and

parent representatives, and one meeting with administration. During these eight meetings, community members and School District faculty provided feedback regarding the recommendation to close schools, and the choice of which schools to close.

9. Dr. Worner presented the administration's recommendations for the sites identified for closure on November 14, 2019, and provided a memorandum which included the criteria used, sites identified, and rationale for selection those buildings. In making its recommendations for which schools were necessary and practicable to close, the administration considered following factors:

- a. Lowest geographic risk of losing students to a nearby school district via open enrollment;
- b. Oldest building/greatest need for update/greatest need for capital improvement.
- c. Smallest overall capacity;
- d. Smallest actual current enrollment;
- e. Least cost-effective or economical to operate;
- f. Least flexible for future programming.

10. Based on an examination of the School District's ten elementary schools in light of the factors above, four elementary schools were identified as possible candidates for closure: Rahn Elementary, Vista View Elementary, Marion W. Savage Elementary, and Sioux Trail Elementary. These schools met multiple of the factors listed above; the other schools met significantly fewer factors.

11. Although it is the School District's smallest elementary school, Rahn Elementary School was determined to be highly vulnerable to geographic risk of losing students. Therefore, it is not recommended that Rahn Elementary School be closed.

12. Marion W. Savage Elementary School is the oldest, least modern, and least flexible elementary school in the District. It has the third smallest enrollment and is the least cost-effective to operate. For these reasons, it is necessary and practicable that Marion W. Savage Elementary be one of the two elementary schools to close.

13. Of the remaining two options (Vista View and Sioux Trail), Vista View has a greater capacity, a greater enrollment, lower utility costs, lower utility costs per student, and fewer square feet per student. Sioux Trail Elementary School has the third smallest capacity, second smallest current enrollment, and is the third least cost-effective to operate. For these reasons, it is necessary and practicable that Sioux Trail Elementary School be one of the two elementary schools to close.

14. Metcalf Middle School is the oldest of the three middle schools; has the lowest enrollment; has the highest utility cost per square foot; has the second smallest capacity; and has the second highest number of square feet per student. Eagle Ridge Middle School is the newest, most modern middle school facility. Nicollet Middle School is the largest middle school facility, is the center for School District after school food service production, and its operation is pivotal in providing utilities to its site sister, Sky Oaks Elementary School. For these reasons, it is necessary and practicable that Metcalf Middle School be the middle school to close.

15. School District administration considered all data compiled through its facilities study, consultant recommendations, and public and staff feedback at various meetings and the public hearing. The School District considered alternatives to the closing of the schools, but determined that these closures were necessary to effectively solve the identified concerns that have arisen due to the declining enrollment and underutilization of buildings.

A roll call vote was taken and Alt, Chester, Currier, Holweger, Hume, Miller and Schatz voted in favor of adopting the resolution and none voted against. Motion carried unanimously (7, 0).

Moved by Miller, seconded by Hume, to adopt the resolution closing Sioux Trail Elementary School. Moved by Miller, seconded by Hume, to amend the resolution to include the date of the public hearing "December 4, 2019" on the second page of the resolution. Motion amending the resolution carried unanimously (7, 0).

### **RESOLUTION CLOSING SIOUX TRAIL ELEMENTARY SCHOOL**

WHEREAS, a Notice of Public Hearing on the question of the necessity and practicability of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School was published in the legal newspaper of the School District for two successive weeks on November 22 and November 29, 2019; and

WHEREAS, the time and place of the meeting was set forth in the Notice; and

WHEREAS, Sioux Trail Elementary School was identified in the Notice as a school considered for closing; and

WHEREAS, the reasons for the proposed closing were set forth in said Notice; and

WHEREAS, numerous opportunities were provided for members of the community to be heard whether for or against the question of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School, including at a September 23, 2019 Design Team Meeting through a feedback form; community focus group meetings held

Sioux Trail  
Elementary  
School

on October 3, October 7, October 8, October 9, October 14, and October 15, 2019; multiple site meetings for staff at each school held between October 1 and October 8, 2019; multiple site meetings held for middle school and high school students between October 8 and October 18, 2019; an online feedback form active from October 1 through October 20, 2019; and a meeting with Sioux Trail families on November 19, 2019; and

WHEREAS, on November 14, 2019, the School Board heard a presentation and recommendation presented by consultant Dr. Roger Worner; and

WHEREAS, a public hearing on said closings was conducted in accordance with Minnesota Statutes § 123B.51, subd. 5 pursuant to said Notice by the School Board beginning at 6:30 p.m., [December 4, 2019] at the Diamondhead Education Center, 200 W. Burnsville Pkwy., Burnsville, Minnesota; and

WHEREAS, the School Board has considered the following materials: July 2, 2019 Baker Tilly Organizational Analysis Study; July 8, 2019 presentation of Organizational Analysis Study by Dr. Roger Worner and Dr. Kay Worner; August 8, 2019 Review of Facilities Study & Recommendations presentation; September 12, 2019 Outline for Facilities Study Process/Update and Facilities Review Timeline; September 17, 2019 Facilities Realignment presentation from Dr. Roger Worner; October 10, 2019 Facilities Realignment Process Update; October 24, 2019 Facilities Realignment Process Update; and the November 14, 2019 Memorandum and Presentation from Dr. Roger Worner; and

WHEREAS, testimony and materials were received during the course of the hearing by anyone in favor of or opposed to said closings and the hearing was not deemed closed until everyone who requested to speak had an opportunity to do so; and

WHEREAS, the School Board has considered the recommendation of the Administration to close Sioux Trail Elementary, Marion W. Savage Elementary and Metcalf Middle School pursuant to the recommendation of the consultant (Worner).

NOW, THEREFORE, BE IT RESOLVED that after considering the materials in the record, the testimony presented at said hearing held pursuant to Minnesota Statutes § 123B.51, subd. 5, and the recommendations of the Administration, the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage School District) hereby determines that the Sioux Trail Elementary School located at 2801 River Hills Drive, Burnsville, Minnesota, shall be closed effective the end of the 2019-20 school year for the following reasons and based on the following findings of fact:

1. In the Spring of 2019, the School District commissioned Baker Tilly Municipal Advisors, LLC, to perform an Organizational Analysis Study to ascertain the status of the School District and tender conclusions and recommendations for enhancing the effectiveness, efficiency, and cost-effectiveness of the School District. Baker Tilly contracted with Drs. Roger and Kay Worner to conduct the study.

2. The conclusions of the Baker Tilly study were presented to the School Board in July 2019. The study included analyses of the School District's enrollment/enrollment trends, finances, programs and services, staffing, and facilities. The study resulted in a 57-page report that contained a number of conclusions and recommendations. In relevant part, the study recommended the District close two elementary schools and one middle school at the end of the 2019-20 school year.

3. The recommendations were significantly and substantially predicated on the School District's past enrollment decline; the School District's future, projected enrollment decline; the resultant under-utilization of the School District's elementary and middle school levels, leading to increased cost and ineffectiveness; a declining General Fund balance; and past and projected future General Fund budget reductions.

4. The School District's enrollment is declining:

a. Over the ten-year span of time from 2009-10 through 2018-19, the School District's enrollment declined by 1,524 students or 15.5% from 9,858 students in 2009-10 to 8,334 students in 2018-19.

b. The enrollment decline was steady, with the number of enrolled students declining in ten consecutive years from 2009-10 through 2018-19.

c. Over the next five years, the School District's enrollment is projected to further decline from 8,334 students in 2018-19 to 7,598 students in 2023-24, representing a net loss of 736 students or 8.8%.

d. Based on the past and projected future enrollment declines, the School District will have lost the equivalent of 90 class sections (assuming an average class section size of 25 students/section) over the 15-year span of time from 2009-10 through 2023-24.

e. The School District's net loss of students through Open Enrollment-migration during the 2017-18 school year was 1,556 students, while an additional 1,248 students out-migrated from the School District to non-public, charter, and home school settings.

5. The School District's General Fund balance is declining:

a. The School District has lost significant General Fund revenue as a result of declining enrollment and student out-migration and has projected to further experience revenue losses as a result of declining enrollment and student out-migrations in the future.

b. The School District's General Fund balance has declined by \$7,698,627 or 32.7% over the five-year span of time from 2012-13 to 2017-18.

6. Using the State of Minnesota Selected Guidelines for School Facilities as a guide for applicable square footage of school buildings, elementary schools with enrollments of 500 students or less are constructed to allocate between 125-150 square feet per student. Employing that standard, six (6)

of the School District's elementary schools are grossly under-utilized, and two (2) of the District's three middle schools are grossly under-utilized.

7. In light of the School District's current building capacity and enrollment, closing two elementary schools and one middle school is necessary and practicable to put the School District in the best position to serve its students, families, and communities. Underutilized schools produce negative consequences for both finances and academic programming. Closing these schools will enable the District to more efficiently, reliably, and cost-effectively offer robust, consistent, and quality academic programming for all students.

8. The School District engaged the services of Dr. Roger Worner to serve as the community engagement meetings Facilitator with the assistance of Assistant Superintendent Brian Gersich. Dr. Worner and Assistant Superintendent Gersich presented information from the study at six community focus groups, one design team meeting with principals and parent representatives, and one meeting with administration. During these eight meetings, community members and School District faculty provided feedback regarding the recommendation to close schools, and the choice of which schools to close.

9. Dr. Worner presented the administration's recommendations for the sites identified for closure on November 14, 2019, and provided a memorandum which included the criteria used, sites identified, and rationale for selection those buildings. In making its recommendations for which schools were necessary and practicable to close, the administration considered following factors:

- a. Lowest geographic risk of losing students to a nearby school district via open enrollment;
- b. Oldest building/greatest need for update/greatest need for capital improvement.
- c. Smallest overall capacity;
- d. Smallest actual current enrollment;
- e. Least cost-effective or economical to operate;
- f. Least flexible for future programming.

10. Based on an examination of the School District's ten elementary schools in light of the factors above, four elementary schools were identified as possible candidates for closure: Rahn Elementary, Vista View Elementary, Marion W. Savage Elementary, and Sioux Trail Elementary. These schools met multiple of the factors listed above; the other schools met significantly fewer factors.

11. Although it is the School District's smallest elementary school, Rahn Elementary School was determined to be highly vulnerable to

geographic risk of losing students. Therefore, it is not recommended that Rahn Elementary School be closed.

12. Marion W. Savage Elementary School is the oldest, least modern, and least flexible elementary school in the District. It has the third smallest enrollment and is the least cost-effective to operate. For these reasons, it is necessary and practicable that Marion W. Savage Elementary be one of the two elementary schools to close.

13. Of the remaining two options (Vista View and Sioux Trail), Vista View has a greater capacity, a greater enrollment, lower utility costs, lower utility costs per student, and fewer square feet per student. Sioux Trail Elementary School has the third smallest capacity, second smallest current enrollment, and is the third least cost-effective to operate. For these reasons, it is necessary and practicable that Sioux Trail Elementary School be one of the two elementary schools to close.

14. Metcalf Middle School is the oldest of the three middle schools; has the lowest enrollment; has the highest utility cost per square foot; has the second smallest capacity; and has the second highest number of square feet per student. Eagle Ridge Middle School is the newest, most modern middle school facility. Nicollet Middle School is the largest middle school facility, is the center for School District after school food service production, and its operation is pivotal in providing utilities to its site sister, Sky Oaks Elementary School. For these reasons, it is necessary and practicable that Metcalf Middle School be the middle school to close.

15. School District administration considered all data compiled through its facilities study, consultant recommendations, and public and staff feedback at various meetings and the public hearing. The School District considered alternatives to the closing of the schools, but determined that these closures were necessary to effectively solve the identified concerns that have arisen due to the declining enrollment and underutilization of buildings.

A roll call vote was taken and Alt, Chester, Holweger, Hume, Miller and Schatz voted in favor of adopting the resolution and Currier voted against. Motion carried (6, 1).

Point of order by Alt that the Board did not vote on the recommendation to amend the resolution closing Metcalf Middle School and the Board needed to revote on the resolution closing Metcalf Middle School.

Moved by Miller, seconded by Hume, to adopt the resolution closing Metcalf Middle School. Moved by Miller, seconded by Hume, to amend the resolution to include the date of the public hearing "December 4, 2019" on the second page of the resolution. Motion amending the resolution carried

Point of Order

Metcalf Middle School

unanimously (7, 0).

A roll call vote was taken and Alt, Chester, Currier, Holweger, Hume, Miller and Schatz voted in favor of adopting the resolution and none voted against. Motion carried unanimously (7, 0).

Moved by Miller to recess for five minutes at 9:25 p.m.

The meeting reconvened at 9:30 p.m.

Point of order by Alt that the Board did not read the resolution Closing Metcalf Middle School prior to voting and the Board needed to read and revote on the resolution closing Metcalf Middle School.

Moved by Miller, seconded by Hume, to adopt the resolution Closing Metcalf Middle School. Moved by Miller, seconded by Hume, to amend the resolution to include the date of the public hearing "December 4, 2019" on the second page of the resolution. Motion amending the resolution carried unanimously (7, 0).

Recess

Reconvene

Point of Order

Metcalf Middle School

**RESOLUTION CLOSING  
METCALF MIDDLE SCHOOL**

WHEREAS, a Notice of Public Hearing on the question of the necessity and practicability of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School was published in the legal newspaper of the School District for two successive weeks on November 22 and November 29, 2019; and

WHEREAS, the time and place of the meeting was set forth in the Notice; and

WHEREAS, Metcalf Middle School was identified in the Notice as a school considered for closing; and

WHEREAS, the reasons for the proposed closing were set forth in said Notice; and

WHEREAS, numerous opportunities were provided for members of the community to be heard whether for or against the question of closing Sioux Trail Elementary School, Marion W. Savage Elementary School, and Metcalf Middle School, including at a September 23, 2019 Design Team Meeting through a feedback form; community focus group meetings held on October 3, October 7, October 8, October 9, October 14, and October 15, 2019; multiple site meetings for staff at each school held between October 1 and October 8, 2019; multiple site meetings held for middle school and high school students between October 8 and October 18, 2019; an online feedback form active from October 1 through October 20, 2019; and a meeting with Metcalf families on November 18, 2019; and

WHEREAS, on November 14, 2019, the School Board heard a presentation and recommendation presented by consultant Dr. Roger

Worner; and

WHEREAS, a public hearing on said closings was conducted in accordance with Minnesota Statutes § 123B.51, subd. 5 pursuant to said Notice by the School Board beginning at 6:30 p.m. at the Diamondhead Education Center, 200 W. Burnsville Pkwy., Burnsville, Minnesota; and

WHEREAS, the School Board has considered the following materials: July 2, 2019 Baker Tilly Organizational Analysis Study; July 8, 2019 presentation of Organizational Analysis Study by Dr. Roger Worner and Dr. Kay Worner; August 8, 2019 Review of Facilities Study & Recommendations presentation; September 12, 2019 Outline for Facilities Study Process/Update and Facilities Review Timeline; September 17, 2019 Facilities Realignment presentation from Dr. Roger Worner; October 10, 2019 Facilities Realignment Process Update; October 24, 2019 Facilities Realignment Process Update; and the November 14, 2019 Memorandum and Presentation from Dr. Roger Worner; and

WHEREAS, testimony and materials were received during the course of the hearing by anyone in favor of or opposed to said closings and the hearing was not deemed closed until everyone who requested to speak had an opportunity to do so; and

WHEREAS, the School Board has considered the recommendation of the Administration to close Sioux Trail Elementary, Marion W. Savage Elementary and Metcalf Middle School pursuant to the recommendation of the consultant (Worner).

NOW, THEREFORE, BE IT RESOLVED that after considering the materials in the record, the testimony presented at said hearing held pursuant to Minnesota Statutes § 123B.51, subd. 5, and the recommendations of the Administration, the School Board of Independent School District No. 191 (Burnsville-Eagan-Savage School District) hereby determines that Metcalf Middle School, located at 2250 Diffley Road, Burnsville, Minnesota, shall be closed effective the end of the 2019-20 school year for the following reasons and based on the following findings of fact:

1. In the Spring of 2019, the School District commissioned Baker Tilly Municipal Advisors, LLC, to perform an Organizational Analysis Study to ascertain the status of the School District and tender conclusions and recommendations for enhancing the effectiveness, efficiency, and cost-effectiveness of the School District. Baker Tilly contracted with Drs. Roger and Kay Worner to conduct the study.

2. The conclusions of the Baker Tilly study were presented to the School Board in July 2019. The study included analyses of the School District's enrollment/enrollment trends, finances, programs and services, staffing, and facilities. The study resulted in a 57-page report that contained a number of conclusions and recommendations. In relevant part, the study recommended the District close two elementary schools and one middle school at the end of the 2019-20 school year.

3. The recommendations were significantly and substantially predicated on the School District's past enrollment decline; the School District's future, projected enrollment decline; the resultant under-utilization of the School District's elementary and middle school levels, leading to increased cost and ineffectiveness; a declining General Fund balance; and past and projected future General Fund budget reductions.

4. The School District's enrollment is declining:

a. Over the ten-year span of time from 2009-10 through 2018-19, the School District's enrollment declined by 1,524 students or 15.5% from 9,858 students in 2009-10 to 8,334 students in 2018-19.

b. The enrollment decline was steady, with the number of enrolled students declining in ten consecutive years from 2009-10 through 2018-19.

c. Over the next five years, the School District's enrollment is projected to further decline from 8,334 students in 2018-19 to 7,598 students in 2023-24, representing a net loss of 736 students or 8.8%.

d. Based on the past and projected future enrollment declines, the School District will have lost the equivalent of 90 class sections (assuming an average class section size of 25 students/section) over the 15-year span of time from 2009-10 through 2023-24.

e. The School District's net loss of students through Open Enrollment migration during the 2017-18 school year was 1,556 students, while an additional 1,248 students out-migrated from the School District to non-public, charter, and home school settings.

5. The School District's General Fund balance is declining:

a. The School District has lost significant General Fund revenue as a result of declining enrollment and student out-migration and has projected to further experience revenue losses as a result of declining enrollment and student out-migrations in the future.

b. The School District's General Fund balance has declined by \$7,698,627 or 32.7% over the five-year span of time from 2012-13 to 2017-18.

6. Using the State of Minnesota Selected Guidelines for School Facilities as a guide for applicable square footage of school buildings, elementary schools with enrollments of 500 students or less are constructed to allocate between 125-150 square feet per student. Employing that standard, six (6) of the School District's elementary schools are grossly under-utilized, and two (2) of the District's three middle schools are grossly under-utilized.

7. In light of the School District's current building capacity and enrollment, closing two elementary schools and one middle school is necessary and practicable to put the School District in the best position to serve its students, families, and communities. Underutilized schools produce

negative consequences for both finances and academic programming. Closing these schools will enable the District to more efficiently, reliably, and cost-effectively offer robust, consistent, and quality academic programming for all students.

8. The School District engaged the services of Dr. Roger Worner to serve as the community engagement meetings Facilitator with the assistance of Assistant Superintendent Brian Gersich. Dr. Worner and Assistant Superintendent Gersich presented information from the study at six community focus groups, one design team meeting with principals and parent representatives, and one meeting with administration. During these eight meetings, community members and School District faculty provided feedback regarding the recommendation to close schools, and the choice of which schools to close.

9. Dr. Worner presented the administration's recommendations for the sites identified for closure on November 14, 2019, and provided a memorandum which included the criteria used, sites identified, and rationale for selection those buildings. In making its recommendations for which schools were necessary and practicable to close, the administration considered following factors:

- a. Lowest geographic risk of losing students to a nearby school district via open enrollment;
- b. Oldest building/greatest need for update/greatest need for capital improvement.
- c. Smallest overall capacity;
- d. Smallest actual current enrollment;
- e. Least cost-effective or economical to operate;
- f. Least flexible for future programming.

10. Based on an examination of the School District's ten elementary schools in light of the factors above, four elementary schools were identified as possible candidates for closure: Rahn Elementary, Vista View Elementary, Marion W. Savage Elementary, and Sioux Trail Elementary. These schools met multiple of the factors listed above; the other schools met significantly fewer factors.

11. Although it is the School District's smallest elementary school, Rahn Elementary School was determined to be highly vulnerable to geographic risk of losing students. Therefore, it is not recommended that Rahn Elementary School be closed.

12. Marion W. Savage Elementary School is the oldest, least modern, and least flexible elementary school in the District. It has the third smallest enrollment and is the least cost-effective to operate. For these reasons, it is necessary and practicable that Marion W. Savage Elementary be one of

the two elementary schools to close.

13. Of the remaining two options (Vista View and Sioux Trail), Vista View has a greater capacity, a greater enrollment, lower utility costs, lower utility costs per student, and fewer square feet per student. Sioux Trail Elementary School has the third smallest capacity, second smallest current enrollment, and is the third least cost-effective to operate. For these reasons, it is necessary and practicable that Sioux Trail Elementary School be one of the two elementary schools to close.

14. Metcalf Middle School is the oldest of the three middle schools; has the lowest enrollment; has the highest utility cost per square foot; has the second smallest capacity; and has the second highest number of square feet per student. Eagle Ridge Middle School is the newest, most modern middle school facility. Nicollet Middle School is the largest middle school facility, is the center for School District after school food service production, and its operation is pivotal in providing utilities to its site sister, Sky Oaks Elementary School. For these reasons, it is necessary and practicable that Metcalf Middle School be the middle school to close.

15. School District administration considered all data compiled through its facilities study, consultant recommendations, and public and staff feedback at various meetings and the public hearing. The School District considered alternatives to the closing of the schools, but determined that these closures were necessary to effectively solve the identified concerns that have arisen due to the declining enrollment and underutilization of buildings.

A roll call vote was taken and Alt, Chester, Currier, Holweger, Hume, Miller and Schatz voted in favor of adopting the resolution and none voted against. Motion carried unanimously (7, 0).

Currier read a statement regarding why she voted against adopting the resolution to close Sioux Trail Elementary.

Alt read a statement regarding the school closings.

Moved by Schatz, seconded by Currier, to approve scheduling a special Board meeting on Thursday, December 19, 2019 at 6:30 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville. The purpose of the meeting is Boundaries, Facilities and the FY21 Budget. Motion carried unanimously (7, 0).

Moved by Currier, seconded by Schatz, to approve the Financial Audit Report for 2018-2019. Motion carried unanimously (7, 0).

Moved by Currier, seconded by Schatz, that the Board of Education certify

Special Board meeting

Financial Audit

Certify Levy

the final property tax levy for taxes payable in 2020 as follows:

General - RMV, Voter Approved	\$ 15,247,948.55
General - RMV, Other	6,427,084.35
General - NTC, Voter Approved	3,109,328.83
General - NTC, Other	6,710,880.67
Community Service	1,809,068.06
General Debt Service, Voter Approved	3,626,612.47
General Debt Service, Other	5,943,212.51
OPEB/ Pension, Other	1,368,863.64

Total \$ 44,242,999.08  
Motion carried unanimously (7, 0).

Combined  
Precincts

Moved by Chester, seconded by Hume, to adopt a resolution combining precincts.

**RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR CERTAIN MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 191, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school elections not held on the day of a statewide election. The following combined polling places are hereby established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

COMBINED POLLING PLACE: Edward Neill Elementary  
School  
13409 Upton Avenue  
Burnsville, MN 55337

This combined polling place serves all territory in Independent School District No. 191 located in the City of Burnsville, P-02, P-07, P-11, P-12

and P-16; Dakota County, Minnesota.

COMBINED POLLING PLACE: Gideon Pond Elementary School  
613 E. 130th Street  
Burnsville, MN 55337

This combined polling place serves all territory in Independent School District No. 191 located in the City of Burnsville, P-06, P-08, P-09 and P-14; Dakota County, Minnesota.

COMBINED POLLING PLACE: John Metcalf Middle School  
2250 Diffley Road  
Burnsville, MN 55337

This combined polling place serves all territory in Independent School District No. 191 located in the City of Eagan, P-04, P-5A, P-5B, P-9A and P-9B; Dakota County, Minnesota.

COMBINED POLLING PLACE: Sioux Trail Elementary School  
2801 River Hills Drive  
Burnsville, MN 55337

This combined polling place serves all territory in Independent School District No. 191 located in the City of Apple Valley, P-5A, and the City of Burnsville, P-01, P-05 and P-10; Dakota County, Minnesota.

COMBINED POLLING PLACE: Vista View Elementary School  
13109 County Road 5  
Burnsville, MN 55337

This combined polling place serves all territory in Independent School District No. 191 located in the City of Burnsville, P-03, P-04 and P-17; Dakota County, Minnesota.

COMBINED POLLING PLACE: Harriet Bishop Elementary School  
14400 O'Connell Road  
Savage, MN 55378

This combined polling place serves all territory in Independent School District No. 191 located in the City of Savage, P-3, P-4, and P-8; Scott County, Minnesota.

COMBINED POLLING PLACE: Glendale United Methodist Church  
13550 Glendale Road

Savage, MN 55378

This combined polling place serves all territory in Independent School District No. 191 located in the City of Savage, P-1, P-2 and P-7, and the City of Shakopee, P-4 and P-12A; Scott County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located in whole or in part within 30 days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to all registered voters in the school district whose school district polling place locations have been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate County Auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

Motion carried unanimously (7, 0).

Moved by Schatz, seconded by Hume, to approve the additions, deletions, and changes to the 2020-21 Secondary Course Catalog as noted.

Motion carried unanimously (7, 0).

Moved by Schatz, seconded by Chester, to adjourn at 10:04 p.m. to a Policy Review Committee of the Whole. Motion carried unanimously (7, 0).

The committee meeting began at 10:06 p.m. The purpose of the committee meeting was proposed new Policy 509.5: *Intra-District transfer (Variance Enrollment)*.

Adjourned at 10:45 p.m. to a closed session, as permitted by Minnesota Statute §13D.03, to discuss ISD 191's Labor Negotiation Strategy.

2020-21  
Secondary Course  
Catalog

Adjourn to a  
Policy Review  
Committee

Adjourn to a  
closed session

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Darcy Schatz, clerk

January 9, 2020  
Date approved

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
December 12, 2019

The closed session of the Board of Education was called to order by Chair Alt at 10:52 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, 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 11:14 p.m.

Adjourn

December 12, 2019

Darcy Schatz, clerk

Date approved

School Board Minutes  
INDEPENDENT SCHOOL DISTRICT 191  
December 19, 2019

The special board 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, 55337.

Call to Order

Directors Miller, Currier, Chester, Holweger, Schatz, and Chair Alt were present. Hume was absent. Superintendent Battle, administrators, staff and members of the public were also present.

Attendance

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

Purpose

Adjourn

Received a report on the Attendance Boundary Adjustment Process Update by Lisa Rider, executive director of business services.

Moved by Schatz, seconded by Holweger to approve, on a first reading basis, New Policy 509.5: *Intra-District Transfer* (Variance Enrollment). Motion carried unanimously (6, 0).

Received a report on Open Facility Usage Planning from Stephanie White, director of student support services.

Received a report on FY21 Proposed Budget Process from Dr. Theresa Battle, superintendent, and Lisa Rider, executive director of business services, and Imina Oftedahl, director of curriculum, instruction and assessment.

The meeting adjourned at 8:00 p.m.

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Darcy Schatz, clerk  
January 9, 2020  
Date Approved

January 9th, 2020

**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: January 9th, 2020 FINAL  
RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Appointment		Alison Rossow		ECSE Center	ECSE Teacher Casual	12/27/2019
Certified	Appointment		Andrew Tofte		WM. Byrne Elementary School	Long Term Substitute Teacher	12/09/2019-01/27/2020
Certified	Appointment		Anna Patricia Grgurovic		Eagle Ridge Middle School	Long Term Substitute Counselor	01/13/2020-02/28/2020
Certified	Appointment		Ashly Mickelson		Vista View Elementary School	Long Term Substitute Teacher	12/11/2019-02/25/2020
Certified	Appointment		Christian Kibler		District-wide	BYC Licensed Teacher	12/12/2019
Certified	Appointment		Donna Daniell		District-wide	BYC Licensed Teacher	12/12/2019
Certified	Appointment		Dwight Schmidt		Burnsville Alternative High School	Long Term Substitute Teacher	12/09/2019-03/19/2020
Certified	Appointment		Elizabeth Weilandgruber		District-wide	BYC Licensed Teacher	12/12/2019
Certified	Appointment		Hawa Salad		District-wide	BYC Licensed Teacher	12/12/2019
Certified	Appointment		Li Harmon		Metcalf Middle School	Teacher	11/18/2019
Certified	Appointment		Mary Topic		District-wide	Long Term Substitute Speech/Lan	01/04/2020/04/07/2020
Certified	Appointment		Nicolette Kranz		Hidden Valley Elementary	Teacher	1/2/2020
Certified	Appointment		Ryan Meyer		District-wide	BYC Licensed Teacher	12/12/2019
Certified	Appointment		Shelley Hermes		District-wide	BYC Licensed Teacher	12/12/2019
Certified	Leave of Absence		Amy Hill		Burnsville Alternative High School	Teacher	02/04/2020-03/19/2020
Certified	Leave of Absence		Mollie Jonart		Eagle Ridge Middle School	Counselor	01/27/2020-02/28/2020
Classified	Appointment		Debbie Bringgold		District-wide	BYC Non-Licensed Instructor	12/12/2019
Classified	Appointment		Derek Sather		MW Savage Elementary School	Lead Custodian- Temp	12/29/2019
Classified	Appointment		Karlie Zeimet		District-wide	BYC Non-Licensed Instructor	12/12/2019
Classified	Appointment		Linda Hey		District-wide	BYC Non-Licensed Instructor	12/12/2019
Classified	Appointment		Misbah Hirani		Hidden Valley Elementary	Educational Assistant Level III	1/9/2020
Classified	Change of Assignment		Kathy Buck		Sky Oaks Elementary School	Food Service Associate	1/6/2020
Classified	Change of Assignment		Ruth Davila		Hidden Valley Elementary	Educational Assistant Level IV	1/9/2020
Classified	Resignation		Heather Heerey		Nicollet Middle School	Clerical Level III	1/3/2020
Classified	Resignation		Michael Hanhne		Edward Neill Elementary	Educational Assistant Level IV	1/10/2020
Classified	Retirement		Sally Thoennes		Burnsville High School	Educational Assistant Level IV	1/3/2020
Co-Curricular/Coach	Resignation		Abby Specht		Burnsville High School	Diving Coach	11/16/2019
Co-Curricular/Coach	Resignation		Jeff Limke		Burnsville High School	Badminton Coach	6/8/2019



**Agenda V.A.3.  
January 9, 2020**

**To:** Members, Board of Education  
Dr. Theresa Battle, superintendent

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

**Date:** January 2, 2020

**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 January 9, 2020.

\_\_\_\_\_  
Darcy Schatz, Clerk – Board of Education

<b>Date</b>	<b>Donor</b>	<b>Recipient</b>	<b>Terms</b>	<b>Donation</b>
11/13/2019	Wayne Bedeaux, Leo's South Powersports Superstore	District 191	To donate coats to students/families in need.	160 Youth and Adult Size Coats (Valued at \$10,262.38)
12/5/2019	Wells Fargo Community Support Campaign	Sioux Trail Elementary	Student Use	\$120.00
12/5/2019	Jim and Gail Haemmerle	Hidden Valley Elementary	HV Student Negative Meal Balances	\$500.00
12/6/2019	River Hills Methodist Church	Sioux Trail Elementary	Student use	3 boxes of new clothing items, Mittens, & school supplies
12/9/2019	William Byrne PTO	William Byrne Elementary	help the school	\$938.18
12/1/2019	Wells Fargo Employee / Matching Donation Program	BrainPower in a BackPack	Cash donation	\$530.00
11/21/2019	Daffodil Club, Burnsville	BrainPower in a BackPack	Cash donation	\$400.00
11/22/2019	US Bank Employee Giving Program	BrainPower in a BackPack	Cash Donation	\$50.00
11/25/2019	Rahn Elementary	BrainPower in a BackPack	Cash Donation	Food Drive
11/25/2019	Harriet Bishop Girl Scout Troop	BrainPower in a BackPack	Food Drive	Food drive donation
12/10/2019	Give to the Max Day Donations	BrainPower in a BackPack	Cash donation	\$245.00
12/10/2019	Steven and Sheila Spaulding	BrainPower in a BackPack	Cash donation	\$100.00
12/12/2019	Mary, Mother of the Church	Sioux Trail Elementary	Student Use	Two X-large bags of new snow pants & waterproof mittens
12/13/2019	Jean Kellogg Trust in memory of Alice Handy	Eagle Ridge Middle School	Books for Library	\$300.00
12/10/2019	Steven and Sheila Spaulding	BrainPower in a BackPack	Donation	\$100.00
12/13/2019	ISD 191 Early Childhood Family Education	BrainPower in a BackPack	Donation	Food Drive
12/17/2019	Prior Lake Savage Optimist Club	BrainPower in a BackPack	Donation	\$500.00

12/18/2019	Minnesota Valley Electric Cooperative Operation Round UP	BrainPower in a Backpack	Donation	\$500.00
12/19/2019	Dakota County Electric	BrainPower in a Backpack	Donation	\$500.00
12/18/2019	Marsha Johnson	BrainPower in a Backpack	Donation	\$16.00
12/11/2019	Morning Glories from Peace Women's Ministries	Rahn Elementary	to purchase school supplies	\$200.00
12/6/2019	Rahn PTO	Rahn Elementary	to purchase new walkie talkies	\$4,497.00
6/6/2019	Annie Arnold	Burnsville High School	For use by students in culinary classes.	Large cookbook collection...approximately 250 items.
12/10/2019	Jeanna Vohnoutka	Food & Nutrition Services	For those in need. Preferably full families and accounts.	\$300.00
12/17/2019	Anonymous	Food & Nutrition Services	For those in need	\$50.00

**Total monetary donation received: \$9,846.18**



**Agenda V.A.4.  
January 20, 2020**

**To:** Board of Education  
Dr. Theresa Battle, superintendent

**From:** Brian Gersich, assistant superintendent

**Date:** December 12, 2019

**Re:** Report on Listening Session on December 12, 2019

School Board Listening Session  
12-12-19

Board Members: Directors Scott Hume and Eric Miller  
Assistant Superintendent Brian Gersich

A parent spoke at the listening session. She shared her thoughts about the district and school closings. She also read an email from another person in the community.

- Did speak at the public hearing, just wanted to add a few notes
- Need to teach kids what is right vs. easy
- The district lost closer to 300 vs 100 students predicted
- 191 has a bad reputation
- Looking at alternatives for my children
- Must do what is right, not what is easy

Same speaker read an email from a parent who asked her to read it:

- Five criteria used by Dr. Worner
- Want to mention data between VV and ST
  - Geographic Risk - was no clear guideline so made it subjective
  - Age - these near identical
  - Space - VV has additional space but it's mostly storage and maintenance
  - Enrollment - due to open enrollment out or wouldn't be an issue, we haven't done boundaries for a long time
  - Utilities - what factor of summer school and A/C
- Scatterplot map needed to show open enrollment out
- Open enrollment spreads can lead to more along the same path
- Program cuts is a major factor of people leaving
- If you close both schools, more kids will leave

!

- Many have already filled out open enrollment forms
- We can't afford loss (\$6,000 per kid)
- Some people who open enroll into 196 who open enroll in are going to enroll back in their home district.



**Agenda V.A.5.  
January 9, 2020**

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

**From: Lisa Rider, Executive Director of Business Services**

**Date: January 9, 2020**

**Re: Approve the flooring proposal for the 2020 Carpet Replacement at Eagle Ridge Middle School**

RECOMMENDATION: That the Board of Education Approve the flooring proposal in the amount of \$330,860.35 for the 2020 carpet replacement project at Eagle Ridge Middle School to Hiller Commercial Floors.

On Thursday, October 17, 2019, a flooring proposal was received from Hiller Commercial Floors in the amount of \$330,860.35 for the 2020 carpet replacement project at Eagle Ridge Middle School. Original 1996 carpets throughout the building will be replaced as part of this project.

The flooring proposal was submitted using the Cooperative Purchasing Connection contract 17.5 which we are members of through Metro ECSU (Metropolitan Educational Cooperative Service Unit).

The Cooperative Purchasing Connection allows us the ability to purchase carpet, resilient flooring, accessories and installation services through Hiller Commercial Floors at Consortium level discounted pricing.

This project is an LTFM (Long Term Facilities Maintenance) project that was already approved by the School Board and is within the budgeted amount for this project.

Cooperative Purchasing Connection supporting documents are available as requested.



**Agenda V.A.6.  
January 9, 2020**

**To:** Board of Education  
**From:** Superintendent Dr. Theresa Battle  
**Date:** January 2, 2020  
**Re:** No changes to policies

**Recommendation:** Approve no changes to Policies 207: *Public Hearings*; 301: *School District Administration*; 302: *Superintendent*; 303: *Superintendent Selection*; 304: *Superintendent Contract, Duties, and Evaluation*; and 306: *Administrator Code of Ethics*.

These policies were reviewed by the Policy Review Committee on December 10, 2019.

Adopted: 10/1999

Burnsville-Eagan-Savage School District Policy 207

Reviewed: ~~10/26/2017~~1/9/2020

Revised: 05/28/2015

Rescinds: BDE

## **207 PUBLIC HEARINGS**

### **I. PURPOSE**

The school board recognizes the importance of obtaining public input on matters properly before the school board. The purpose of this policy is to establish procedures to efficiently receive public input.

### **II. GENERAL STATEMENT OF POLICY**

In order for the school board to efficiently receive public input on matters properly before the school board, the procedures set forth in this policy are established by the school board.

### **III. PROCEDURES**

#### **A. Public Hearings**

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), truth in taxation (Minn. Stat. § 375.065) education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

#### **B. Notice of Public Hearings**

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

#### **C. Public Participation**

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to the commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the discretion of the school board.

1. Format of Request: If required by the school board, a written request of an individual or a group to address the school board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.
2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. In the event that the school board requires the designation of a representative or spokesperson, no other person in the group will be recognized to address the school board, except as otherwise determined by the school board.
4. Privilege to Speak: A school board member should direct any remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

***Legal References:*** Minn. Stat. § 123A.15 (Education District Establishment)  
Minn. Stat. § 123A.30 (Agreements for Secondary Education)  
Minn. Stat. § 123B.51 (School Closings)

***Cross References:*** Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

Adopted: 5/28/2015

Burnsville-Eagan-Savage School District Policy 301

Reviewed: ~~10/26/2017~~ 9/2020

Revised: 5/28/2015

Rescinds:

## **301 SCHOOL DISTRICT ADMINISTRATION**

### **I. PURPOSE**

The purpose of this policy is to clarify the role of the school district administration and its relationship with the school board.

### **II. GENERAL STATEMENT OF POLICY**

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The school board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the school board.
- C. The school board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. Although the school board holds the superintendent ultimately responsible for administration of the school district and annual evaluation of each principal, the school board also recognizes the direct responsibility of principals for educational results and effective administration, supervisory, and instructional leadership at the school building level.
- E. The school board and school administration shall work together to share information and decisions that best serve the needs of school district students within financial and facility constraints that may exist.

**Legal References:** Minn. Stat. § 123B.143 (Superintendent)  
Minn. Stat. § 123B.147 (Principals)

**Cross References:** MSBA Service Manual, Chapter 3, Superintendent of Schools

Adopted: 6/1982

Burnsville-Eagan-Savage School District Policy 302

Reviewed: ~~2/22/2018~~1/9/2020

Revised: 3/8/2018

Rescinds: CBA

## **302 SUPERINTENDENT**

### **I. PURPOSE**

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

### **II. GENERAL STATEMENT OF POLICY**

The school board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the school board and as chief executive officer of the school system.

### **III. GENERAL RESPONSIBILITIES**

- A. The superintendent will take the leading role in continuously improving the district while keeping the best interests of students as a top priority.
- B. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- C. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- D. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- E. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

**Legal References:** Minn. Stat. § 123B.143 (Superintendent)

**Cross References:** Burnsville-Eagan-Savage School District Policy 202 (School Board Officers)  
Burnsville-Eagan-Savage School District Policy 208 (Development, Adoption, and Implementation of Policies)  
Burnsville-Eagan-Savage School District Policy 214 (Out-of-State Travel by School Board Members)  
Burnsville-Eagan-Savage School District Policy 301 (School District

Administration)  
Burnsville-Eagan-Savage School District Policy 303 (Superintendent Selection)  
Burnsville-Eagan-Savage School District Policy 304 (Superintendent Contract, Duties, and Evaluation)  
Burnsville-Eagan-Savage School District Policy 305 (Policy Implementation)  
Burnsville-Eagan-Savage School District Policy 306 (Administrator Code of Ethics)  
Burnsville-Eagan-Savage School District Policy 412 (Expense Reimbursement)  
Burnsville-Eagan-Savage School District Policy 510 (School Activities)  
Burnsville-Eagan-Savage School District Policy 511 (Student Fundraising)  
Burnsville-Eagan-Savage School District Policy 513 (Student Promotion, Retention, and Program Design)  
Burnsville-Eagan-Savage School District Policy 602 (Organization of School Calendar and School Day)  
Burnsville-Eagan-Savage School District Policy 605 (Alternative Programs)  
Burnsville-Eagan-Savage School District Policy 701 (Establishment and Adoption of School District Budget)  
Burnsville-Eagan-Savage School District Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)  
Burnsville-Eagan-Savage School District Policy 802 (Disposition of Obsolete Equipment and Material)  
Burnsville-Eagan-Savage School District Policy 903 (Visitors to School District Buildings and Sites)  
Burnsville-Eagan-Savage School District Policy 905 (Advertising)  
Burnsville-Eagan-Savage School District Policy 906 (Community Notification of Predatory Offenders)  
Burnsville-Eagan-Savage School District Policy 907 (Rewards)  
MSBA Service Manual, Chapter 3, Superintendent of Schools

Adopted: 2/1990

Burnsville-Eagan-Savage School District Policy 303

Reviewed: ~~10/26/2017~~1/9/2020

Revised: 8/24/2017

Rescinds: CBB

### **303 SUPERINTENDENT SELECTION**

#### **I. PURPOSE**

The purpose of this policy is to convey to the school community that the authority to select and employ a superintendent is vested in the school board.

#### **II. GENERAL STATEMENT OF POLICY**

The school board shall employ a superintendent to serve as the chief executive officer of the school district and to conduct the daily operations of the school district.

#### **III. QUALIFICATIONS**

- A. The school board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The school board will consider professional preparation, experience, skill, and demonstrated competence of qualified applicants in making a final decision. The school board will conduct a search to find the person it believes can most effectively translate into action its policies and the aspirations of the community.

#### **IV. SELECTION**

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the school board.
- B. The school board may seek the advice and counsel of interested individuals or of an advisory committee, or it may employ a consultant to assist in the superintendent selection. However, the final selection will rest with the school board after a thorough consideration of qualified applicants.
- C. The school board shall provide the contract for the superintendent and specifically identify all conditions of employment mutually agreed upon with the superintendent. In so doing, the school board shall observe all requirements of state and federal law and school board policy.

***Legal References:*** Minn. Stat. § 123B.143 (Superintendent)  
Minn. Rules, Chapter 3512

***Cross References:*** MSBA Service Manual, Chapter 3, Superintendent of Schools

Adopted: 5/2004

Burnsville-Eagan-Savage School District Policy 304\

Reviewed: ~~10/26/2017~~ 9/2020

Revised: 11/16/2017

Rescinds: AFB

## **304 SUPERINTENDENT CONTRACT, DUTIES, AND EVALUATION**

### **I. PURPOSE**

The purpose of this policy is to provide for the use of an employment contract with the superintendent, a position description, and the use of an approved instrument to evaluate performance.

### **II. GENERAL STATEMENT OF POLICY**

- A. The superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.
- B. Evaluation is a summative description of the superintendent's performance in all areas of his/her responsibility. The purpose of the performance evaluation is to recognize effective leadership and management, encourage improved performance, communicate and clarify school board expectations, generate mutual understanding, improve communication, and facilitate the process of planning to meet future needs. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent
  - 1. The school board will formally evaluate the superintendent at least annually.
  - 2. The superintendent and school board members will establish a clear set of expectations for the evaluation, including the goals to be accomplished and the instrument(s) to be used, to provide a consistent and fair process for the evaluation.
- C. The school board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

### **III. PROCESS FOR CONDUCTING THE SUPERINTENDENT'S EVALUATION**

- A. School board members will complete as much of the evaluation form as possible before the evaluation meeting.
- B. At the evaluation meeting, the superintendent will meet with the school board to present information regarding the status of annual goal accomplishment, overall

performance relative to the job description, and input from others regarding performance. School board members may ask clarifying questions.

- C. The school board and superintendent together will engage in discussion using the information provided by the superintendent in addition to school board members' individual evaluative comments. Following this joint discussion, the school board may ask the superintendent for time by itself to determine evaluation outcomes. If granted, the superintendent will be invited to rejoin the school board for a final review and comment.
- D. The vice chair will prepare a summative evaluation draft based on the discussion noted above and on written comments from individual school board members. All school board members will review the draft. Following that review, the vice chair will meet with the superintendent to share the summative evaluation and the school board's perspective regarding the superintendent's performance. A copy of the summative evaluation instrument will be provided to the superintendent for his/her personnel file.
- E. The vice chair will summarize the findings of the performance evaluation at the next public meeting of the school board following the evaluation.

***Legal References:*** Minn. Stat. § 123B.143 (Superintendent)

***Cross References:*** MSBA Service Manual, Chapter 3, Superintendent of Schools (See Model Contract, Sample Performance Appraisals, and Model Job Description)

Adopted: 5/28/2015

Burnsville-Eagan-Savage School District Policy 306

Reviewed: ~~10/26/2017~~ 1/9/2020

Revised: 5/28/2015

Rescinds:

## **306 ADMINISTRATOR CODE OF ETHICS**

### **I. PURPOSE**

The purpose of this policy is to establish the requirements of the school board that administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

### **II. GENERAL STATEMENT OF POLICY**

- A. An administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.
- B. The Administrator:
1. Makes the well-being of students the fundamental value of all decision-making and actions.
  2. Fulfills professional responsibilities with honesty and integrity.
  3. Supports the principle of due process and protects the civil and human rights of all individuals.
  4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
  5. Implements the school board's policies.
  6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.

7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.

***Legal References:*** Minn. Stat. § 122A.14, Subd. 4 (Code of Ethics)  
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

***Cross References:***



**Future Ready. Community Strong.**

**Agenda V.B.1.  
January 9, 2020**

**To:** Board of Education  
Superintendent Dr. Theresa Battle

**From:** Brian Gersich, assistant superintendent

**Date:** January 2, 2020

**Re:** Changes to Policies 205: *Open Meetings and Closed Meetings* and 607: *Organization of Grade Levels*

**Recommendation:** Approve, on a first reading basis, changes to Policies 205: *Open Meetings and Closed Meetings* and 607: *Organization of Grade Levels*

Policies 205 and 607 were reviewed at the Policy Review Committee meeting on Dec. 10, 2019. A couple of minor edits were suggested by the committee.

Adopted: 7/1985

Burnsville-Eagan-Savage School District Policy 205

Reviewed: 9/13/2018/9/2020

Revised: 10/11/2018

Rescinds: BD

## **205 OPEN MEETINGS AND CLOSED MEETINGS**

### **I. PURPOSE**

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

### **II. GENERAL STATEMENT OF POLICY**

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

### **III. DEFINITION**

“Meeting” means a gathering of at least a quorum or more members of the school board, or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering.

### **IV. PROCEDURES**

- A. Meetings
  - 1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
- c. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.

- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or other electronic means in compliance with Minn. Stat. § 13D.021.

8. Meetings Conducted by Interactive Technology

A meeting may be conducted by interactive technology or other similar electronic means in compliance with Minn. Stat. § 13D.02.

B. Votes

The votes of school board members shall be recorded in the meeting minutes ~~journal kept for that purpose~~, and the ~~journal minutes~~ shall be available to the public during all normal business hours at the administrative offices of the school district and posted on the district website.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy
  - a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
  - b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be

tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings. These meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning

litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching assignment of a licensed or nonlicensed head varsity coach, it must notify the head coach within 14 days of that decision.
- b. If the head coach requests the reasons for the nonrenewal, the school board must give the head coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the head coach, the school board must provide the head coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the head coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency;
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data; or
- d. an individual's personal medical records.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
  - (1) to determine the asking price for real or personal property to be sold by the school district;
  - (2) to review confidential or nonpublic appraisal data; and
  - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. Ch. 13D (Open Meeting Law)  
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)  
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)

Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)  
 Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)  
 Minn. Rules Part 5510.2810 (Bureau of Mediation Services)  
*Brown v. Cannon Falls Township*, 723 N.W.2d 31 (Minn. App. 2006)  
*Brainerd Daily Dispatch v. Dehen*, 693 N.W.2d 435 (Minn. App. 2005)  
*The Free Press v. County of Blue Earth*, 677 N.W.2d 471 (Minn. App. 2004)  
*Prior Lake American v. Mader*, 642 N.W.2d 729 (Minn. 2002)  
*Star Tribune v. Board of Education, Special School District No. 1*, 507 N.W.2d 869 (Minn. App. 1993)  
*Minnesota Daily v. University of Minnesota*, 432 N.W.2d 189 (Minn. App. 1988)  
*Moberg v. Independent School District No. 281*, 336 N.W.2d 510 (Minn. 1983)  
*Sovereign v. Dunn*, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)  
[Dept. of Admin. Advisory Op. No. 19-008 \(May 22, 2019\)](#)  
[Dept. of Admin. Advisory Op. No. 19-006 \(April 9, 2019\)](#)  
 Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)  
 Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)  
 Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)  
 Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)  
 Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)  
 Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)  
 Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)  
 Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

***Cross References:*** Burnsville-Eagan-Savage School District Policy 204 (School Board Meeting Minutes)  
 Burnsville-Eagan-Savage School District Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)  
 Burnsville-Eagan-Savage School District Policy 207 (Public Hearings)  
 Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)  
 Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)  
 MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s Open Meeting Law)

Adopted: 12/17/2015  
Reviewed: ~~6/14/2018~~1/9/2020  
Revised: 6/21/2018 2019-11-12 BG  
Rescinds:

Burnsville-Eagan-Savage School District Policy 607

## 607 ORGANIZATION OF GRADE LEVELS

### I. PURPOSE

The purpose of this policy is to address the grade level organization of schools within the school district.

### II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to address the groupings of grade levels as recognized in Minn. Stat. § 120A.05, as follows:

*Elementary:*                    *Grades prekindergarten through 5*

*Middle:*                        *Grades 6-8*

*High School:*                *Grades 9-12*

B. The superintendent may seek school board approval to administer certain programs on a nongraded basis or a design different from that indicated. Program proposals that seek school board approval must meet all state requirements and reflect the rationale for the modification.

### III. DEFINITIONS

A. “Kindergarten” means a program designed for students five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter first grade the following school year.

A.B. “Prekindergarten” means a program designed for pupils younger than five years of age on September 1 of the calendar year in which the school year commences that prepares pupils to enter kindergarten the following school year.

*Legal References:*    Minn. Stat. § 120A.05, Subds. 9, 10a, 11, 13, 17 (Public Schools)  
                                 Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

*Cross References:*    Burnsville-Eagan-Savage School District Policy 546 (Early Admission to Kindergarten)



**Agenda V.B.2.  
January 9, 2020**

**To:** Board of Education  
Superintendent Dr. Theresa Battle

**From:** Aaron Tinklenberg, Director of Communications

**Date:** January 2, 2020

**Re:** Changes to Policy 903: *Visitors to School District Buildings and Sites*

**Recommendation:** Approve, on a first reading basis, changes to Policy 903: *Visitors to School District Buildings and Sites*.

Policy 903 was reviewed by the Policy Review Committee on December 10, 2019.

Adopted: 6/1986  
Reviewed: ~~1/11/2018~~1/9/2020  
Revised: 1/25/2018  
Rescinds: KK

Burnsville-Eagan-Savage School District Policy 903

## 903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

### I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

### II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

### III. **POST**<sup>[AT1]</sup>-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course ~~may~~<sup>must</sup> be provided with reasonable access, during regular school hours, to a computer and other **technology** <sup>[AT2]</sup>resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

### IV. RESPONSIBILITY

- A. The school district administration will develop visitor and post-secondary enrollment options student procedures and requirements.
- B. The superintendent or designee shall be responsible for providing coordination that may be needed throughout the process and providing for periodic school board review and approval of the procedures.

### V. VISITOR LIMITATIONS

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.
  
- B. Visitors, including post-secondary enrollment options students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements ~~which are an addendum to this policy~~ or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
  - 1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
  
  - 2. ~~if unattended,~~ provide for the removal of the vehicle, if unattended, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.
  
- C. An individual, ~~post-secondary enrollment options student,~~ or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

**Legal References:** Minn. Stat. § 123B.02 (General Powers of Independent School Districts)  
 Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Program)  
 Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)  
 Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)

**Cross References:**



**Future Ready. Community Strong.**

**Agenda V.B.3.  
January 9, 2020**

**To:** Board of Education  
Superintendent Dr. Theresa Battle

**From:** Stacey Sovine, executive director of human resources

**Date:** January 2, 2020

**Re:** New Policy 509.5: *Intra-District Transfer* (Variance Enrollment)

**Recommendation:** That the Board approves, on a second reading basis, New Policy 509.5: *Intra-District Transfer* (Variance Enrollment).

New Policy 509.5 was reviewed by the Policy Review Committee of the Whole on December 12, 2019. The first reading was approved by the Board on December 19, 2019.

Adopted: 1/9/2020  
Reviewed: 12/19/2019  
Revised:  
Rescinds:

## **509.5 INTRA-DISTRICT TRANSFER (VARIANCE ENROLLMENT)**

### **I. PURPOSE**

The school district provides enrollment options to resident students whenever practicable. It is the purpose of this policy to set forth procedures and standards in making such determinations.

### **II. GENERAL STATEMENT OF POLICY**

#### **A. Eligibility**

Students who are current residents of the district are eligible to apply for Variance Enrollment. Applications for Variance Enrollment shall be available on the district website and in the District Enrollment Center.

#### **B. Standards for Acceptance**

1. Residents living in the district who would like to enroll their student in a school outside of their attendance area must complete the Variance Enrollment application (one form per child). Applicants will be notified in writing of approval/non-approval.
2. Approval for Variance Enrollment transfer is under the condition that program, class, grade level, or school building capacity is not exceeded as determined by the district.
3. Approval is valid for the duration of enrollment at the building designated on the application. Once approved for a particular school, there is no need to reapply each year that a student is enrolled at that school.
4. When the student promotes to a new building, he/she must apply for school building placement by completing and submitting a new Variance Enrollment application. Approval is based on current enrollment levels and promotion to the school that the majority of their sibling or peers will attend is not guaranteed.
5. The Superintendent shall establish an Approval Process for Variance Enrollments in accordance with Policy 509.5. The process shall be posted on-line under Student Enrollment.
6. Transportation of students under this policy shall be the responsibility of the parent/guardian, unless transportation is documented in a student's special education plan. The district may provide bus transportation in accordance with policy 707 TRANSPORTATION OF PUBLIC SCHOOL STUDENTS, if:
  - a. The ride is on an existing bus route to school/program and space is available on bus;

- b. No re-routing of buses and no additional bus stops are created;
- c. Any fees, if applicable, required by the district for providing transportation have been paid in full;
- d. A signed waiver is on file indemnifying the district of any liability for the safekeeping of the student at the bus stop, or to and from home to bus stop.

C. Exceptions to the Policy

- 1. The parent/guardian may sever the Variance Enrollment agreement at any time. When such agreement is cancelled by the parent, the student will be assigned to the school in his/her resident attendance area. A Severance Form to sever a Variance Enrollment shall be available on the district website and in the District Enrollment Center.
- 2. The district reserves the right to sever a Variance Enrollment agreement if it deems this action is in the best interest of the district. A Variance Enrollment agreement will not be severed during a school year, unless by mutual agreement with parent and the district.
- 3. The provisions of federal mandates supersede the terms and conditions of this policy. Any provision of this policy found to be in violation of any such law, regulation, directive or order shall be null and void and without force and effect.
- 4. The district reserves the right to alter the application process if it determines that it is appropriate to do so.

D. Temporary Suspension of the Policy

The School Board reserves the right to temporarily suspend the implementation of this policy when it deems such action is in the interest of ISD 191.

- 1. Any Board of Education action to suspend the implementation of this policy will be for the subsequent school year(s).
- 2. Board of Education action to suspend implementation of the policy will be subject to annual review and reaffirmation by the school board no later than March 31.
- 3. Students currently attending school under a previously approved Variance Enrollment agreement may be required to reapply for a Variance Enrollment if the Board of Education decides to suspend the implementation of this policy for a subsequent school year(s).

**Legal References:** Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)  
 Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School)  
 Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)  
 Minn. Stat. § 124D.03 (Enrollment Options Program)  
 Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District)  
 Minn. Stat. § 124D.68 (High School Graduation Incentives Program)  
 Minn. Ch. 260A (Truancy)  
 Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)  
 Minn. Op. Atty. Gen. 169-f (Aug. 13, 1986)  
*Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ.*, Co. No. A05-361, 2005 WL 3111963 (Minn. Ct. App. 2005) (unpublished)

***Cross References:*** Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)  
Burnsville-Eagan-Savage School District Policy 517 (Student Recruiting)  
Burnsville-Eagan-Savage School District Regulation 509  
MSBA Service Manual, Chapter 5, Various Educational Programs

## Policy 509.5 Process

A team including two Principals and Directors of Special Education, Human Resources, Business, and Communications, and the Student Systems Coordinator met to:

- Review
  - Current ISD 191 policy 509
  - Current ISD 191 enrollment process
  - Neighboring districts' enrollment policies and processes
  - Current data on Variance Enrollments between schools
  
- Identify
  - Trends in data
  - Questions that needed to be addressed within the developed Options
  - Guiding Principles
    - Equity for all students
    - Minimize transitions and disruption to families
    - Class size and building capacity predictability
    - Financial considerations for efficiencies and sustainability

From the work of this team work began on the:

- Development
  - Policy 509.5 that aligns with current processes and neighboring districts' policies
  - Three (3) options
    - Suspend Policy 509.5 for 2020-2021
    - Implement Policy 509.5 with no changes to the Variant Enrollment Process in 2020-2021
    - Implement Policy 509.5 with a change to the Variance Enrollment Process to provide a transition component for 2020-2022
  - Implications and Next Steps for each option
  - Scenarios for different situations and how they would be addressed under each Option

This work was then brought to the Executive Team and another group of nine principals for review and refinement.

**Next Steps:**

- *Board review, revise, and adopt Policy 509.5 per current policy on adopting new policies*
- *Under Policy 509.5, Board determines whether to:*
  - *Suspend Policy 509.5 for 2020-2021 (Option 1)*
  - *Implement Policy 509.5 with now changes to current Variance Enrollment process (Option 2)*
  - *Implement Policy 509.5 with changes that allows for transition period for four grades (Option 3)*

**Note:**

- Open Enrollment follows state statute language and Variance Enrollments follow our policy. Open Enrollments may indeed be accepted while Variance Enrollments may not.

Options	Implications	Next Steps
<p><b>Option 1: Suspend Policy 509.5 Board Action</b></p> <p>After the new boundaries are drawn, all students return to their resident school. No Variance Enrollments are accepted for 2020-2021.</p>	<ul style="list-style-type: none"> <li>• Building enrollment can be based accurately on resident population within boundaries.</li> <li>• Staffing can be efficiently applied to predictable enrollment.</li> <li>• No availability for Variance Enrollment for families.</li> <li>• Highly disruptive to families that may create more frustration with process.</li> </ul>	<ul style="list-style-type: none"> <li>• New boundaries are identified.</li> <li>• Families are contacted with new school information (all students return to school of residence).</li> </ul>
<p><b>Option 2: Do not Suspend Policy 509.5, leave Variance Enrollment Process as is. Superintendent Action</b></p> <p>Families may apply for a Variance Enrollment until the desired school reaches capacity.</p>	<ul style="list-style-type: none"> <li>• Can apply Variance Enrollment process equally and equitably going forward.</li> <li>• Building enrollment can be regulated to maximize staffing and building capacity.</li> <li>• While Variance Enrollment is available for families, not all displaced students will be able to return to their current resident building because of building capacity.</li> <li>• Perceived preference to current Variance Enrollment students over displaced current resident students.</li> <li>• Some families will be disadvantaged because of the loss of transportation.</li> </ul>	<ul style="list-style-type: none"> <li>• New boundaries are identified.</li> <li>• Families are contacted with new resident school information.</li> <li>• Information on how to apply for a Variance Enrollment is included.</li> <li>• Apply policy and process on new applications.</li> </ul>
<p><b>Option 3: Do not Suspend Policy 509.5, provide transition period for two years. Superintendent Action</b></p> <p>Families displaced from their current resident building may apply for a Variance Enrollment. Current 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> graders will receive preference in the Lottery Process. Variance Enrollments for grades K-2 will be limited until the building returns to capacity.</p>	<ul style="list-style-type: none"> <li>• A two-year transition process will allow some students to complete their time at their current resident building.</li> <li>• Good will generated with families may help process.</li> <li>• Building capacity may be over until variance reduction process is complete.</li> <li>• May not create balanced programs until process is complete.</li> <li>• Staffing may be inefficient until process completed.</li> <li>• Some families will be disadvantaged because of the loss of transportation.</li> </ul>	<ul style="list-style-type: none"> <li>• Variance Enrollment Process modified to provide two-year lottery preference to certain grades.</li> <li>• New boundaries are identified</li> <li>• Families are contacted with new resident school information.</li> <li>• Information on how to apply for a Variance Enrollment is included.</li> <li>• Apply policy and revised process on new applications.</li> </ul>

### Intra-District Transfer (Variance Enrollment)

Students may attend a school in an attendance area other than that of the residence if the reason conforms to our district policy.

Variances may be considered and approved only when:

- It is advantageous to the District in balancing class size
- 3, 4, 6, and 7 graders reassigned to a new resident school will have preference to return under a Variance Enrollment to their 2019-2020 resident school (Proposed Transition Language)
- In the building affected Student has sibling(s) already attending the school and/or parent is a District staff member
- Reassignment is necessary in the treatment of the student

Variance enrollment forms are accepted at the Enrollment Center. The applications are then forwarded for district review and consideration per district procedures and policies. Families are notified soon after as to whether the application is approved. Parents are responsible for transportation.

### Approval Process: Intra-District Transfer (Variance Enrollment)

- If there are more applicants than space available, a lottery will occur on the 5th of the month to determine entrance. Applicants with siblings in the requested building will get preference.
  - If space is available in the building, the selected family's first choice will be granted.
  - If space is not available, the selected family informed of other school(s) that have available space.
- If the applicant declines the offer for entrance they may;
  - Be placed back in the pool for a later lottery if space becomes available;
  - Or, withdraw their variance application and apply at a later date.

## Variance & Open Enrollment Scenarios

Scenario	Option 1 Board Action Response	Option 2 Superintendent Action Response	Option 3 Superintendent Action Response
<p><b>1. My family currently lives in the Harriet Bishop boundary area and my 4th grader attends Harriet Bishop as a resident. With new district boundaries, my student will attend Hidden Valley next year. What are my options to remain at Harriet Bishop?</b></p>	<p>The Board has suspended Policy 509.5 for 2020-2021. Applications for Variance Enrollments will not be accepted. Your child will need to attend their new resident school for 2020-2021.</p>	<p>You may apply for a Variance Enrollment under the current Variance Enrollment Process. If space is available and you meet the criteria, then you will be accepted. A lottery is held on the 5th of the month if there are more applicants than space available for the requested grade level.</p> <p><b><i>Magnet Transportation will no longer be available.</i></b></p>	<p>You may apply for a Variance Enrollment under the revised Variance Enrollment Process. If space is available and you meet the criteria, then you will be accepted. Preference for current resident 3<sup>rd</sup> and 4<sup>th</sup> graders will be applied. A lottery is held on the 5th of the month if there are more applicants than space available for the requested grade level.</p> <p><b><i>Magnet Transportation will no longer be available.</i></b></p>
<p><b>2. My 2nd grade student is currently on a variance to Edward Neill. Based on new boundaries, we now live in the Edward Neill area. What do I need to do?</b></p>	<p>Your student will remain enrolled at Edward Neill. You do not need to notify the school.</p>	<p>Your student will remain enrolled at Edward Neill. You do not need to notify the school.</p>	<p>Your student will remain enrolled at Edward Neill. You do not need to notify the school.</p>
<p><b>3. My 4th grader currently attends Hidden Valley. Her older sibling is currently attending Nicollet MS as a 7th grader on a variance and wants to finish 8th grade there. I want my 4th grader to attend Sky Oaks next year so that siblings are closer for convenience. What do I need to do to make this happen?</b></p>	<p>The Board has suspended Policy 509.5 for 2020-2021. Applications for Variance Enrollments will not be accepted. Your children will need to attend their new resident school for 2020-2021.</p>	<p>You may apply for a Variance Enrollment under the current Variance Enrollment Process for your 4<sup>th</sup> grader. If space is available and you meet the criteria, then you will be accepted. A lottery is held on the 5th of the month if there are more applicants than space available for the requested grade level.</p> <p>Your 7<sup>th</sup> grader will not need to do anything since students currently approved under a Variance Enrollment do not need to apply again for their current site.</p>	<p>You may apply for a Variance Enrollment under the revised Variance Enrollment Process for your 4<sup>th</sup> grader. If space is available and you meet the criteria, then you will be accepted. Preference for current resident 3<sup>rd</sup> and 4<sup>th</sup> graders will be applied. A lottery is held on the 5th of the month if there are more applicants than space available for the requested grade level.</p> <p>Your 7<sup>th</sup> grader will not need to do anything since students currently approved under a Variance Enrollment do not need to apply again for their current site.</p>

<p><b>4. My 4th grader is attending MW Savage on a variance. He wants to remain with his friends and not be reassigned to a different school based on the boundary decision.</b></p>	<p>With the closing of MW Savage, boundaries will change which may allow the 4th grader to continue with his friends as a resident at the new school. Or,</p> <p>The Board has suspended Policy 509.5 for 2020-2021. Applications for Variance Enrollments will not be accepted. Your children will need to attend their new resident school for 2020-2021.</p>	<p>With the closing of MW Savage, boundaries will change which may allow the 4<sup>th</sup> grader to continue with his friends as a resident at the new school. Or,</p> <p>You may apply for a Variance Enrollment under the current Variance Enrollment Process for your 4<sup>th</sup> grader. If space is available and you meet the criteria, then you will be accepted. A lottery is held on the 5<sup>th</sup> of the month if there are more applicants than space available for the requested grade level.</p>	<p>With the closing of MW Savage, boundaries will change which may allow the 4<sup>th</sup> grader to continue with his friends as a resident at the new school. Or,</p> <p>You may apply for a Variance Enrollment under the revised Variance Enrollment Process for your 4<sup>th</sup> grader. If space is available and you meet the criteria, then you will be accepted. Preference for current resident 3<sup>rd</sup> and 4<sup>th</sup> graders will be applied. A lottery is held on the 5<sup>th</sup> of the month if there are more applicants than space available for the requested grade level.</p>
<p><b>5. My 6<sup>th</sup> grade student is currently attending Metcalf. He would prefer to attend Eagle Ridge next year.</b></p>	<p>With the closing of Metcalf, boundaries will change which may allow the 6th grader to attend Eagle Ridge as a resident. Or,</p> <p>The Board has suspended Policy 509.5 for 2020-2021. Applications for Variance Enrollments will not be accepted. Your children will need to attend their new resident school for 2020-2021.</p>	<p>With the closing of Metcalf, boundaries will change which may allow the 6<sup>th</sup> grader to attend Eagle Ridge as a resident. Or,</p> <p>You may apply for a Variance Enrollment under the current Variance Enrollment Process for your 6<sup>th</sup> grader. If space is available and you meet the criteria, then you will be accepted. A lottery is held on the 5<sup>th</sup> of the month if there are more applicants than space available for the requested grade level.</p>	<p>With the closing of Metcalf, boundaries will change which may allow the 6<sup>th</sup> grader to attend Eagle Ridge as a resident. Or,</p> <p>You may apply for a Variance Enrollment under the revised Variance Enrollment Process for your 6<sup>th</sup> grader. If space is available and you meet the criteria, then you will be accepted. Preference for current resident 6<sup>th</sup> and 7<sup>th</sup> graders will be applied. A lottery is held on the 5<sup>th</sup> of the month if there are more applicants than space available for the requested grade level.</p>
<p><b>6. I have a 2nd grader attending William Byrne on a variance. I want my child to remain at William Byrne next year and not attend our resident school.</b></p>	<p>With the closing of Sioux Trail, boundaries will change which may allow the 2nd grader to attend William Byrne Elementary as a resident. Or,</p> <p>The Board has suspended Policy 509.5 for 2020-2021. Applications for Variance Enrollments will not be accepted. Your children will need to attend their new resident school for 2020-2021.</p>	<p>With the closing of Sioux Trail Elementary, boundaries will change which may allow the 2<sup>nd</sup> grader to attend William Byrne Elementary as a resident. Or,</p> <p>Per Policy 509.5 you will not need to reapply for a variance since you are already attending William Byrne under an approved variance.</p>	<p>With the closing of Sioux Trail Elementary, boundaries will change which may allow the 2nd grader to attend William Byrne Elementary as a resident. Or,</p> <p>Per Policy 509.5 you will not need to reapply for a variance since you are already attending William Byrne under an approved variance.</p>
<p><b>7. My 3rd grader is currently Open Enrolled at Sioux Trail. My child care provider only transports to a few specific schools in ONE91. Can I decide what school my child will attend next year?</b></p>	<p>Minnesota Statutes, section 124D.03, subd. 3, explains that when families open enroll they may do so with the understanding of an assignment and acceptance at a particular school or program. The subdivision reads in part, ". . . A particular school or program may be requested by the parent. Once enrolled in a nonresident district, the pupil may remain enrolled and is not required to submit annual or periodic applications. . ." Districts accept open enrollment applications with a long-term view in mind that the student will be there until graduation from high school. Before accepting the application, the district is planning on the student staying at the school site that was requested. If the district is not confident that space will be available to allow this, then before offering an open enrollment spot the district would go to the <i>parent</i> preference for second choice. The assumption is also that these students will matriculate with peers into middle and high schools as if they resided in the attendance zone of the school that served them for the lower grade levels.</p> <p>Students that are Open Enrolled in schools that are closing will need to identify a new school of preference.</p>		

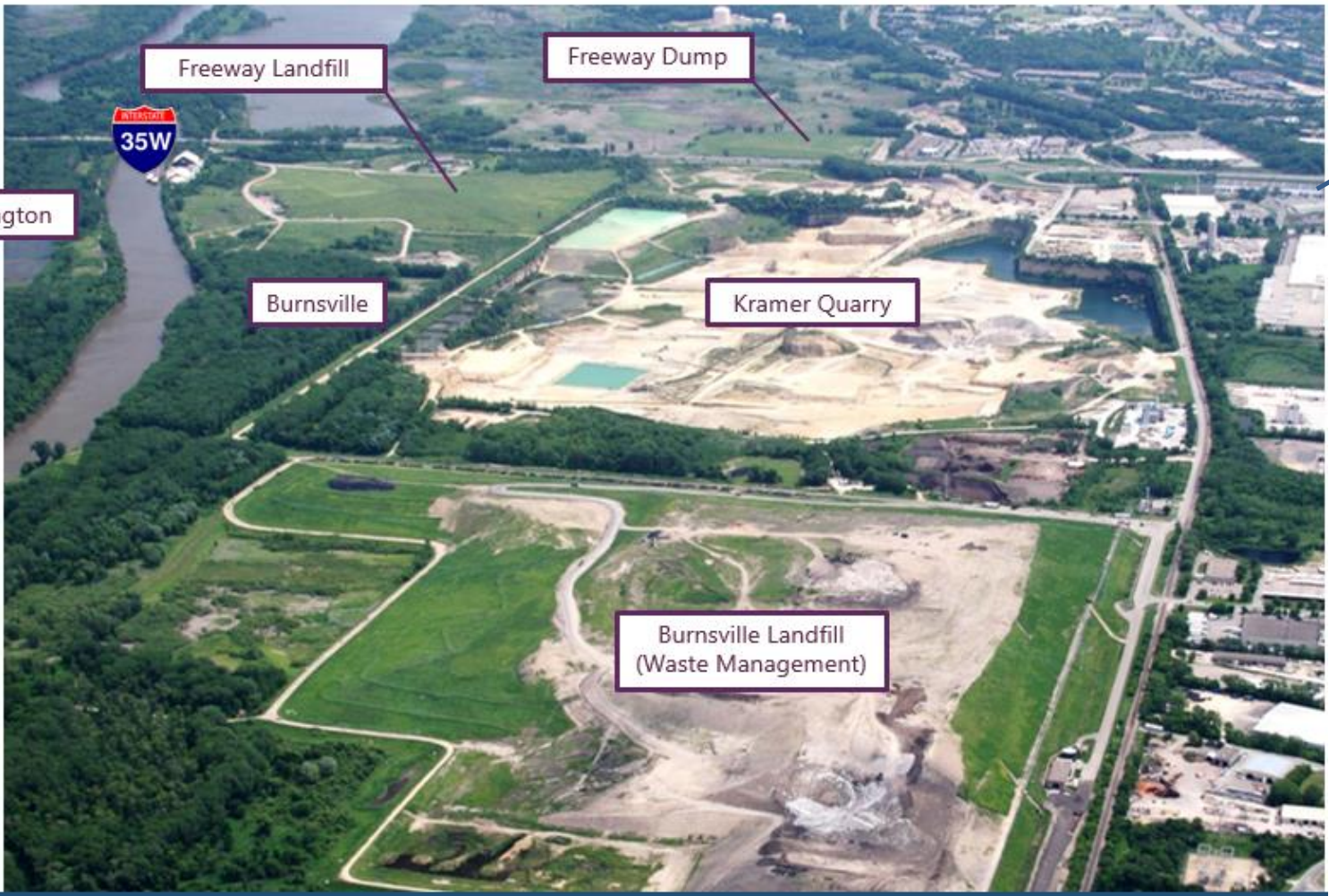
# Freeway Landfill Update

January 9<sup>th</sup>, 2020

**Jenni Faulkner, Community Development Director**

**Ryan Peterson, Public Works Director**

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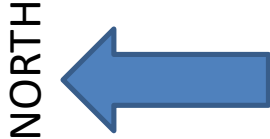
I-35W

Bloomington

Burnsville

Kramer Quarry

Burnsville Landfill  
(Waste Management)



# Area Overview

# MN RIVER QUADRANT (MRQ) 2040 COMPREHENSIVE PLAN

## FOCUS AREA:

Mn River and 35W “Northern Gateway”  
Hwy 13 and County Line

## OPPORTUNITY:

Single largest opportunity for development and redevelopment within the City of Burnsville

## VISION:

Higher density development with broad mix of uses: business retail, office, industrial, waterfront residential, and recreational parks and trails that interface with the riverfront and future quarry lake



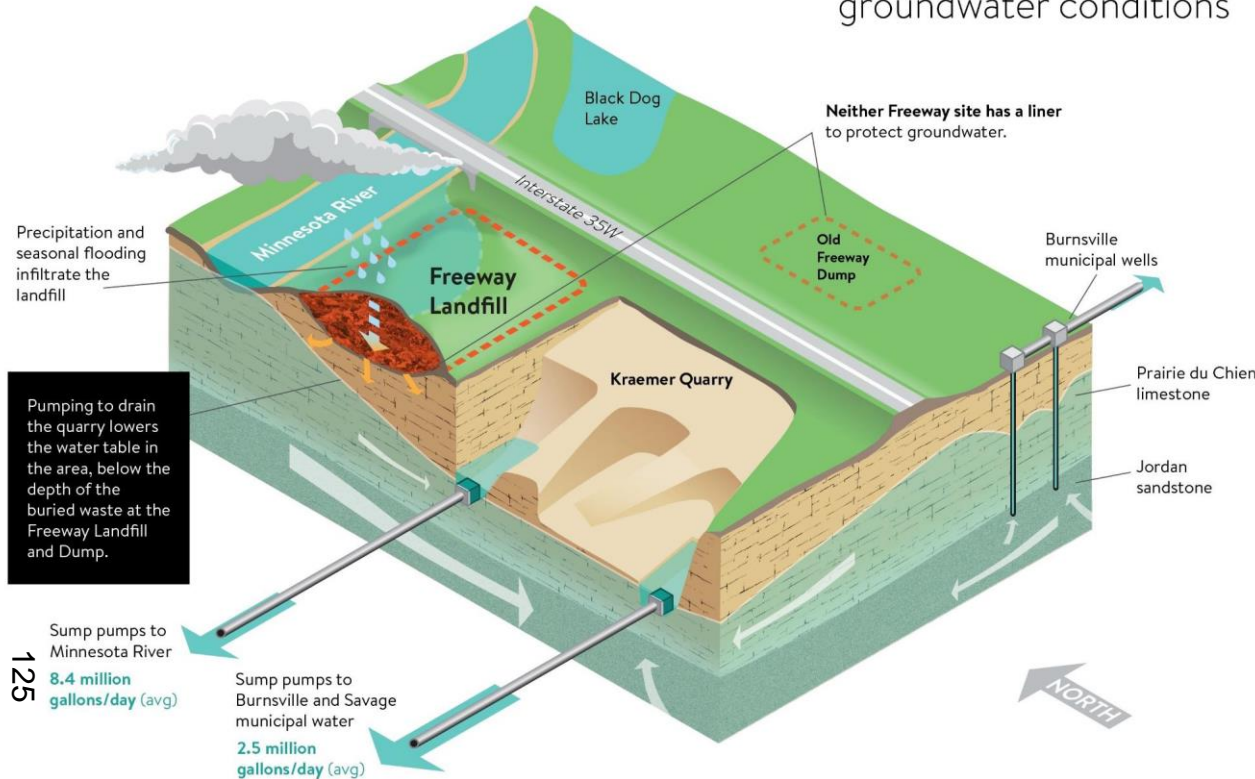
# Freeway Landfill & Dump



- Freeway Dump
  - Operated 1961-71
  - 28 acres
  - ~1 million cubic yards
- Freeway Landfill
  - Operated 1969-90
  - 150 acres
  - ~5 million cubic yards
- Both are **unlined**
- Located above drinking water source for Burnsville and Savage
- Built on former wetland south of and adjacent to Minnesota River

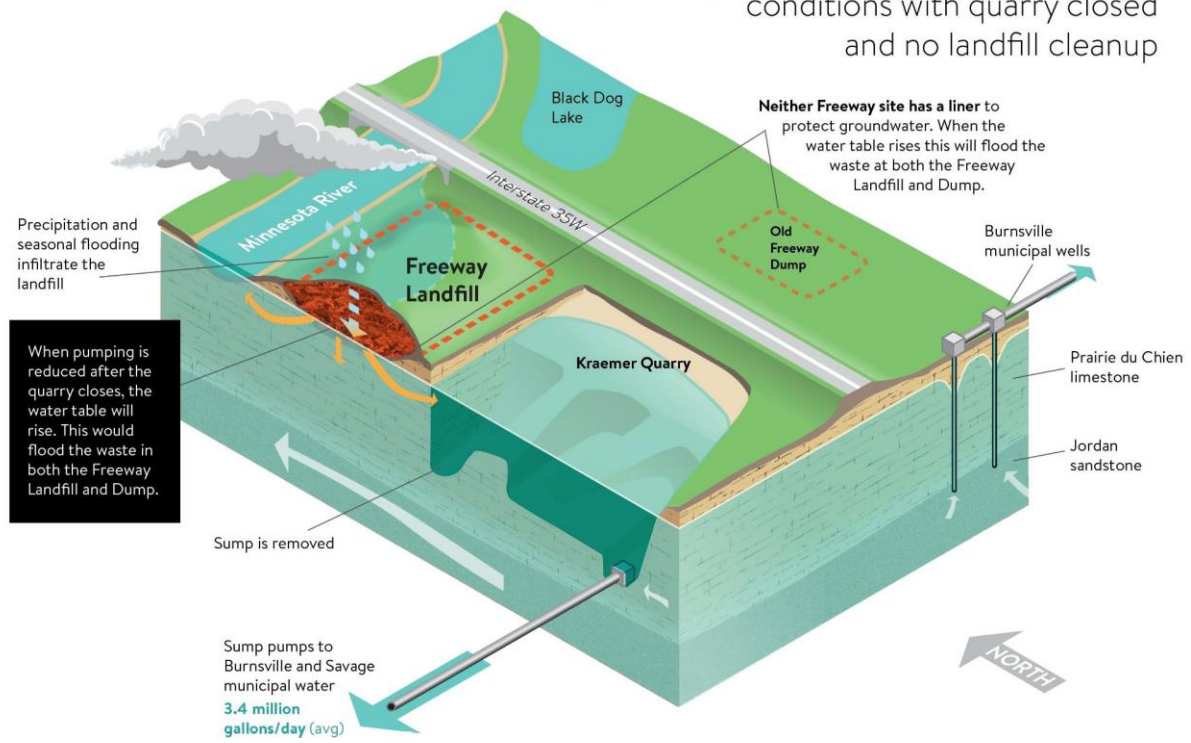
# Freeway Landfill and Dump

Current surface water and groundwater conditions



# Freeway Landfill and Dump

Future surface water and groundwater conditions with quarry closed and no landfill cleanup



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# Conceptual Design Options

- Build a Modern Landfill on Property  
“Dig and Line” (3 designs)



Smallest Waste Footprint  
tallest



Balance  
of height  
and footprint



Lowest Landfill Height  
largest landfill footprint  
smallest development area

- Move the Waste to Another Landfill  
“Dig and Haul”



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# MPCA ALTERNATIVE

Freeway landfill closure and redevelopment has **significant** limitations for end use on and adjacent to the Freeway Properties

27 Acres Freeway Dump  
37.5 yr freeze on development

98 Acres Landfill and Compliance Boundary



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# PREFERRED ALTERNATIVE

Potential to change the current trajectory to an end use consistent with the City's 2040 Vision



# FREEWAY LANDFILL PREFERRED ALTERNATIVE



## KMM/BSLI Preferred Alternative

- Kraemer gains control of Freeway Properties
- Kraemer performs clean-up work for MPCA
- Waste transferred to BSLI on private roads
- Mining of bedrock to remove potentially contaminated rock and prepare for development
- BSLI accepts the waste
- Consolidates 3 landfills into 1 and away from gateway into the City
- 2 year timeframe for closure

# PREFERRED ALTERNATIVE VS 2040 VISION

## Alignment with 2040 Vision



1. Freeway Property develops with waterfront residential and mixed uses
2. Compatible with high end development on Kraemer property
3. Open space, parks, and trails connecting public to riverfront and quarry lake.
4. One landfill footprint removed from Northern Gateway District

Concept Option	Landfill Footprint on property	Potentially Available Acres on property (Acres) <small>Not Wetland and No Waste</small>	Maximum Cover Elevation (feet)	Current Cost Estimate (in millions)	Additional Cost for Enhanced Liner (in millions)
No Action Not Protective	166 Acres	-	750'	\$1	-
Smallest Footprint (Tallest)	60 Acres	40 Landfill 12 Dump	850'	\$68-110	\$3-8
Lowest Height (Smallest Development Area)	90 Acres	10 Landfill 12 Dump	778'	\$86-139	\$4-12
Balanced (Hybrid)	75 Acres	25 Landfill 12 Dump	785'	\$77-126	\$3-10
Dig and Haul (Low Range)	0 Acres	100 Landfill 12 Dump	N/A	\$145-235	N/A
Dig and Haul (High Range)				\$489-795	N/A

- Cost estimate represents American Association of Cost Estimators Class 4 classification (-20% to +30%) for a project less than 30% complete.
- Estimates for dig and line options assume a traditional municipal solid waste facility liner.
- Potentially available area is based on 700' fill elevation likely 42 acres of wetland (16 acres dump, 26 acres Landfill). Existing transfer station is 12 acres.
- Total waste area is 174 acres, 8 acres are outside the property boundaries- two acres at Landfill and six acres at Dump

	MPCA Option 1	MPCA Option 2	MPCA Option 3	Preferred Option (all of McGowan parcels)
Use Acreage	40 office warehouse	10 office warehouse	20 office warehouse	122 Mixed use
Development Valuation	\$33,550,000	\$8,360,000	\$16,775,000	\$732,875,000
Households added	0	0	0	3,960 units
Population added (2.48 p/hsld 2040)	0	0	0	9828 persons
Total Property Tax	\$1,154,426	\$286,264	\$576,283	\$12,161,235
City Tax	\$186,768	\$46,382	\$93,280	\$4,000,676
County Tax	\$108,758	\$27,009	\$54,318	\$2,329,652
School District Tax	\$112,254	\$27,877	\$56,064	\$2,404,535
State Tax	\$293,247	\$72,355	\$146,180	\$521,555

# Next Steps

- **City supports the Preferred Dig and Haul Option.**
- **If School Board has a preferred option, staff will share with City Council and decision makers.**
- **Spring 2020-MPCA looking to get design options for dig and line from 3 to 1**
- **Get to 60% design of the 1 option**
- **Entitlement of the land**
- **Out to bid fall 2020- dig/line or dig/haul**
- **To the legislature for funding 2021**

# Questions

**RESOLUTION NO. 19-6618**

**CITY OF BURNSVILLE, MINNESOTA**

**RESOLUTION SUPPORTING CLOSURE OF FREEWAY LANDFILL**

**WHEREAS**, the City supports efforts for the closure of the Freeway Landfill, a federal Superfund site and Freeway Dump; and

**WHEREAS**, the Minnesota Pollution Control Agency is the responsible agency for regulating proper landfill clean-up through the Closed Landfill Program; and

**WHEREAS**, the State would take over the management of the landfills to protect human health and the environment under the Closed Landfill Program; and

**WHEREAS**, the Closed Landfill Program is a cost-effective alternative to the litigious process that accompanies the federal Superfund program; and

**WHEREAS**, the MPCA has begun the design and cost estimating process of clean-up options in preparation of bidding process; and

**WHEREAS**, the design options to date call for on-site remediation; and

**WHEREAS**, cost of the landfill cleanup based on preliminary designs are estimated in the \$93-116 million range; and

**WHEREAS**, the Minnesota State Legislature will be considering its budget during the 2019 Legislative Session; and

**WHEREAS**, an alternative design to on-site remediation, that would remediate the trash off-site, has emerged that would consolidate three landfills in Burnsville into one and provide significant development potential; and

**WHEREAS**, the taxpayers at the State, County and City will benefit from increased tax base that comes with development at the site; and

**WHEREAS**, providing some non-bond funded sources will allow for development earlier than 37 ½ years; and

**WHEREAS**, consideration of creative closure options, such as design-build or bid alternates, that meet the goals of protecting the environment can be more cost-effective and produce increased tax base and jobs for the landfill property.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Burnsville supports a funding request to the State Legislature that allows for trash to be remediated off-site and maximizes development in order to clean-up the Freeway Landfill property under the MPCA's Closed Landfill Program. The City of Burnsville also supports such funding to include resources other than bond funds, in order to expedite the development at the property to the benefit of taxpayers.

Resolution No. 19-6618

Page 2

Passed and duly adopted by the City Council of the City of Burnsville, Minnesota this 22<sup>nd</sup> day of January, 2019.



Elizabeth B. Kautz, Mayor

ATTEST:



Macheal Collins, City Clerk

**RESOLUTION NO. 19-6691**

**CITY OF BURNSVILLE, MINNESOTA**

**RESOLUTION SUPPORTING CLOSURE OF FREEWAY LANDFILL**

**WHEREAS**, the City supports efforts for the closure of the Freeway Landfill, a federal Superfund site and Freeway Dump; and

**WHEREAS**, the Minnesota Pollution Control Agency is the responsible agency for regulating proper landfill clean-up through the Closed Landfill Program; and

**WHEREAS**, the State would take over the management of the landfills to protect human health and the environment under the Closed Landfill Program; and

**WHEREAS**, the Closed Landfill Program is a cost-effective alternative to the litigious process that accompanies the federal Superfund program; and

**WHEREAS**, the MPCA has begun the design and cost estimating process of clean-up options in preparation of bidding process; and

**WHEREAS**, the design options to date call for on-site remediation; and

**WHEREAS**, cost of the landfill cleanup based on preliminary designs are estimated in the \$93-116 million range; and

**WHEREAS**, the Minnesota State Legislature will be considering its budget during the 2019 Legislative Session; and

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**NOW, THEREFORE, BE IT RESOLVED** that the City of Burnsville supports a funding request to the State Legislature that allows for trash to be remediated off-site and maximizes development in order to clean-up the Freeway Landfill property under the MPCA's Closed Landfill Program.

The City of Burnsville also supports such funding to include resources other than G.O. bond funds, in order to expedite the development at the property to the benefit of taxpayers. The City of

Burnsville supports waiving local host/tipping fees that would otherwise be collected to remediate off-site to Burnsville Sanitary landfill. And, the City requests that the County and State also waive their fees and taxes to support off-site remediation and maximum development.

Passed and duly adopted by the City Council of the City of Burnsville, Minnesota this 17<sup>th</sup> day of December, 2019.



Elizabeth B. Kautz, Mayor

ATTEST:



Macheal Collins, City Clerk