



**Future Ready. Community Strong.**

## **Regular Meeting Agenda**

Diamondhead Education Center  
200 W. Burnsville Pkway  
Burnsville, MN 55337  
May 27, 2021  
6:30 PM

### Strategic Directions.

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

5:45 PM Board Listening Session with Directors Lesley Chester and Scott Hume

### I. Call to Order

- A. Welcome
- B. Pledge of Allegiance

### II. Approval of Agenda

### III. Information

- A. Recognition of Activities and Athletics (Close gaps and raise achievement for all students) 4  
**Speaker(s):** Guillaume Paek, Director of Athletics
- B. Recognition of John Coskran Award Recipients (Increase the capacity for partnership with community) 22  
**Speaker(s):** Aaron Tinklenberg, Director of Communications
- C. Recognize Student Representative (Close gaps and raise achievement for all students) 23  
**Speaker(s):** Eric Miller, Board Chair
- D. Report about Open Facilities (Maximize resources for optimal student learning) 24  
**Speaker(s):** Lisa Rider, Executive Director of Business Services
- E. Report about Q-Comp (ProPay) (Close gaps and raise achievement for all students) 39  
**Speaker(s):** Katie Ness, Continuous Improvement Coach & Q-Comp Coordinator

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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.

F. Report about Virtual Academy (Close gaps and raise achievement for all students)	54
<b>Speaker(s):</b> Rachel Gorton, Don Leake, Imina Oftedahl, Stephanie White, and Stacey Sovine	
G. Receive an Update about District 191's Efforts to Implement COVID-19 Related Educational and Public Health Guidance Issued by the MDE and the MDH, Respectively (Maximize resources for optimal student learning)	64
<b>Speaker(s):</b> Dr. Theresa Battle, Superintendent	
H. Committee, Board Appointment and School Assignment Reports	67
IV. Business Meeting	68
A. Consent Agenda (Maximize Resources for Optimal Student Learning)	
<b>Description:</b> 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 Minutes	75
2. Approve Personnel Recommendations	77
3. Adopt a Resolution to Accept Donations	78
4. Approve Payroll, Receipts, Expenses and Investments	80
5. Accept the Budget Analysis	123
6. Receive a Report about the Listening Session	128
7. Approve the Application for Cooperative Sponsorship of Cross-Country (boys)	129
8. Approve Scheduling a Retreat on June 3, 2021	132
B. New Business	
1. Approve Reinstatement of Elementary Activities (Close gaps and raise achievement for all students)	133
<b>Speaker(s):</b> Brian Gersich, Assistant Superintendent	
2. Approve the Strategic Plan Vision Statement and Core Values (Close gaps and raise achievement for all students)	134
<b>Speaker(s):</b> Dr. Theresa Battle, Superintendent, and Aaron Tinklenberg, Director of Communications	
3. Release of Classified Staff (Maximize resources for optimal student learning)	137
<b>Speaker(s):</b> Stacey Sovine, Executive Director of Human Resources	
4. Approve Replacement Purchase of Classroom Panels (Maximize resources for optimal student learning)	138
<b>Speaker(s):</b> Rachel Gorton, Director of Technology	
5. Approve, on a First Reading Basis, Changes to Policies 513: <i>Student Promotion, Retention and Program Design</i> , 601: <i>School District Curriculum and Instruction Goals</i> , and 603: <i>Curriculum Development</i> (Create a culturally proficient school system)	139

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<b>Speaker(s):</b> Imina Oftedahl, Director of Curriculum, Instruction and Assessment	3
6. Approve, on a First Reading Basis, Changes to Policies 422: <i>Policies Incorporated by Reference</i> , 501: <i>School Weapons Policy</i> , 502: <i>Search of Student Lockers, Desks, Personal Possessions, and Student's Person</i> , and 526: <i>Hazing Prohibition</i> (Create a culturally proficient school system)	150
<b>Speaker(s):</b> Brian Gersich, Assistant Superintendent	
V. Adjourn to a Closed Session as permitted by Minnesota Statute §13D.03 to discuss ISD 191's labor negotiation strategy	167
<b>Speaker(s):</b> Stacey Sovine, Executive Director of Human Resources	
VI. Adjourn to a Closed Session as permitted by Minn. Stat. 13D.05 S7ubd. 3 (a) for the Superintendent's Evaluation	168
<b>Speaker(s):</b> Lesley Chester, Vice Chair	



**Agenda III.A.  
May 27, 2021**

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

**From:** Guillaume Paek, director of athletics

**Date:** May 20, 2021

**Re:** Recognition of Activities and Athletics



# Activities Student Recognitions

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Guillaume Paek  
May 27, 2020

# Olympic & Power Lifting - Justin Lerfald



# Girls Swimming - Kim Harrod



# Girls Cross Country - Charlie Burnham

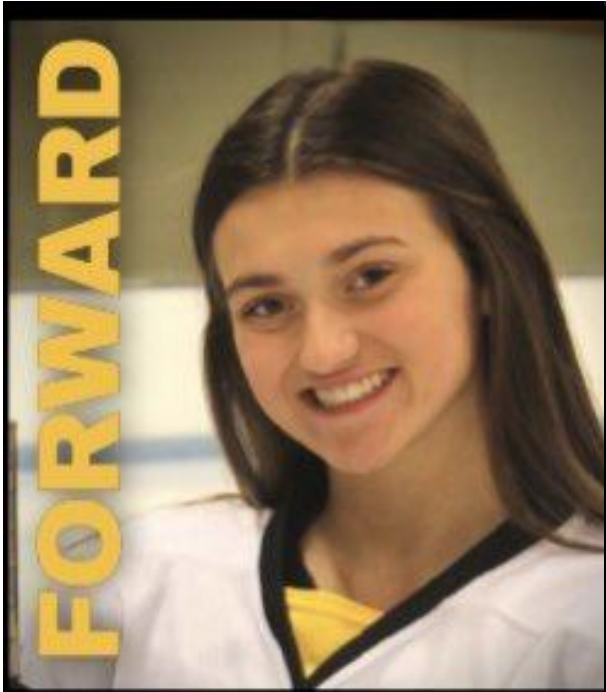
8



# Wrestling - Bill Soderholm



# Girls Hockey - Chris Lepper



**#10** Addie Bowlby  
Freshman



**#13** Sami Bowlby  
Junior



# Boys Alpine Skiing - Tim Bocklund

11



# Girls Nordic Skiing - Gabrielle Ayers



# DECA - Jena Splettstoesser & Michele Carroll

13



# Debate & Speech - Derek Tano & Katherine Rider



# HOSA - Anne Werner-Dempsey & Suzie Stachowski

15



# Quiz Bowl - Les Moffitt



# Band - Keith French & Molly Holmes

17



# Choir - Jaclyn Schmeichel

18



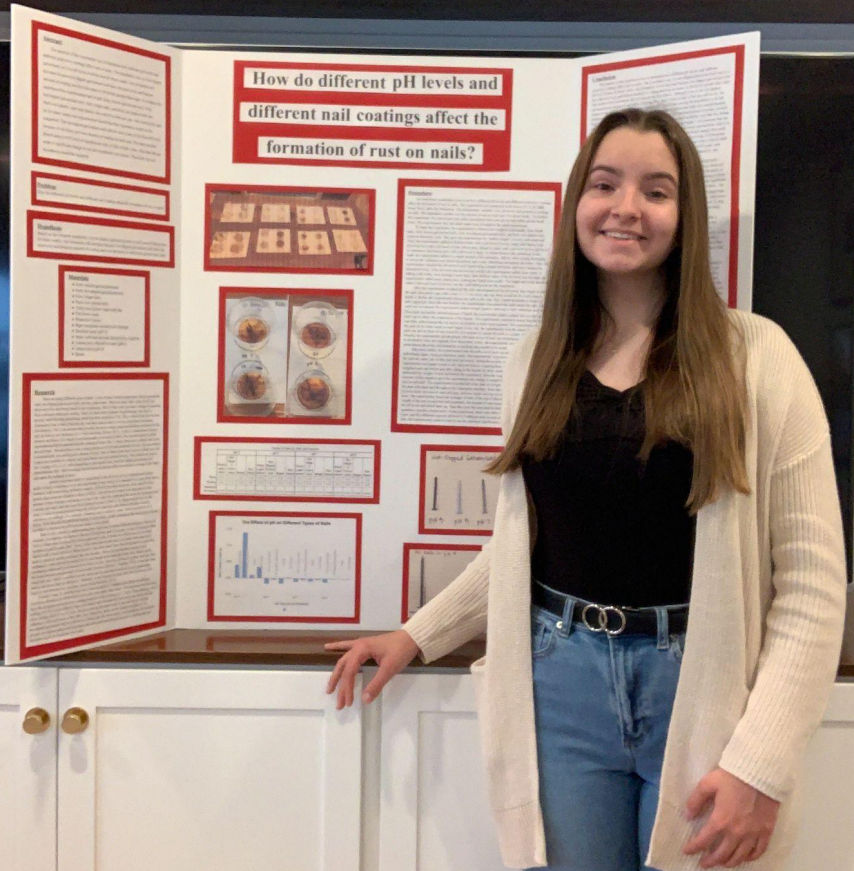
# Robotics - Sean Lenhardt & David Peters

19



# State Science Fair - Mike Huemoeller

20



# Thank You



**Agenda III.B.  
May 27, 2021**

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

**From:** Aaron Tinklenberg, director of communications

**Date:** May 20, 2021

**Re:** Recognize John Coskran Award Recipients



**Agenda III.C.  
May 27, 2021**

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

**From:** Eric Miller, board chair

**Date:** May 20, 2021

**Re:** Recognize Student Representative



**Agenda III.D.  
May 27, 2021**

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

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

**Date:** May 20, 2021

**Re:** Report about Open Facilities

Receive a report about Open Facilities from Lisa Rider, Executive Director of Business Services, and Stacie Kvilvang, Ehlers.



## Open Facilities Update Board Presentation

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Lisa Rider, Executive Director of Business Services

May 27, 2021

- Open Facilities Guiding Change and Action Plan
- Proposed Legislation and Next Steps
- River Ridge Education Center - Anticipated Sale and Next Steps
- Redevelopment of Diamondhead Education Center and Metcalf Middle School sites
- Cedar, Sioux Trail, Marion W. Savage

# Guiding Change and Action Plan

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[FY21 April 2020 Open Facilities Guiding Change](#)

[Action Plan Board Approved October 22, 2020](#)

Proposed Legislation HF2117 and SF2011 did not move forward this legislative session. We will propose similar yet new legislation for the next legislative session in October, 2021

# Purpose and Commitment

## Purpose

- Maximize use of Open Facilities
  - What are our district needs?
  - What are our opportunities for community partnerships?
- Leverage our resources as efficiently and effectively as possible

## ISD 191 is Committed to:

- Students, student learning, and offering the best possible learning environments and opportunities;
- Engaging our community in this process and hearing from many voices;
- An open and transparent communication and decision making process;
- A cost effective use of our facilities and resources;
- Avoiding the creation of inequities or racially and socioeconomically identifiable schools.

## Purchase Agreement

- Transwestern secured offer of purchase which School Board authorized April 8, 2021
- Board Chair and Board Clerk signed purchase agreement April 22, 2021
- Closing on Sale of River Ridge Education Center on or before August 18, 2021

# BEST Program Move

## Packing and Move

- Boxes have been delivered to River Ridge Education Center
  - Staff are asked to pack all items by end of day June 11
  - Boxes, furniture, appliances, technology will be removed as agreed by closing
- Operations may hire moving company to assist with this project

## Plans for Inclusion of BEST at Diamondhead Education Center:

- Team meetings have been held to gather needs, ideas, and concerns;
- Proposed use of space has been reviewed and discussed by Executive Leadership Team;
- Upon approval, contractors and vendors necessary to complete preparation will begin;
  - Estimates for retrofitting, dependent upon and bids may range from \$400,000 to \$600,000



# Items for continued discussion

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## **Storage needs continue to grow at Diamondhead**

- Storage needs continue, consider cabinets that may be moved from closed schools
- Long-Term flow of traffic around Diamondhead and needed bus lanes and parent drop off lanes are not finalized at this time and may create a shift to parking lot needs
- Equipment and Material management of closed buildings is still in process

## **Long Term Facility Plan is necessary with Open Facilities**

- Guiding Change and process is under development

# Diamondhead Education Center

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## Next Steps

- Consideration of 2-4 acres of parking lot sold for redevelopment
  - Implications
  - Current parking spaces
  - Decrease of potentially 40 to 80 parking spaces likely
  - separate bus lanes and parent drop off for existing programs
- Per Open Facilities Action Plan:
  - d) Up to 4 acres of land at DEC may be sold after special legislation has been adopted as discussed in paragraph 1 above.
- No further action taken because special legislation has not yet passed.

## Current Use

- Open Door rents space for serving community every Tuesday through September, 2021
- Dakota County Public Health Partnership
- Per Open Facilities Action Plan:
  - c) Subject to Minnesota Statutes, Section 123B.51, subdivisions 3 and 4 and federal tax regulations, District administration may lease some or all space at Metcalfe Middle School (MMS) to noncompetitive partner organizations with an understanding that such leases will terminate at such time as the School Board of Independent School District 191 agrees to sell the land and building of MMS.

Current Lease ends June 30, 2022

- Will the current lessee continue to occupy?
- Will the current lessee include additional space at the Cedar School Location?
  - Impact to Burnsville Alternative High School
- FY22 Lease of Cedar
  - \$217,371 toward debt and \$112,471 reimburse General fund

# Sioux Trail and Marion W. Savage

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During FY 2021

- Both locations were used for Childcare until Pk-5 moved to In-Person learning model
- Sioux Trail used for testing location as necessary
- Per Open Facilities Action Plan:
  - a) Marion W. Savage Elementary (MWS) and Sioux Trail Elementary (ST) will continue to be used as ISD 191 childcare facilities as long as COVID impacts our ability to group and transport ISD 191 students. Once COVID is no longer a consideration, we will actively work to find noncompetitive partners for a lease arrangement of these facilities.

# Next Steps

- Complete preparation for inclusion of BEST at Diamondhead Education Center
- Continue discussion with 917 for future Cedar facility use
  - Consider Impact, if any, to Burnsville Alternative High School
- Contact Legislators in October about legislative exemption
- Begin discussion with Developers in January for Metcalf Middle School and Diamondhead outlots

Thank You



**Future Ready. Community Strong.**

**Agenda III.E.  
May 27, 2021**

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

**From:** Katie Ness, Continuous Improvement Coach & Q-Comp Coordinator

**Date:** May 20, 2021

**Re:** Report about Q-Comp (ProPay)

Receive a report about Q-Comp (ProPay) from Katie Ness, Continuous Improvement Coach & Q-Comp Coordinator.

## Q Comp Annual Report

This template, which may be changed as needed, is designed to help formulate the Quality Compensation (Q Comp) Annual Report. Per [Minnesota Statutes, section 122A.414, subdivision 3\(a\)](#) the report must be submitted to the school board by June 15 of each year and include findings and recommendations for the program. We also recommend that the report include a summary of what was implemented for the year, to help provide context for the findings and recommendations.

Please address the following questions for each program component describing the implementation of the approved plan, the impact of implementation, findings from the program review and recommendations to improve program effectiveness. **All information reported should be based on the current school year.** We recommend that each question be addressed with a brief summary of 3-7 sentences.

### Core Component: Career Advancement Options

#### Implementation

Are the teacher leader positions that were implemented this year the same as those outlined in the approved plan (approval letter and subsequent plan change approval letters)? [Yes](#)

If no, please explain what changes have occurred and why?

#### Impact

How did the work of teacher leaders through coaching, observing, mentoring, facilitating learning teams and performing other responsibilities impact classroom instruction?

The majority of Building Leadership Team (BLT) members commented on how their leadership role has helped them incorporate a variety of culturally proficient instructional strategies. It was also reported that emotional resilience and overall support has increased due to collaboration. 50% of probationary staff respondents indicated the mentoring relationship with a BLT member had a moderate to high impact on their classroom instruction. Building efficacy around blended learning techniques, equity work, and Social Emotional Learning (SEL) were mentioned by Continuous Improvement Coaches (CICs) as impacting classroom instruction. 83% of Administrators indicated that teacher leaders (BLT, CICs) had a moderate to high impact on classroom instruction.

How did the work of teacher leaders impact student achievement?

BLT members reported that communication techniques, collaboration, support for English Learners, students with disabilities, Culturally Proficient School Systems (CPSS) work, SEL strategies, AVID methodology and PBIS practices led to stronger performance. 48% of probationary staff respondents indicated that the mentoring support they received helped support their instructional practices in turn impacting student achievement. 79% of staff reported a moderate to high impact on student achievement due to their collaboration with their

Continuous Improvement Coach. 92% of administrators indicated that teacher leaders (BLT,CICs) had a moderate to high impact on student achievement.

## Review Findings

How did the training teacher leaders impact their ability to fulfill the responsibilities of the position and meet the needs of the licensed staff members?

CICs reported that Cognitive Coaching training continues to be essential in knowing how to have meaningful conversations with staff. Additional training opportunities included blended learning practices, SEL, Danielson Framework for Teaching, AVID, CPSS, Making Meaning/Being A Reader literacy curriculum and coaching around resilience and equity. CICs also reported that the Metro Coaching Summit, book studies and professional readings provided additional resources that positively impacted their practice. BLT members stated that Culturally Proficient Practices, mentor training and Collaborative Team (CT) support met the needs of their colleagues.

What did the results of the evaluations of the teacher leaders in their leadership roles demonstrate about the impact they had on the effectiveness of the licensed staff members?

CICs indicated that the observation/evaluation process allowed them to reflect on and improve their practice. Impact on staff was evident through probationary teacher supports, collegial conversations, and use of engagement protocols that could be transferred to classroom instruction. BLT members indicated that the conversation with their administrator helped to focus their attention on the building goal and collaborative team goals, as well as on professional practices which directly influenced the CT work, leading to increased student achievement.

## Recommendations

How will the district use the review findings to improve the effectiveness of teacher leadership?

All MDE best practice recommendations are in place. We will continue to work toward implementation fidelity across all sites, especially with our equity work and mentoring supports.

## Core Component: Job-embedded Professional Development

### Implementation

Are learning teams configured and meeting as outlined in the approved plan (approval letter and subsequent plan change approval letters)? **Yes**

If no, please explain the changes that have occurred and why?

### Impact

How did teacher learning from learning teams and other job-embedded professional development activities impact classroom instruction?

88% of staff indicated that the work of their collaborative team had a moderate to high impact on classroom instruction. Examples include virtual engagement strategies, equitable practices, developing a deeper

understanding of CPSS, technology, AVID Schoolwide, SEL/Second Step, unpacking the standards/aligning standards to curriculum, learning and implementing new curriculum, and data protocols. Job embedded professional development is aligned to the School Improvement Plan which supports CTs and impacts classroom instruction.

How did teacher learning from learning teams and other job-embedded professional development impact student achievement?

87% of staff indicated that the work of their collaborative team had a moderate to high impact on student achievement. Impact on student achievement was measured using observational data, FASTBridge data for literacy, student work samples, anecdotal records, grades, progress monitoring data, formative assessments, unit assessments, and PBIS data. Job embedded professional development is aligned to the School Improvement Plan which supports CTs and impacts student achievement.

## Review Findings

How did the sites or learning teams identify needs and instructional strategies to increase student achievement?

School Improvement Plans were guided by site-level data and district focus areas. Collaborative Teams used school improvement plans and grade level data to determine collaborative team goals and action steps.

How did learning teams use data and implement the selected instructional strategies and follow-up on implementation?

All surveyed staff agree or strongly agree that learning teams use data and implement the selected instructional strategies. Examples of how data was used include reviewing student academic and behavioral data, creating common assessments (formative and summative), reviewing student work, planning interventions and enrichments, grouping students for What I Need (WIN) time, and planning and responding to COVID logistics.

## Recommendations

How will the district use the review findings to improve the effectiveness of job-embedded professional development?

Staff indicated a desire to continue meeting as grade level/specialty area teams to improve instructional practices and student outcomes. This year staff appreciated district level professional development that provided differentiated opportunities for growth related to technology and virtual engagement strategies: support for these focus areas would benefit staff moving forward. It is also recommended that our district provide job embedded professional development tailored to the needs of our probationary teachers. A majority of staff who participated in the collegial conversations format would like to continue that as an option for one of their meetings with their coach.

## Core Component: Teacher Evaluation

### Implementation

Are licensed staff members observed/evaluated as outlined in the approved plan (approval letter and subsequent plan change approval letters)? **No**

If no, please explain the changes that have occurred and why?

In accordance with the Governor's Executive Order 20-94 and in response to the COVID-19 pandemic, CICs made changes to coaching and observation practices to best support the needs of staff as they moved in and out of various learning models. The following changes were approved by the School Board:

- Forgo the other trained observer observations conducted by Building Leadership Members (BLT), which reduced the number of observations for tenured staff from three to two.
- Offer a different observation format, A Collegial Conversation, to also support the needs of staff, while supporting district leadership focus areas of equity and high quality instruction.
- Per state statute, probationary staff participation in three observations with an administrator remained unchanged.

## Impact

What impact did the observation/evaluation process, including coaching, have on classroom instruction?

84% of tenured staff surveyed and 81% of probationary staff stated the observation evaluation process had a moderate to high impact on classroom instruction naming pre and post conference discussions, collegial conversations, and opportunity for self reflection as most impactful. 95% of staff that participated in the collegial conversation format shared that this process had a moderate to high impact on classroom instruction. CICs reported seeing evidence of impact through shared resources and an increase in use of technology tools to enhance virtual engagement, along with reflecting upon Culturally Proficient Practices during post- observation discussions. 100% of responding administrators feel that their evaluation process has a moderate to high impact on classroom instruction.

What impact did the observation/evaluation process, including coaching, have on student achievement?

Approximately 80% (combined) of tenured staff surveyed and probationary staff indicated that the observation process had a moderate to high impact on student achievement. 80% of staff that participated in the collegial conversation format stated that this process had a moderate to high impact on student achievement. Staff appreciated the value of authentic conversation to reflect on current classroom practices and implement new strategies. CICs and teachers also noted an increase of student engagement and student voice through shared strategies.

## Review Findings

How did the feedback teachers received from each observation/evaluation assist in self-reflection and improved instructional practice?

Staff respondents said the opportunity to reflect (70%) and the post-conference discussion (86%) impacted their instruction/practice. Staff noted the following specifically impacted their instruction: the observation process assisted in self-reflection, PLP goal and action plan development, and feedback given.

How did the training observers/evaluators received throughout the year impact inter-rater reliability and their ability to provide constructive and meaningful feedback to all licensed staff members?

CICs reported that equity focused resources along with Cognitive Coaching training supported productive collegial conversations. Multiple technology PD sessions increased CIC capacity to positively impact their ability to provide constructive and meaningful feedback. CICs modified virtual look-fors in alignment with the Danielson Group Remote Teaching framework to guide virtual observations during distance learning.

## Recommendations

How will the district use the review findings to improve the effectiveness of teacher evaluation?

Due to our COVID-19 pandemic response we were unable to complete regular calibrations across sites. We recommend regular calibration of Danielson components with administrators to support the inter-rater reliability of the evaluation process. We recommend that BLT retreat days include calibration among admin/CIC/BLT to support inter-rater reliability.

## Core Component: Performance Pay and Alternative Salary Schedule

### Implementation

Are the performance pay amounts and standards the same as outlined in the approved plan (approval letter and subsequent plan change approval letters)? **No**

If no, please explain the changes that have occurred and why?

In accordance with the Governor's Executive Order 20-94, in response to the Covid-19 Pandemic, and upon School Board approval, the following revisions were made: tenured teacher observations from 3 observations (\$300 per observation) to 2 observations (\$450 per observation) with the total payout total of \$900 remaining the same. All probationary staff followed state statute and completed three observations by administrators (\$300 per observation).

Is salary schedule movement or base salary increase based on the same measure of performance as outlined in the approved plan (approval letter and subsequent plan change approval letters)? **Yes**

If no, please explain the changes that have occurred and why?

### Impact

What percentage of all licensed staff met the standard to earn performance pay for the measures of student achievement? **(Building Goal) % Results in late summer 2021**

What percentage of all licensed staff met the standard to earn performance pay for observation/evaluation results? %

What percentage of tenured licensed staff met the standard to earn performance pay for observation/evaluation results? %

What percentage of probationary licensed staff met the standard to earn performance pay for observation/evaluation results? %

Is performance pay awarded for another area (besides school wide goals, measures of student achievement and observation/evaluation results)? **Yes, Collaborative Team goals and Professional Learning Plan goals**

If yes, what percentage of all licensed staff members met the standard to earn performance pay for this other area? % Collaborative Team goals, % Professional Learning Plan goals

What percentage of all licensed staff met the standard to earn movement on the salary schedule or an increase in base salary? 100%

What percentage of tenured licensed staff met the standard to earn movement on the salary schedule or an increase in base salary? 100%

What percentage of probationary licensed staff met the standard to earn movement on the salary schedule or an increase in base salary? 100%

## Recommendations

How will the district use the data to improve the effectiveness of this core component?

All MDE best practice recommendations are in place. We will continue to work toward implementation fidelity across the district.

## General Program Impact and Recommendations

What overall impact on instruction has the district or charter school seen as a result of implementing the Q Comp program?

There is continued alignment among School Improvement Plans, district focus areas of equity and anti-racism, high quality instruction, pandemic response and student achievement goals. Teacher leaders support the school and district focus areas, helping staff to reflect on and improve their practice. Overwhelmingly, staff stated their work with CICs and CTs has had a moderate to high impact on their practice.

What overall impact on student achievement has the district or charter school seen as a result of implementing the Q Comp program?

In general, staff and administrators indicated the Q-comp implementations of building leadership teams, collaborative teams and the observation/evaluation process have had a positive impact on student achievement. Staff reported job-embedded professional development in the following areas: virtual engagement strategies, technology, and CPSS along with CT discussions on how to engage with families had a moderate to high impact on student achievement.

How will the district use the review findings to improve the overall effectiveness of the program?

- Given the increased movement of staff over the past two school years, we continue to recommend sites use the tools found in the Collaborative Team Resources to further develop effective team practices.
- The CIC team will continue to improve our mentoring support by further partnering with members of the SISA team to meet the needs of both our BLT mentors and probationary staff.

- We recommend a consideration of adding the alternative 'Collegial Conversation' observation format focused on equity as an option for tenured staff in the 21-22 school year.
- We recommend a review of our current Danielson Framework for Teaching rubrics and observation paperwork and a consideration to add and/or highlight culturally proficient teaching practices to further align with the district focus area of equity.
- We recommend regular calibration of Danielson Framework for Teaching components with administrators to support the inter-rater reliability of the evaluation process.
- We recommend that BLT retreat days include calibration amongst admin/CIC/BLT to support inter-rater reliability.

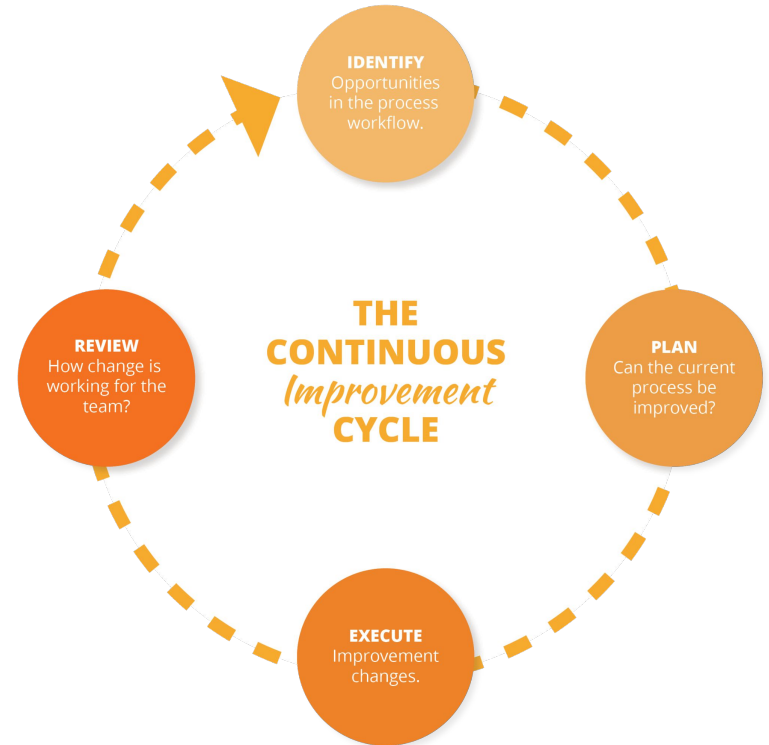


## Annual Q-Comp Review

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Katie Ness, Q-Comp Coordinator  
May 27, 2021

- Purpose
- Sites reviewed
- Data collected
- Pandemic response



# Overall Impact

- **Equity**
- **Collaborative Teams**
- **Observation process**
- **Job-embedded professional development**

# Pandemic Response

- Forgo Other-Trained Observer (BLT) observations
- Offer alternative observation format (Collegial Conversation)

## District Focus Areas

1. Equity and Anti-Racism
2. High Quality Instruction
3. Pandemic Response and Support

# Pandemic Response

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Brionna Meisner, Kindergarten Teacher, William Byrne Elementary

- Impact on self
  - autonomy
  - action
  - reflection
- Impact on students, families, and colleagues

# Recommendations

- Collaborative Team
  - professional development modules-effective teams
  - professional development-purposeful data work
- Review of *Danielson Framework for Teaching* components
  - alignment with CPSS
  - on-going calibration
- Collegial Conversations
- Mentor supports

# Thank You

- [20-21 Q-Comp Review Report](#)
- [Review Planning Process](#)
- [Q-Comp link on MDE website](#)



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

**Agenda III.F.  
May 27, 2021**

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

**From:** Rachel Gorton, Don Leake, Imina Oftedahl, Stephanie White, and Stacey Sovine

**Date:** May 20, 2021

**Re:** Report about Virtual Academy

Receive a report about Virtual Academy from Rachel Gorton, Don Leake, Imina Oftedahl, Stephanie White, and Stacey Sovine.



## 2021-2022 Virtual Academy

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Board Report May 27, 2021

Presenters:  
Rachel Gorton  
Don Leake  
Imina Oftedah  
Stephanie White  
Stacey Sovine

## Overview

- Timeline of Virtual Academy Development
- Curriculum and Professional Development
- Student Support Services
- Enrollment and Staffing
- Policy Implications



# One91 Virtual Academy

## Timeline

January 28, 2021	School Board Approval	Continuous Program & Curriculum Development
February 1, 2021	Application Submitted to MDE	
March 25, 2021	MDE Approval Received	
April 9, 2021	Enrollment Open	
April 27, 2021	VA Open House	



1500 Highway 36 West  
Roseville, MN 55113-4266  
651-582-8200

March 25, 2021

Brian Gersich  
District 191  
200 W Burnsville Parkway  
Burnsville, MN 55337

Re: Application to become a state-approved online provider.

Dear Brian:

Based on the team review of your application, submission of required information to inform the request, the review team recommended approval of Dist. 191's request to become a state-approved online provider offering supplemental and comprehensive programming for grades K-12. The program may begin serving students in grades K-12 from around Minnesota in the first semester of the 2021-22 school year. Included with this letter is a form that includes Information for New Providers. Return a copy of this form with your updated directory information and follow this guidance for setting up a new school site and reporting.

If you have any further questions or concerns, please do not hesitate to contact Jeff Plaman, our Online and Digital Learning Specialist at 651-582-8457 or at [jeff.plaman@state.mn.us](mailto:jeff.plaman@state.mn.us). You may also feel free to contact Mary Barrie, Supervisor, High School to Postsecondary Initiatives at 651-582-8478 or at [mary.barrie@state.mn.us](mailto:mary.barrie@state.mn.us).

Best wishes to the 191 team as it continues its work offering quality education options online to Minnesota students.

Sincerely,

Jeff Plaman  
Office of Career and College Success

cc Stephanie Graff, MDE Paula Palmer, MDE Mary Barrie, MDE  
Michelle Carey, MDE Kelly Wosika, MDE Gayra Ostgaard, MDE

# One91 Virtual Academy

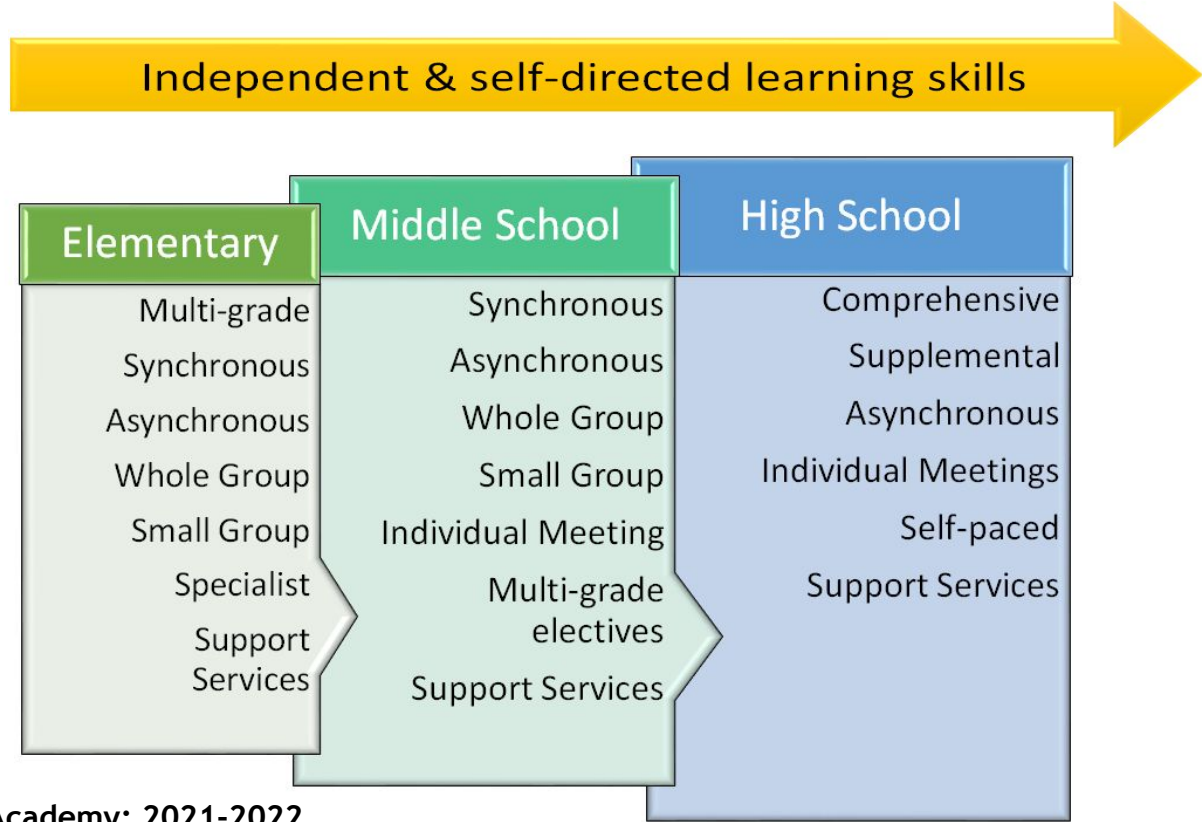
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Our goal is to provide online, high-quality, and flexible learning opportunities that offer the next generation of K-12 learning.



# One91 Virtual Academy

- District curriculum & instructional resources
- Professional Development
  - multi-grade classrooms
  - online instruction best practices





## Student Support Services

Access to:

- Special Education and Related Services
- Learning English Language
- Social Emotional Supports
- Mental Health Services

## Enrollment & Staffing

As of May 18, 2021 we have 313 students enrolled K-12

- **123** K-5 with 6 FTEs (Reallocation)
- **71** 6-8 with 3 FTEs (ESSER)
- **119** 9-12 with undetermined FTEs (Reallocation based on course selection and offerings)





## Policy Implications

We reviewed the following policies for revisions applying to the Virtual Academy. These will be brought to the Board Policy Committee in June.

- 503 Student Attendance Revisions
- 509.5 Variance Enrollment Revisions
- 602 Organization of School Calendar and School Day





**Agenda III.G.  
May 27, 2021**

**To:** Board of Education

**From:** Dr. Theresa Battle, superintendent

**Date:** May 20, 2021

**Re:** Receive an Update about District 191's Efforts to Implement COVID-19 Related Educational and Public Health Guidance Issued by the MDE and the MDH, Respectively

Receive an update about District 191's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively from Dr. Theresa Battle, superintendent.

## Board Meeting Date: May 27, 2021

### COVID-19 Board Report

PURPOSE: Provide an Update about District 191's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively (Maximize resources for optimal student learning).

Tonight, Bernie Bien and I will share information related to Health & Safety and updated guidance from the Minnesota Department of Education and Minnesota Department of Health.

#### Health and Safety (MDH):

**County Updates:** Represents 5/2 -5/15 2021. Dakota County is 27.93 representing a decrease from 40.70 Scott County is 27.97 representing a decrease from 42.34. Now, I'll turn it over to Bernie Bien.

#### Learning Model Parameters

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

#### School Planning (MDE):

- All public school districts and charter schools must follow the Safe Learning Plan until the last teacher contact day for each individual district or charter school.
- Beginning immediately after the last teacher contact day, school districts and charter schools will follow the [state COVID-19 recommendations](#) for summer programming. These recommendations will continue to be updated.
- For summer programming, using the state recommendations as a guide, school districts and charter schools will need to make decisions about how to handle the following at the local level:
  - Face coverings

- Physical distancing
- Contact tracing
- Quarantining
- Student and staff COVID-19 testing
- Meal time
- Special areas
- For graduations beginning May 28, follow the [universal guidance for all businesses and other entities](#). Change in guidance is that outdoor ceremonies with over 500 participants, no longer required for guests to wear a mask, only recommended. Our students and staff must continue to wear masks since the Safe Learning Plan is still in effect. CDC will update its guidance for schools in the coming weeks. Updated guidance can inform school planning for the 2021-2022 academic year.

**Agenda III.H.  
May 27, 2021**

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

**From:** Eric Miller, board chair

**Date:** May 20, 2021

**Re:** Committee, Board Appointment and School Assignment Reports

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

**Committees:**

- Policy Review Committee – Abigail Alt
- Negotiations Committee – Abigail Alt
- Legislative Committee - Lesley Chester
- Student Performance and Achievement Committee – Eric Miller

**Board Appointments:**

- AMSD (Association of Metropolitan School Districts) – Toni Conner
- District 917 – Lesley Chester and DeeDee Currier
- Burnsville High School Hall of Fame – Scott Hume
- Burnsville Chamber of Commerce Policy Committee – Abigail Alt
- Foundation 191 – Sue Said
- MSBA (Minnesota School Boards Association) – Scott Hume
- MSHSL (Minnesota State High School League) – Eric Miller

**School Assignments:**

Abigail Alt	Gideon Pond Elementary
Lesley Chester	William Byrne Elementary
Toni Conner	Nicollet Middle School
Scott Hume	Eagle Ridge Middle School
Eric Miller	Hidden Valley Elementary
Sue Said	Edward Neill Elementary
Anna Werb	Burnsville High School

## Board Members' Questions and Staff Responses for 5-27-21 Boardbook materials

**Virtual Academy Presentation**

Question	Response
<p>1. Page 12/13 of MDE application mentions identifying program start up costs. "Online principals and the SISA Coordinator(s) will evaluate all components of the online school and identify."</p> <p>a. Since there are no financials included in this report, then we are at a net zero gain for VA, correct? We will be able to start this new school without any additional expense.</p> <p>b. Where have we landed with travel costs for staff to assess students outside of our geographic area?</p> <p>c. VA students will be funded by MN education formula which includes transportation reimbursement if I am not mistaken. How will we account for this? Where will this</p>	<p>1a. For fall 2021, Virtual Academy is also part of our continued response to COVID-19. As a result, ESSER funds will be utilized in a unique way that would not be the same as it would if not for the pandemic. The long term plan is that VA would indeed need to be net zero and if in 2 years, post ESSER funding, VA does not have enough students to maintain the model, we will have to end the program.</p>

<p>funding be assigned? If it represents a surplus, what plans do we have on this point?</p>	<p>1b. This will only pertain to special education students who are outside of the geographic area. As of all week all students enrolled are ISD191 students.</p> <p>1c. No transportation is required for the online students. Therefore, there are no anticipated transportation costs. This is not much different from students within walking distance. The aid received goes toward the cost of education and is not specifically broken out.</p>
<p>2. Just a heads up on this question. No need to respond via email: For our audience, please explain what “a day in the life” will look like for teachers and students. Will secondary classes include both in person and VA students?</p>	<p>“A Day in the Life” was shared as part of the Virtual Academy Open House webinar on April 27, 2021. Information and details are at: <a href="https://www.isd191.org/one91-virtual-academy/webinar">https://www.isd191.org/one91-virtual-academy/webinar</a></p> <p>Details on “A Day in the Life” of start at 19:10</p>

3. Page 8 of Application indicates that elementary and secondary principal will be a percentage of the admin day.

“Elementary / Secondary Principal

- a. • The elementary principal for our online school will be a percent of an existing principal position.
- b. • The secondary principal for our online school will be a percent of an existing principal or AP position.
- c. • If/when our online school enrollment would warrant a dedicated principal, we will review assignments.
  - i. Don Leake was formally appointed as VA principal this month, and enrollment has not spiked. Am I correct in understanding that we have modified the MDE plan and assignments
  - ii. Why did this shift occur
  - iii. Are there any other modifications to the original MDE application

Don Leake will be supervising the Virtual Academy as a portion of his responsibility, but will also continue his current assignment as a POSA for the Middle School. Per the MDE application, this is the existing principal who has been allocated a percentage of his time to supervise the position. Also, given our MS and HS online school will generally involve teachers who are instructing in both VA and traditional school, supervision of these teachers is likely to be supported by site administration as well.

<p>between January and now? Starting with staffing, but certainly comprehensively.</p>	<p>After the original application was submitted, MDE asked for clarification on a few items. Those responses were submitted as the <a href="#">MDE Online Learning Provider Addendum March 2021</a>. No other modifications have been made.</p>
<p>4. Middle school looks lean. If we remain at this level of enrollment, how will plans, VA delivery, scheduling, etc. change, if at all?</p>	<p>As noted above, this is also an educational option in response to the pandemic so as of this time, there is not a plan to change delivery from what is currently intended.</p>

### **Interactive Panels Replacing Smart Boards**

<b>Question</b>	<b>Response</b>
<p>How have we leveraged these screens to improve instruction and learning in classrooms over the past few years? When you (and/or other admin) walk through classrooms, what kinds of use do you see, and with what frequency?</p>	<p>SMARTboards serve a handful of primary functions in the classroom. These functions were assessed as we did our review of elementary classroom options as well as newer technologies that allow more functionality. At elementary, most SMARTboards are used daily all day for one or more of the functions.</p> <ol style="list-style-type: none"> <li>1) Projection. Projection provides a focal point for the whole class to be engaged in the same information and elementary teachers indicated this is a critical element of the classroom. While projectors themselves would meet the need for simple projection in the classroom, we were looking for options that provided a full suite</li> </ol>

- of multimedia including audio, excellent resolution that didn't require closed blinds and dark rooms to see, and casting capability.
- 2) Touch capability. Teachers indicated that there is high value to having both the teacher and the student visibly manipulate items for the whole class to see. This visual thinking is a key differentiation tool in that students can see and hear how other students are working through and demonstrating their thinking process. Teachers also have the ability to model activities for the whole class or for smaller groups of students and being at the board allows for more interactive instruction.
  - 3) Content. SMART Notebook was an original presentation tool that allowed teachers to create lessons and slide decks for smooth instructional flow. There are now many programs available including Peardeck, Jamboard, Kami and others. The new panels will provide non-proprietary use for all programs. Visual representation of content is important for all students but is critical for our English learners. Audio brings multimedia content into the classroom for a deeper experience and manipulatives provide students the opportunity to test out hypotheses using changing variables.

The new panels will also have an integrated casting option which will allow teachers and students to cast to the board from their own device.

	<p>Teachers will be able to pull up student work they did on their Chromebook and showcase to the class. Our goal was to maximize the capabilities of the student devices with the projection option in the classroom.</p> <p>The new panels will also have an onboard computer which will replace the desktop in the classroom. This will allow flexibility for subs, summer school, and other uses of the classroom.</p>
<p>Also, I see that we are not replacing all Smartboards, only the majority. Can you elaborate as to why? Is it because some have not yet reached end of life?</p>	<p>We are replacing a majority of the boards, but not all, for two reasons. First, there are some boards at each school that are newer and can be used safely for a few more years. Our plan standardizes the homeroom classrooms and art, music, and DLS on the new board as that training and professional development is consistent. SMARTboards that are newer can continue to be used at the school until they age out. Second, most of the other boards are used in smaller group settings. We have more work to do to evaluate what is needed for those settings with smaller groups of students for intervention, EL, and Special Education.</p>

### **Open Facilities**

Question	Response
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I would like to request that the notes in red font on slide #7 (DEC floorplan) be adjusted in some way. As they currently display and especially when I zoom in, they are mostly illegible.

The information in red text were internal notes for our Director of Operations to use when communicating with vendors. (For example: remove sink and old work stations, redo racking, and bring to code). The slide that had the red boxes has been removed.  
Jami will upload the revised presentation.

School Board Minutes  
 INDEPENDENT SCHOOL DISTRICT 191  
 May 13, 2021

The meeting of the Board of Education was called to order by Chair Miller at 6:30 p.m. at Diamondhead E Center, 200 West Burnsville Parkway, Burnsville, MN. The meeting took place in person and via electronic means pursuant to Minnesota Statute 13.D.021.

Call to Order

Members present: Alt, Chester, Conner, Hume, Werb, and Chair Miller. Said was absent. Others in attendance were Superintendent Battle, Student Representative Addisu, staff and members of the public.

Attendance

Miller asked Alt to lead the Pledge of Allegiance.

Pledge of  
 Allegiance  
 Agenda

Moved by Werb, seconded by Chester, to approve the agenda. A roll call vote was taken and the motion carried unanimously (6, 0 with Hume, Conner, Chester, Miller, Alt and Werb voting in favor and none voted against).

-Received a report about Advanced Learning K-8 from Imina Oftedahal, director of curriculum, instruction and assessment, Dr. Janet Gulden, SISA coordinator, Frannie Becquer, SISA coordinator, and Jon Bonneville, principal on special assignment.

Reports

Received an update about District 191's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively from Dr. Theresa Battle.

Received a report from Milkoomie Addisu, student representative.

Received a report from Dr. Theresa Battle, superintendent.

Received a report from Hume regarding the Burnsville Hall of Fame.

Moved by Alt, seconded by Werb, to approve the consent agenda:

-Approve minutes of the retreat on April 17, 2021, the regular meeting on April 22, 2021, and the special meeting on May 2, 2021.

-Approve personnel recommendations for Eiley Misfeldt, Lauren Kibler, Mohamed Selim, Megan Gonzalez, Angela Engelhardt, Gabrielle Spies, Goeffrey Cleveland, Mikayla Davis, Carly Anderson, Hyun Ae Kim, Jennifer Hutchinson, Jessica Olson, Loretta Campbell, Nancy Birch, Ashley Fogarty, Helen Huynh, Roxanne Leake, Lauren Kibler, Amra Omerovic, Catherine Lanman, Haley Warren, Jordan Harris, Michael Hopper, and Matthew Vendel.

Consent Agenda  
 Minutes  
 Personnel

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

A roll call vote was taken and the motion carried unanimously (6, 0 with Conner, Chester, Miller, Alt, Werb and Hume voting in favor and none

Donations

voted against).

Moved by Hume, seconded by Chester, that the Board of Education approves the Joint Powers Agreement (JPA) with the West Metro School Districts for Network Collaboration from Rachel Gorton, director of technology. A roll call vote was taken and the motion carried unanimously (6, 0 with Chester, Miller, Alt, Werb, Hume and Conner voting in favor and none voted against).

West Metro School Districts for Network Collaboration

The meeting adjourned to a workshop at 7:25 p.m.

Adjourn to a workshop

The workshop began at 7:35 p.m. The purpose of the workshop was to Consider Reinstatement of Elementary Activities Programs for Fall 2021, Draft of Strategic Plan Vision and Core Values, and Discuss Board Insurance Information.

The workshop adjourned at 8:55 p.m.

Adjourn

May 27, 2021

Scott Hume, clerk

Date Approved

DRAFT

May 27th, 2021

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**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:** May 27th, 2021 Final

**RE:** Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Change of Assignment		Isis Buchanan		Gideon Pond Elementary	Principal	7/1/2021
Certified	Change of Assignment		Jon Bonneville		WM. Byrne Elementary School	Principal	7/1/2021
Certified	Change of Assignment		Jonathan Armajani		Eagle Ridge Middle School	Teacher	8/30/2021
Certified	Recall		Susan Buckrey		Burnsville High School	Teacher	5/18/2021
Certified	Recall		Sydney Mohr		Nicollet Middle School	Teacher	5/25/2021
Certified	Resignation		Farhan Mohamoud		Sky Oaks Elementary School	Teacher	6/11/2021
Certified	Resignation		Hayley Ohama		Burnsville High School	Teacher	6/11/2021
Certified	Resignation		Ryan Meyer		Nicollet Middle School	Dean	6/11/2021
Certified	Resignation		Vincent McMahon		Burnsville High School	Teacher	6/11/2021
Classified	Appointment		Dalton Duce		Burnsville High School	Assistant Baseball Coach	5/18/2021
Classified	Resignation		Briann Handahl		WM. Byrne Elementary School	Educational Assistant Level III	6/10/2021
Classified	Resignation		Janice Morris		Harriet Bishop Elementary	Food Service Associate	6/11/2021
Classified	Resignation		Kaitlin Cantolla		Edward Neill Elementary	Community Education Coordinator	6/11/2021
Classified	Resignation		Sandra Lou		Rahn Elementary School	Educational Assistant Level II	5/14/2021
Classified	Retirement		Cynthia Check		Community Education	Community Education Coordinator	6/30/2021
Classified	Retirement		Jacqueline Smith		Diamondhead Education Center	Special Education Supervisor	6/30/2021
Classified	Retirement		Thomas Umhoefer		Community Education	Director of Community Education	6/30/2021



**Agenda IV.A.3.  
May 27, 2021**

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

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

**Date:** May 21, 2021

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

**RESOLUTION TO ACCEPT DONATIONS**

**WHEREAS,**

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

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

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on May 27, 2021

\_\_\_\_\_  
Clerk – Board of Education

<b>Date</b>	<b>Donor</b>	<b>Recipient</b>	<b>Terms</b>	<b>Donation</b>
5/4/2021	Joel Anderson	Nicollet Middle School	Stander for use with a student in special ed who is unable to stand. Donor company has floor models and they donate them after they are done.	In-Kind (goods or services)
5/6/2021	Anonymous	Food & Nutrition Services/NMS	Remaining balance donated to anyone at NMS	\$16.85
5/10/2021	The Presbyterian Church of the Apostles' Compassionate Justice Fund	Food & Nutrition Services	Negative balances of Black and Native students	\$2,000.00
5/14/2021	Megan Tillman	PT district wide	PT equipment for students	In-Kind (goods or services)
5/18/2021	17 Families of Former students	Food & Nutrition Services	To Negative Meal balances of those in need	\$160.11
5/18/2021	Veronica Hernandez - Parent of a former student	Food & Nutrition Services	To Negative Meal balances of those in need	\$6.00

**Total monetary donation received: \$2,176.96**



**Agenda IV.A.4  
May 27, 2021**

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

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

**Date: May 18, 2021**

**Re: March Payroll, Claims and Receipts**

**Recommendation:** That the Board approves March payroll checks in the net amount of \$3,889,381.35. March claims to date, wire transfers and adjustments totaling \$8,615,168.74. Also, that the Board accepts March receipts of \$15,946,206.31 and investments for the General Fund, 2015A School Building Bonds, and OPEB of \$56,101,821.49 as of March 31, 2021.

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

LKR/mw

**INDEPENDENT SCHOOL DISTRICT 191**  
**FINANCIAL REPORT**  
**March 2021**

**Cash Receipts**

Receipts	\$15,946,206.31
Miscellaneous Adjustments	
	_____

**TOTAL MARCH CASH RECEIVED**\$15,946,206.31**CASH DISBURSEMENTS**

March	
Payroll	\$3,889,381.35

A/P			
March Claims	Checks	479985-480313	\$1,829,071.82
	Capital One	6000000362-6000000380	\$85,029.35
	ACH	9000002102-9000002138	\$4,230.98
	Fund 26	104056-104060	\$68,573.27

March A/P Wires+P-card+Fleet card	\$6,624,829.95
March Bank Fees	\$3,433.37
	_____

**TOTAL MARCH CASH DISBURSED**\$12,504,550.09**TOTAL TO BE APPROVED**\$12,504,550.09

	<u>Money Market</u>	<u>(Original Cost)</u> <u>Investments</u>	<u>3/31/2021</u>
GENERAL FUND	\$20,413,047.22	\$21,610,064.23	\$42,023,111.45
OPEB	\$368,781.51	\$6,829,150.00	\$7,197,931.51
OPEB EQUITY INV THROUGH JANUARY 31, 2021	\$11,229.73	\$5,233,236.22	\$5,244,465.95
2015A SCHOOL BUILDING BONDS	\$1,636,302.72	\$9.86	\$1,636,312.58
	\$22,429,361.18	\$33,672,460.31	\$56,101,821.49

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



# Total Portfolio Report CAR

As of: 03/31/21

PMA Financial Network

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

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## BURNSVILLE ISD 191 / GENERAL FUND

2960

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
LTD	0	1	03/31/21	03/31/21	PMA SECURITIES SYNDICATE (PMAS)	\$10,150,306.47	\$10,150,306.47	
MM					Investment Shares Portfolio	\$20,413,047.22	\$20,413,047.22	
SDA					Savings Deposit Account - BANK OF CHINA (ICS - DDA)	\$8,006,757.76	\$8,006,757.76	
SEC	45876	1	01/29/20	07/29/21	WELLS FARGO BANK NA	\$249,000.00	\$249,000.00	1.602
SEC	45877	1	01/29/20	07/29/21	WELLS FARGO NATL BK WEST	\$249,000.00	\$249,000.00	1.602
SEC	45878	1	01/30/20	07/30/21	MORGAN STANLEY BANK NA	\$247,000.00	\$247,000.00	1.569
SEC	45879	1	01/30/20	07/30/21	MORGAN STANLEY PVT BANK	\$247,000.00	\$247,000.00	1.569
CD	276086	1	08/21/19	08/20/21	LATINO COMMUNITY CREDIT UNION	\$249,886.41	\$239,600.00	2.147
CD	276087	1	08/21/19	08/20/21	MIDLAND STATES BANK	\$249,961.78	\$242,000.00	1.643
SEC	44591	1	08/28/19	08/30/21	CAPITAL ONE BANK USA NA	\$247,000.00	\$247,000.00	1.653
SEC	44601	1	08/28/19	08/30/21	CAPITAL ONE NA	\$247,000.00	\$247,000.00	1.653
SEC	44604	1	08/28/19	08/30/21	GOLDMAN SACHS BANK USA	\$247,000.00	\$247,000.00	1.702
CD	285471	1	09/21/20	09/21/21	TEXAS CAPITAL BANK	\$249,999.00	\$249,500.00	0.200
SEC	46627	1	03/27/20	09/27/21	PINNACLE BANK TN	\$248,000.00	\$248,000.00	0.801
SEC	46626	1	04/02/20	10/01/21	BANK OF NEW ENGLAND NH	\$249,000.00	\$249,000.00	0.550
CD	279794	1	01/24/20	01/25/22	LANDMARK COMMUNITY BANK	\$249,990.16	\$242,500.00	1.540
CD	285470	1	09/21/20	01/26/22	SERVISFIRST BANK	\$249,904.27	\$249,400.00	0.150

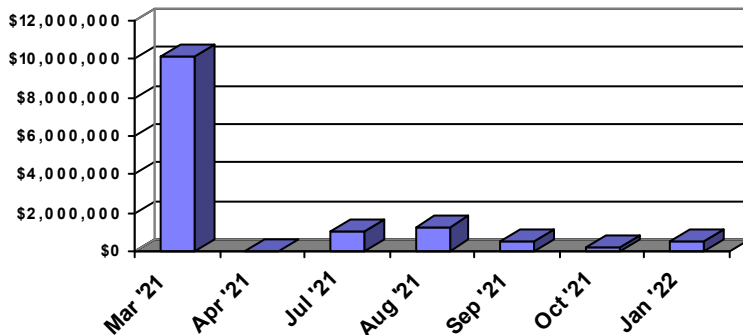
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Total Amount --> \$42,049,853.07 \$42,023,111.45

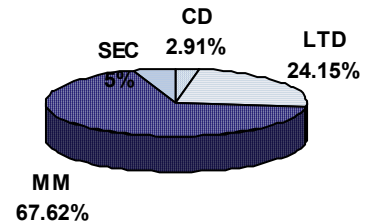
Time and Dollar Weighted Portfolio Yield: 1.187 %

Weighted Average Portfolio Maturity: 14.05 Days

MM: 67.63%  
CD's: 2.91%  
CP: 0.00%  
SEC: 5.31%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



# Total Portfolio Report CAR

As of: 03/31/21

PMA Financial Network

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

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## BURNSVILLE ISD 191 / 2009 OPEB TRUST

3596

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$368,781.51	\$368,781.51	
CD	275285	1	08/05/19	08/04/21	VERITEX COMMUNITY BANK	\$249,649.57	\$240,900.00	1.814
CD	275286	1	08/05/19	08/04/21	UINTA BANK	\$249,958.46	\$241,400.00	1.770
CD	275287	1	08/05/19	08/04/21	FIRST NATIONAL BANK	\$249,645.61	\$241,200.00	1.751
CD	276784	1	09/04/19	09/03/21	THREE RIVERS FEDERAL CREDIT UNION	\$249,689.23	\$241,600.00	1.674
CD	276785	1	09/04/19	09/03/21	T BANK, NA	\$249,684.64	\$241,600.00	1.672
CD	277188	1	09/23/19	09/22/21	BANK LEUMI USA	\$150,879.78	\$146,200.00	1.600
SEC	47620	1	02/08/21	12/15/22	KANE COOK & DU PAGE C	\$1,000,000.00	\$1,000,000.00	0.100
SEC	48055	1	02/26/21	02/15/23	MANSFIELD ISD-B-REF	\$310,000.00	\$310,000.00	0.120
SEC	48065	1	03/02/21	03/01/23	SAINT LOUIS CNTY	\$335,000.00	\$335,000.00	0.140
SEC	47613	1	01/08/21	08/01/23	SAN MARCOS ISD-REF	\$1,500,000.00	\$1,500,000.00	0.120
SEC	48075	1	03/09/21	08/15/23	SAN MARCOS CTFS OBLIG	\$295,000.00	\$295,000.00	0.110
SEC	48062	1	03/23/21	09/01/23	ROCK CO-TXBL-REF	\$1,000,000.00	\$998,050.00	0.130
SEC	48054	1	02/26/21	10/01/23	HAWAII-EY-REF	\$220,000.00	\$220,000.00	0.100
SEC	48044	1	02/24/21	12/01/23	DEWITT ETC CO CCD #54	\$590,000.00	\$590,000.00	0.190
CD	279751	1	01/21/20	01/21/25	FARMERS AND MERCHANTS UNION BANK	\$248,078.24	\$228,200.00	1.740

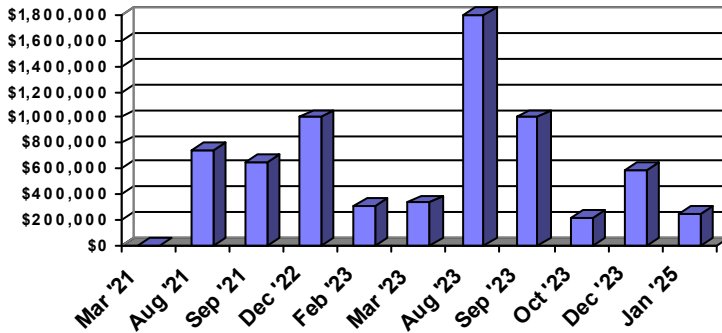
Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

**Total Amount --> \$7,266,367.04 \$7,197,931.51**

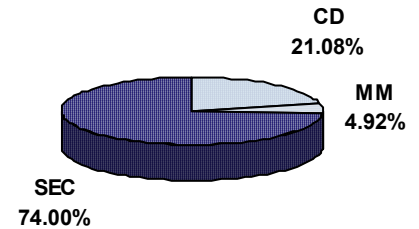
**Time and Dollar Weighted Portfolio Yield: 0.299 %**

**Weighted Average Portfolio Maturity: 663.36 Days**

**MM: 5.12%**  
**CD's: 21.97%**  
**CP: 0.00%**  
**SEC: 72.91%**



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



# Total Portfolio Report CAR

As of: 03/31/21

PMA Financial Network

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

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## BURNSVILLE ISD 191 / 2015A BONDS

5762

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$1,636,302.72	\$1,636,302.72	
SDA					Savings Deposit Account - ASSOCIATED BANK, NA	\$9.86	\$9.86	

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

Total Amount --> **\$1,636,312.58**    **\$1,636,312.58**

Time and Dollar Weighted Portfolio Yield: **0.010 %**

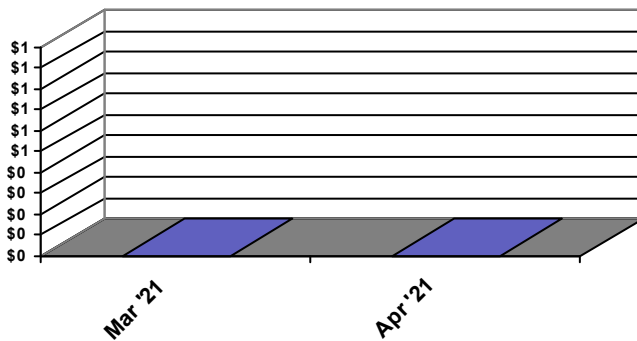
Weighted Average Portfolio Maturity: **0.00 Days**

**MM: 100.00%**

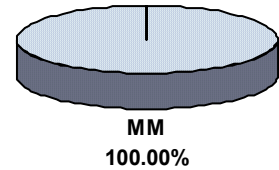
**CD's: 0.00%**

**CP: 0.00%**

**SEC: 0.00%**



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

## March 2021

### Wire Transfers

Date	From	To	Amount	For
03/01/2021	MSDLAF	Internal Revenue Service	695,354.88	2/28/21 Payroll - Federal Taxes
03/01/2021	MSDLAF	State of Minnesota	113,631.11	2/28/21 Payroll - State Taxes
03/01/2021	MSDLAF	PERA	110,552.30	2/28/21 Payroll - PERA
03/01/2021	MSDLAF	TRA	356,621.20	2/28/21 Payroll - TRA
03/01/2021	MSDLAF	State of Minnesota	1,652.80	2/28/21 Payroll - Child Support
03/01/2021	MSDLAF	Delta Dental	14,189.02	Dental Insurance
03/01/2021	MSDLAF	Preferred One	264,519.16	Health Insurance
03/02/2021	MSDLAF	Fairview	3,354.32	Clearscript/Fairview January Admin. Invoice
03/02/2021	MSDLAF	People's Bank	186,912.79	2/28/21 Payroll - EBC TSA Wire
03/03/2021	MSDLAF	Further	25,239.52	Medical Claims
03/03/2021	MSDLAF	Further	10,566.56	Flex Claims
03/08/2021	MSDLAF	Teacher's Federal Credit Union	32,872.77	2/28/21 Payroll - Teacher's Dues
03/08/2021	MSDLAF	Delta Dental	19,100.80	Dental Insurance
03/08/2021	MSDLAF	Further	28,156.16	Medical Claims
03/08/2021	MSDLAF	Healthy Savings	2,701.64	Healthy Savings Program
03/08/2021	MSDLAF	Preferred One	543,989.83	Health Insurance
03/10/2021	MSDLAF	Further	6,681.67	Flex Claims

## March 2021

### Wire Transfers

<b>Date</b>	<b>From</b>	<b>To</b>	<b>Amount</b>	<b>For</b>
03/15/2021	MSDLAF	Preferred One	133,624.17	Health Insurance
03/15/2021	MSDLAF	Postalia	5,000.00	Postage
03/15/2021	MSDLAF	MN Department of Revenue	52.00	February Sales Tax paid 3/15/21
03/15/2021	MSDLAF	Preferred One	368,267.23	Health Insurance
03/15/2021	MSDLAF	State of Minnesota	1,652.80	3/15/21 Payroll - Child Support
03/15/2021	MSDLAF	Delta Dental	17,254.00	Dental Insurance
03/16/2021	MSDLAF	Teacher's Federal Credit Union	32,927.49	3/15/21 Payroll - Teacher's Dues
03/16/2021	MSDLAF	Internal Revenue Service	696,574.14	3/15/21 Payroll - Federal Taxes
03/16/2021	MSDLAF	State of Minnesota	113,657.34	3/15/21 Payroll - State Taxes
03/16/2021	MSDLAF	PERA	110,442.11	3/15/21 Payroll - PERA
03/16/2021	MSDLAF	TRA	358,252.26	3/15/21 Payroll - TRA
03/17/2021	MSDLAF	People's Bank	207,312.21	3/15/21 Payroll - EBC TSA Wire
03/17/2021	MSDLAF	Further	10,704.63	Flex Claims
03/17/2021	MSDLAF	Further	33,833.67	Medical Claims
03/22/2021	MSDLAF	Preferred One	372,936.35	Health Insurance
03/22/2021	MSDLAF	Delta Dental	20,035.48	Dental Insurance
03/24/2021	MSDLAF	Further	6,359.00	Flex Claims
03/24/2021	MSDLAF	Further	22,397.25	Medical Claims

## March 2021

### Wire Transfers

Date	From	To	Amount	For
03/24/2021	MSDLAF	Further	6,007.50	Medical Claims
03/29/2021	MSDLAF	Delta Dental	11,272.19	Dental Insurance
03/29/2021	MSDLAF	Further	25,194.95	Medical Claims
03/29/2021	MSDLAF	Preferred One	1,566,510.43	Health Insurance
03/30/2021	MSDLAF	Fairview	3,144.56	Clearscript/Fairview February Admin. Invoice
03/31/2021	MSDLAF	Teacher's Federal Credit Union	32,927.49	3/31/21 Payroll - Teacher's Dues
03/31/2021	MSDLAF	Further	12,604.87	Flex Claims

## AP Check Register

AP Run: 20210305 AP — Post Date: 2021-03-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/05/2021	479985	Check	Addison, Donald	921601	2 AP8845	98.00
03/05/2021	479986	Check	Advanced Commercial Kitchens	930100	2 AP8845	617.73
03/05/2021	479987	Check	American Time & Signal Co	903503	2 AP8845	488.42
03/05/2021	479988	Check	Anderson, Paul H.	930374	2 AP8845	291.00
03/05/2021	479989	Check	Apadana LLC	930273	2 AP8845	300.00
03/05/2021	479990	Check	Bix Produce Company	900477	2 AP8845	2,871.13
03/05/2021	479991	Check	Bothof, Tim	928709	2 AP8845	98.00
03/05/2021	479992	Check	Buford, Teron	928992	2 AP8845	79.00
03/05/2021	479993	Check	Burkstrand, Michael	930380	2 AP8845	75.00
03/05/2021	479994	Check	Busby, Trevor	926588	2 AP8845	98.00
03/05/2021	479995	Check	Carter, Jeremy	927018	2 AP8845	158.00
03/05/2021	479996	Check	Centerpoint Energy	902519	2 AP8845	5,415.44
03/05/2021	479997	Check	Choy, Sergio R	928260	2 AP8845	480.00
03/05/2021	479998	Check	City of Burnsville	900673	2 AP8845	22,380.20
03/05/2021	479999	Check	Comcast	923547	2 AP8845	69.65
03/05/2021	480000	Check	Cottens NAPA Main Office	929846	2 AP8845	177.11
03/05/2021	480001	Check	Dakota Outdoors LLC	922059	2 AP8845	11,819.50
03/05/2021	480002	Check	Dalco	904186-1	2 AP8845	3,505.30
03/05/2021	480003	Check	Deak, Dora	930377	2 AP8845	140.00
03/05/2021	480004	Check	DeMorett, Andrew	928639	2 AP8845	79.00

## AP Check Register

AP Run: 20210305 AP — Post Date: 2021-03-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/05/2021	480005	Check	Derksen, Carolyn	929689	2 AP8845	79.00
03/05/2021	480006	Check	Dotas, Gene	930086	2 AP8845	61.00
03/05/2021	480007	Check	Eastview High School Speech Team	906734-4	2 AP8845	242.00
03/05/2021	480008	Check	Electro Watchman Inc	901078	2 AP8845	1,279.59
03/05/2021	480009	Check	Fagerness, Joyce	924275	2 AP8845	359.40
03/05/2021	480010	Check	Foundation 191	928202	2 AP8845	65,074.42
03/05/2021	480011	Check	H&B Specialized Products Inc	901641	2 AP8845	1,555.00
03/05/2021	480012	Check	Hall, Charles	928683	2 AP8845	98.00
03/05/2021	480013	Check	Hamann, Ronald	908860	2 AP8845	79.00
03/05/2021	480014	Check	Headway Emotional Health Services	927811	2 AP8845	25,750.00
03/05/2021	480015	Check	Heck, Matthew	929695	2 AP8845	169.00
03/05/2021	480016	Check	Holtz, Todd	926444	2 AP8845	79.00
03/05/2021	480017	Check	Hooks, Desmond	930379	2 AP8845	98.00
03/05/2021	480018	Check	Interstate All Battery Center	928877	2 AP8845	130.95
03/05/2021	480019	Check	Ipevo Inc	929176	2 AP8845	44,252.38
03/05/2021	480020	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	2,492.71
03/05/2021	480021	Check	Johnson, Meghan	925959	2 AP8845	75.00
03/05/2021	480022	Check	Karnas, Mike	908922	2 AP8845	158.00
03/05/2021	480023	Check	Klein, Ian	930376	2 AP8845	70.00

## AP Check Register

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AP Run: 20210305 AP — Post Date: 2021-03-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/05/2021	480024	Check	Kraus-Anderson Ins Agency Inc	902102	2 AP8845	10,649.00
03/05/2021	480025	Check	Krueger, Dwight	921454	2 AP8845	79.00
03/05/2021	480026	Check	Lentner, Blake	929959	2 AP8845	152.00
03/05/2021	480027	Check	Mackin Educational Resources	902196	2 AP8845	228.84
03/05/2021	480028	Check	Mansfield Oil Company	928793	2 AP8845	4,287.29
03/05/2021	480029	Check	Marshall, James	908647	2 AP8845	131.00
03/05/2021	480030	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	1,293.23
03/05/2021	480031	Check	Mayer Arts Inc	925512	2 AP8845	560.00
03/05/2021	480032	Check	McCraney, Laura J	020123	2 AP8845	103.10
03/05/2021	480033	Check	Mid City Services	930092	2 AP8845	164.00
03/05/2021	480034	Check	Minnesota Community Education Assoc (MCEA)	903814	2 AP8845	480.00
03/05/2021	480035	Check	Mitsch, Kelli L	018974	2 AP8845	26.20
03/05/2021	480036	Check	MN Highway Safety & Research Center	926466	2 AP8845	149.00
03/05/2021	480037	Check	Mn Junior High Chess League	908176	2 AP8845	91.00
03/05/2021	480038	Check	National Speech and Debate Association - NSDA	931013	2 AP8845	100.00
03/05/2021	480039	Check	Nelson, Kristi Kay	930378	2 AP8845	150.00
03/05/2021	480040	Check	NPARALLEL, LLC	930348	2 AP8845	10,500.00
03/05/2021	480041	Check	PBBS Equipment Corporation	930000	2 AP8845	3,072.54
03/05/2021	480042	Check	Pfieffer, Ethan	929966	2 AP8845	169.00

## AP Check Register

AP Run: 20210305 AP — Post Date: 2021-03-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/05/2021	480043	Check	Priester, John	924300	2 AP8845	93.00
03/05/2021	480044	Check	Reliastar Life Insurance Company	920099-2	2 AP8845	3,053.33
03/05/2021	480045	Check	Reliastar Life Insurance Company	920099-3	2 AP8845	3,902.40
03/05/2021	480046	Check	Reliastar Life Insurance Company	920099-4	2 AP8845	2,421.95
03/05/2021	480047	Check	Rider, Katherine E	019757	2 AP8845	113.74
03/05/2021	480048	Check	Safeway Driving School	926796	2 AP8845	7,140.00
03/05/2021	480049	Check	Schoaf, Scott	905978	2 AP8845	79.00
03/05/2021	480050	Check	Schult, Denny	928742	2 AP8845	76.00
03/05/2021	480051	Check	Second Harvest Heartland	928183	2 AP8845	301.20
03/05/2021	480052	Check	Sherwin-Williams	903745-2	2 AP8845	58.60
03/05/2021	480053	Check	Sonnenburg, Gary	927027	2 AP8845	79.00
03/05/2021	480054	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	2,961.18
03/05/2021	480055	Check	Stewart, Benjamin	930353	2 AP8845	430.00
03/05/2021	480056	Check	Struzyk, Todd	931046	2 AP8845	122.00
03/05/2021	480057	Check	Sunbelt Staffing LLC	930344	2 AP8845	2,872.00
03/05/2021	480058	Check	Tano, Jaclyn	930347	2 AP8845	70.00
03/05/2021	480059	Check	Taylor, Winston	930375	2 AP8845	70.00
03/05/2021	480060	Check	Teachers On Call	929847	2 AP8845	37,548.28
03/05/2021	480061	Check	Teske, David Luke	929084	2 AP8845	98.00
03/05/2021	480062	Check	The Hartford	924486	2 AP8845	37,935.61

## AP Check Register

AP Run: 20210305 AP --- Post Date: 2021-03-05 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/05/2021	480063	Check	Third Party Integrity Inc	930282	2 AP8845	7,578.74
03/05/2021	480064	Check	Thom, Eric	928681	2 AP8845	169.00
03/05/2021	480065	Check	Thompson, Errol	927638	2 AP8845	98.00
03/05/2021	480066	Check	Total Registration	930372	2 AP8845	150.00
03/05/2021	480067	Check	Truelson, Nels W	930350	2 AP8845	198.75
03/05/2021	480068	Check	Tyler, Bruce	928852	2 AP8845	17.50
03/05/2021	480069	Check	Upper Lakes Foods Inc	929826	2 AP8845	22,093.88
03/05/2021	480070	Check	Webb, Barbara Ann	930237	2 AP8845	44.00
<b>Total:</b>						<b>\$353,503.29</b>

### 20210305 AP Summary

Type	Count	Amount
Regular	86	353,503.29
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>86</b>	<b>\$353,503.29</b>

## AP Check Register

AP Run: 20210312 AP — Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/12/2021	480071	Check	A.J. Moore Electric Inc	928491	2 AP8845	1,030.45
03/12/2021	480072	Check	Advanced Commercial Kitchens	930100	2 AP8845	2,667.25
03/12/2021	480073	Check	Advanced Imaging Solutions	928551-1	2 AP8845	7,397.05
03/12/2021	480074	Check	Ahmed, Hesham	930002	2 AP8845	60.00
03/12/2021	480075	Check	American Hi Tech Rentals	928999	2 AP8845	4,606.00
03/12/2021	480076	Check	Batham, Michelle	500605	2 AP8845	161.00
03/12/2021	480077	Check	Bergamasco, Robert	929941	2 AP8845	93.00
03/12/2021	480078	Check	Bix Produce Company	900477	2 AP8845	5,802.69
03/12/2021	480079	Check	Blick Art Materials	900172-1	2 AP8845	107.60
03/12/2021	480080	Check	Boyle, Adam	925957	2 AP8845	169.00
03/12/2021	480081	Check	Caballero, Melissa	930259	2 AP8845	60.00
03/12/2021	480082	Check	Carrier Corporation	900707-1	2 AP8845	2,440.00
03/12/2021	480083	Check	Carter, Jeremy	927018	2 AP8845	79.00
03/12/2021	480084	Check	Centurylink	902781	2 AP8845	266.02
03/12/2021	480085	Check	Chalupsky, Jason	930390	2 AP8845	98.00
03/12/2021	480086	Check	Choy, Sergio R	928260	2 AP8845	60.00
03/12/2021	480087	Check	City of Burnsville	900673	2 AP8845	46,326.00
03/12/2021	480088	Check	City of Burnsville - Utilities	904226	2 AP8845	11,662.06
03/12/2021	480089	Check	City of Eagan - Utilities	901002	2 AP8845	3,362.68
03/12/2021	480090	Check	City of Savage - Utilities	909588	2 AP8845	3,517.01

## AP Check Register

AP Run: 20210312 AP — Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/12/2021	480091	Check	CliftonLarsonAllen LLP	927322	2 AP8845	787.50
03/12/2021	480092	Check	Collins, Chara	500509	2 AP8845	77.70
03/12/2021	480093	Check	Conquer Ninja Athletics	929462-2	2 AP8845	560.00
03/12/2021	480094	Check	Consolidated Communications	906231	2 AP8845	3,897.54
03/12/2021	480095	Check	Council For Exceptional Children	900666-1	2 AP8845	270.00
03/12/2021	480096	Check	Crown Rental Inc	900647	2 AP8845	28.00
03/12/2021	480097	Check	Dalco	904186-1	2 AP8845	4,645.71
03/12/2021	480098	Check	DeGezelle, Kevin	924965	2 AP8845	79.00
03/12/2021	480099	Check	Dewald, Rina C	920524	2 AP8845	300.00
03/12/2021	480100	Check	Dick's/Lakeville Sanitation Inc	900641	2 AP8845	6,356.18
03/12/2021	480101	Check	Dineen, Kellie	920615	2 AP8845	93.00
03/12/2021	480102	Check	Distributed Website Corporation	922061-1	2 AP8845	244.00
03/12/2021	480103	Check	Dore, Abdiwali Hashi	929581	2 AP8845	360.00
03/12/2021	480104	Check	Dotas, Gene	930086	2 AP8845	98.00
03/12/2021	480105	Check	ECM Publishers Inc	909272	2 AP8845	113.85
03/12/2021	480106	Check	Educators Benefit Consultants LLC	926262-1	2 AP8845	1,404.24
03/12/2021	480107	Check	Ehlers	920802-1	2 AP8845	3,775.00
03/12/2021	480108	Check	Eider, Jake	924084	2 AP8845	169.00
03/12/2021	480109	Check	Electro Watchman Inc	901078	2 AP8845	184.32
03/12/2021	480110	Check	E-mersive	930392	2 AP8845	1,500.00

## AP Check Register

AP Run: 20210312 AP — Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/12/2021	480111	Check	Fern, Nathan	924362	2 AP8845	79.00
03/12/2021	480112	Check	Foster, Kyle	930244	2 AP8845	98.00
03/12/2021	480113	Check	Friedges Landscaping Inc	901475	2 AP8845	5,712.50
03/12/2021	480114	Check	Frost, Rod	905106	2 AP8845	176.00
03/12/2021	480115	Check	Hall, Charles	928683	2 AP8845	98.00
03/12/2021	480116	Check	Harrington, Nathan	930389	2 AP8845	79.00
03/12/2021	480117	Check	Hemphill, Trevor	930388	2 AP8845	98.00
03/12/2021	480118	Check	Herzog, Jason	929985	2 AP8845	169.00
03/12/2021	480119	Check	Hill, Wesley	928355	2 AP8845	79.00
03/12/2021	480120	Check	Holmgren, Brenda	929733	2 AP8845	79.00
03/12/2021	480121	Check	Hooks, Desmond	930379	2 AP8845	98.00
03/12/2021	480122	Check	Horizon Commercial Pool Supply	904818	2 AP8845	1,780.43
03/12/2021	480123	Check	Horwath, Karl	930387	2 AP8845	98.00
03/12/2021	480124	Check	Hughes, Dennis Scott	927986	2 AP8845	79.00
03/12/2021	480125	Check	Ibar, Amina	924867	2 AP8845	360.00
03/12/2021	480126	Check	Intermediate School Dist 917	909327	2 AP8845	16,501.74
03/12/2021	480127	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	157.22
03/12/2021	480128	Check	Johnson-Willits, Rondi	500604	2 AP8845	25.00
03/12/2021	480129	Check	JTM Provisions Co Inc	928622	2 AP8845	8,753.15
03/12/2021	480130	Check	Karnas, Lucas	927571	2 AP8845	79.00

## AP Check Register

AP Run: 20210312 AP — Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/12/2021	480131	Check	Kennedy and Graven Chartered	908356	2 AP8845	3,274.50
03/12/2021	480132	Check	Kenney, Patrick	923607	2 AP8845	169.00
03/12/2021	480133	Check	Lentner, Blake	929959	2 AP8845	169.00
03/12/2021	480134	Check	Lightspeed Technologies Inc	926151	2 AP8845	1,573.00
03/12/2021	480135	Check	Louis, Andrew	930386	2 AP8845	79.00
03/12/2021	480136	Check	Lovas, Michael	926491	2 AP8845	98.00
03/12/2021	480137	Check	Marti & Gary's Auto Repair	930382	2 AP8845	721.31
03/12/2021	480138	Check	McDowall Comfort Management	930006	2 AP8845	744.75
03/12/2021	480139	Check	Midwest Blinds	927063	2 AP8845	643.00
03/12/2021	480140	Check	Minnesota Energy Resources	903029	2 AP8845	5,570.22
03/12/2021	480141	Check	Minnesota Quiz Bowl Alliance (MQBA)	929160	2 AP8845	360.00
03/12/2021	480142	Check	Minnesota Valley Electric Cooperative	907448	2 AP8845	12,456.77
03/12/2021	480143	Check	Mohamed, Zahra	929402	2 AP8845	300.00
03/12/2021	480144	Check	Mohammoud, Zahra Ali	928322	2 AP8845	465.00
03/12/2021	480145	Check	Nuvera	902483	2 AP8845	185.55
03/12/2021	480146	Check	Occupational Health of MN, PC	929919	2 AP8845	516.00
03/12/2021	480147	Check	Office Systems And Design Inc	926881	2 AP8845	5,460.00
03/12/2021	480148	Check	Olsen, Chris	930247	2 AP8845	79.00
03/12/2021	480149	Check	Olson Madaus, Kirsten	930631	2 AP8845	256.00

## AP Check Register

AP Run: 20210312 AP — Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/12/2021	480150	Check	One Hour Translation Inc	930391	2 AP8845	1,027.12
03/12/2021	480151	Check	Ordway Center For The Performing Arts	908031	2 AP8845	150.00
03/12/2021	480152	Check	Orkin Commercial Services	926086	2 AP8845	1,301.00
03/12/2021	480153	Check	Perez, Melissa M	924879	2 AP8845	1,500.00
03/12/2021	480154	Check	Play Quiz Bowl LLC	925680	2 AP8845	300.00
03/12/2021	480155	Check	Priester, John	924300	2 AP8845	93.00
03/12/2021	480156	Check	Prior Lake High School	921458	2 AP8845	100.00
03/12/2021	480157	Check	Proshek, Nathan	930385	2 AP8845	79.00
03/12/2021	480158	Check	RAK Construction Inc	929749	2 AP8845	12,228.00
03/12/2021	480159	Check	Ramsdell, James, Jr	930384	2 AP8845	98.00
03/12/2021	480160	Check	Ritter, David	930383	2 AP8845	76.00
03/12/2021	480161	Check	Ryan Mechanical Inc	923241	2 AP8845	43,565.00
03/12/2021	480162	Check	Sachs, Frank	930154	2 AP8845	600.00
03/12/2021	480163	Check	Saul, Michael (Mick)	909154	2 AP8845	262.00
03/12/2021	480164	Check	Schmitt Music	903532	2 AP8845	18.69
03/12/2021	480165	Check	Schmitt & Sons - Contract	909331-2	2 AP8845	574,245.04
03/12/2021	480166	Check	Schmitt & Sons Inc	909331	2 AP8845	13,954.84
03/12/2021	480167	Check	School Nutrition Association (SNA)	926552	2 AP8845	183.50
03/12/2021	480168	Check	SFM	923848	2 AP8845	46,555.00
03/12/2021	480169	Check	Skow, Karen	929575	2 AP8845	2,707.50

## AP Check Register

AP Run: 20210312 AP — Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/12/2021	480170	Check	Soto, Nestor David	926857	2 AP8845	465.00
03/12/2021	480171	Check	South Suburban Conference	926921	2 AP8845	756.00
03/12/2021	480172	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	5,461.00
03/12/2021	480173	Check	Steinolfson, Steve	929937	2 AP8845	76.00
03/12/2021	480174	Check	Struzyk, Todd	931046	2 AP8845	61.00
03/12/2021	480175	Check	Sunbelt Staffing LLC	930344	2 AP8845	3,186.13
03/12/2021	480176	Check	Sundberg, Noah	930365	2 AP8845	380.00
03/12/2021	480177	Check	Symanitz, David	926441	2 AP8845	176.00
03/12/2021	480178	Check	Truelson, Nels W	930350	2 AP8845	172.25
03/12/2021	480179	Check	Turnbull, Blaine	929698	2 AP8845	79.00
03/12/2021	480180	Check	Ugas, Maryan	930345	2 AP8845	465.00
03/12/2021	480181	Check	University of Minnesota-Tuition Third Party Billing	908595	2 AP8845	12,760.00
03/12/2021	480182	Check	Upper Lakes Foods Inc	929826	2 AP8845	25,552.51
03/12/2021	480183	Check	Vike, Broc	926878	2 AP8845	169.00
03/12/2021	480184	Check	Waudby, Jeremy	926130	2 AP8845	93.00
03/12/2021	480185	Check	Xcel Energy	902776	2 AP8845	11,201.69
<b>Total:</b>						<b>\$942,724.26</b>

# AP Check Register

AP Run: 20210312 AP --- Post Date: 2021-03-12 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

<u>Check Date</u>	<u>Check Number</u>	<u>Payment Type</u>	<u>Name</u>	<u>Vendor Number</u>	<u>Bank Account Code</u>	<u>Check Amount</u>
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### 20210312 AP Summary

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular	115	942,724.26
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>115</b>	<b>\$942,724.26</b>

## AP Check Register

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AP Run: 20210318 AP --- Post Date: 2021-03-18 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/18/2021	480186	Check	Dow, Brian K	929301	2 AP8845	1,264.00
<b>Total:</b>						<b>\$1,264.00</b>

### 20210318 AP Summary

Type	Count	Amount
Regular	1	1,264.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$1,264.00</b>

## AP Check Register

AP Run: 20210319 AP — Post Date: 2021-03-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/19/2021	480187	Check	Aramark	901365	2 AP8845	711.28
03/19/2021	480188	Check	Association Of Clerical Employees	904895	2 AP8845	408.00
03/19/2021	480189	Check	Automated Logic Contracting Services	925449	2 AP8845	520.00
03/19/2021	480190	Check	Ayaquica, Sheri	922108	2 AP8845	67.50
03/19/2021	480191	Check	Blackwell, Katrina	500606	2 AP8845	296.00
03/19/2021	480192	Check	CDW Government Inc	920289-1	2 AP8845	61,620.00
03/19/2021	480193	Check	Centerpoint Energy	902519	2 AP8845	55,407.21
03/19/2021	480194	Check	CESO Communications LLC	930130	2 AP8845	5,636.36
03/19/2021	480195	Check	CESO Transportation LLC	930220	2 AP8845	15,607.53
03/19/2021	480196	Check	Churchill, Lee	909840	2 AP8845	98.00
03/19/2021	480197	Check	Comcast	926565-1	2 AP8845	5,486.78
03/19/2021	480198	Check	CST MN - BIN# 170065	929862	2 AP8845	22,974.20
03/19/2021	480199	Check	Cummins Sales & Service	929228-1	2 AP8845	658.73
03/19/2021	480200	Check	Dakota Electric Association	900809	2 AP8845	57,115.86
03/19/2021	480201	Check	Dalco	904186-1	2 AP8845	1,942.13
03/19/2021	480202	Check	DeGezelle, Kevin	924965	2 AP8845	79.00
03/19/2021	480203	Check	Dewald, Rina C	920524	2 AP8845	480.00
03/19/2021	480204	Check	Dialog One LLC	927732	2 AP8845	8,201.25
03/19/2021	480205	Check	Distributed Website Corporation	922061-1	2 AP8845	244.00
03/19/2021	480206	Check	Doffing, Jordan	928991	2 AP8845	76.00

## AP Check Register

AP Run: 20210319 AP — Post Date: 2021-03-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/19/2021	480207	Check	Donnelly, Casey	500611	2 AP8845	5.25
03/19/2021	480208	Check	Duch, Samantha	500610	2 AP8845	49.75
03/19/2021	480209	Check	Education Minnesota	928531	2 AP8845	105.00
03/19/2021	480210	Check	Eichacker, Eric	929302	2 AP8845	98.00
03/19/2021	480211	Check	Ekon-O-Pac LLC	928982	2 AP8845	5,000.00
03/19/2021	480212	Check	Flaminio, Kathryn	924387	2 AP8845	1,499.11
03/19/2021	480213	Check	Foundation 191	928202	2 AP8845	110.24
03/19/2021	480214	Check	Global Communications Wiring & Services LLC	927736	2 AP8845	882.00
03/19/2021	480215	Check	Hall, Charles	928683	2 AP8845	98.00
03/19/2021	480216	Check	Hastings Bus Company	907139	2 AP8845	2,068.19
03/19/2021	480217	Check	Hilger, Merry	909848	2 AP8845	79.00
03/19/2021	480218	Check	Horizon Commercial Pool Supply	904818	2 AP8845	526.07
03/19/2021	480219	Check	Intermediate School Dist 917	909327	2 AP8845	18,483.58
03/19/2021	480220	Check	Jensen, Randy	907850	2 AP8845	24.00
03/19/2021	480221	Check	John's Sewer And Drain Cleaning Inc	928929	2 AP8845	1,505.00
03/19/2021	480222	Check	Johnson Controls Fire Protection LP	903587	2 AP8845	1,223.62
03/19/2021	480223	Check	Johnson, Susan	500609	2 AP8845	59.00
03/19/2021	480224	Check	Jones, Tami	500607	2 AP8845	23.86
03/19/2021	480225	Check	Kelleher Helmrich and Associates	908955	2 AP8845	523.75

## AP Check Register

AP Run: 20210319 AP — Post Date: 2021-03-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/19/2021	480226	Check	Kenney, Patrick	923607	2 AP8845	169.00
03/19/2021	480227	Check	Louis, Andrew	930386	2 AP8845	79.00
03/19/2021	480228	Check	Luong, Joe	925433	2 AP8845	80.00
03/19/2021	480229	Check	Mansfield Oil Company	928793	2 AP8845	10,262.29
03/19/2021	480230	Check	Master Automotive Tire & Quick Lube	928612	2 AP8845	51.28
03/19/2021	480231	Check	Mayer Arts Inc	925512	2 AP8845	392.00
03/19/2021	480232	Check	McDonald Hopkins LLC	930359	2 AP8845	1,236.00
03/19/2021	480233	Check	Merry, Vanessa	929912	2 AP8845	250.00
03/19/2021	480234	Check	Mid City Services	930092	2 AP8845	162.00
03/19/2021	480235	Check	Minnesota Energy Resources	903029	2 AP8845	176.13
03/19/2021	480236	Check	Minnesota Quiz Bowl Alliance (MQBA)	929160	2 AP8845	70.00
03/19/2021	480237	Check	Minnesota School Boards Association - MSBA	902540	2 AP8845	195.00
03/19/2021	480238	Check	MN Dept of Labor and Industry	907914-2	2 AP8845	30.00
03/19/2021	480239	Check	MN Society of Certified Public Accountants	900476	2 AP8845	315.00
03/19/2021	480240	Check	Mohamed, Fadumo Abdirazak	930253	2 AP8845	480.00
03/19/2021	480241	Check	Moulding, Brett D.	930335	2 AP8845	7,000.00
03/19/2021	480242	Check	Multilingual Word Inc	922324	2 AP8845	2,501.25
03/19/2021	480243	Check	Nelson, Jeffrey	500608	2 AP8845	178.15
03/19/2021	480244	Check	Novak, Janice S	902467	2 AP8845	54.00

## AP Check Register

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AP Run: 20210319 AP — Post Date: 2021-03-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/19/2021	480245	Check	Nygaard, Scott	929738	2 AP8845	79.00
03/19/2021	480246	Check	Per Mar Security Services	930354	2 AP8845	2,059.00
03/19/2021	480247	Check	Perez, Melissa M	924879	2 AP8845	540.00
03/19/2021	480248	Check	Professional Wireless Communications	924681	2 AP8845	1,540.00
03/19/2021	480249	Check	RSM US LLP	930358	2 AP8845	690.00
03/19/2021	480250	Check	Second Harvest Heartland	928183	2 AP8845	705.00
03/19/2021	480251	Check	Shred-it c/o Stericycle Inc	924465	2 AP8845	410.30
03/19/2021	480252	Check	Sunbelt Staffing LLC	930344	2 AP8845	7,180.00
03/19/2021	480253	Check	Teachers On Call	929847	2 AP8845	34,469.86
03/19/2021	480254	Check	The Anton Group LLC	929848	2 AP8845	1,125.00
03/19/2021	480255	Check	The Food Group	928651	2 AP8845	1,752.91
03/19/2021	480256	Check	Transportation Plus, Inc.	906215	2 AP8845	187.50
03/19/2021	480257	Check	TriMark	925854	2 AP8845	1,440.00
03/19/2021	480258	Check	Trusted Employees	929957	2 AP8845	33.45
03/19/2021	480259	Check	Tyler Technologies Inc	926380	2 AP8845	4,010.38
03/19/2021	480260	Check	Upper Lakes Foods Inc	929826	2 AP8845	34,208.15
03/19/2021	480261	Check	US Postmaster USPS	904153-1	2 AP8845	4,127.99
<b>Total:</b>						<b>\$388,232.89</b>

# AP Check Register

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AP Run: 20210319 AP --- Post Date: 2021-03-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
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**20210319 AP Summary**

Type	Count	Amount
Regular	75	388,232.89
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>75</b>	<b>\$388,232.89</b>

## AP Check Register

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AP Run: 20210326 AP — Post Date: 2021-03-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/26/2021	480262	Check	Alemeny-Jones, Aurea	923909	2 AP8845	480.00
03/26/2021	480263	Check	Ascend Education	930292	2 AP8845	128.00
03/26/2021	480264	Check	Bix Produce Company	900477	2 AP8845	7,305.75
03/26/2021	480265	Check	Blom, Mary	500613	2 AP8845	162.00
03/26/2021	480266	Check	Boisvert, Lacey	500612	2 AP8845	171.00
03/26/2021	480267	Check	Centerpoint Energy	902519	2 AP8845	625.97
03/26/2021	480268	Check	Chino, William	930044	2 AP8845	60.00
03/26/2021	480269	Check	Cub Foods	900645	2 AP8845	40.81
03/26/2021	480270	Check	Dalco	904186-1	2 AP8845	25,532.09
03/26/2021	480271	Check	Dark Knight Solutions LLC	930357	2 AP8845	350.00
03/26/2021	480272	Check	Deak, Dora	930377	2 AP8845	210.00
03/26/2021	480273	Check	DramaLab LLC	930014	2 AP8845	294.00
03/26/2021	480274	Check	Eagan Forensics Boosters	930048	2 AP8845	225.00
03/26/2021	480275	Check	ECM Publishers Inc	909272	2 AP8845	103.95
03/26/2021	480276	Check	Ehlers	920802-1	2 AP8845	6,067.50
03/26/2021	480277	Check	Field Environmental Consulting Inc	926109	2 AP8845	738.75
03/26/2021	480278	Check	H&B Specialized Products Inc	901641	2 AP8845	2,285.00
03/26/2021	480279	Check	Heacox Hartman Koshmrl Cosgriff Johnson Lane Feenstra	929684-1	2 AP8845	631.75
03/26/2021	480280	Check	Henry, Gina	922490	2 AP8845	180.00

## AP Check Register

AP Run: 20210326 AP — Post Date: 2021-03-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/26/2021	480281	Check	International Gymnastics of MN LLC	926911	2 AP8845	3,192.00
03/26/2021	480282	Check	Inver Hills Community College	901029	2 AP8845	17,600.00
03/26/2021	480283	Check	J Grammond Photography	930360	2 AP8845	30.00
03/26/2021	480284	Check	Kennedy and Graven Chartered	908356	2 AP8845	1,043.00
03/26/2021	480285	Check	Lakeville North Speech Boosters	929973-1	2 AP8845	319.00
03/26/2021	480286	Check	Larsen, Brooke	928690	2 AP8845	76.00
03/26/2021	480287	Check	Larsen, Rick	920596	2 AP8845	76.00
03/26/2021	480288	Check	Mackin Educational Resources	902196	2 AP8845	799.00
03/26/2021	480289	Check	Midwest Language Banc Inc	924523	2 AP8845	8,025.00
03/26/2021	480290	Check	Minnesota Energy Resources	903029	2 AP8845	827.95
03/26/2021	480291	Check	National Association of School Nurses (NASN)	906265	2 AP8845	150.00
03/26/2021	480292	Check	National Treasure Kung Fu Inc	904476	2 AP8845	1,150.61
03/26/2021	480293	Check	NCS Pearson Inc	925372	2 AP8845	180.25
03/26/2021	480294	Check	Office of MNIT Services	906477	2 AP8845	4,769.09
03/26/2021	480295	Check	Perez, Melissa M	924879	2 AP8845	1,080.00
03/26/2021	480296	Check	Recon Auto Parts	929706	2 AP8845	73.26
03/26/2021	480297	Check	Red Wing Business Advantage Account	921851-1	2 AP8845	692.00
03/26/2021	480298	Check	Region 6AA	904555	2 AP8845	280.00
03/26/2021	480299	Check	Roseville Speech	930009	2 AP8845	207.00

## AP Check Register

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AP Run: 20210326 AP — Post Date: 2021-03-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/26/2021	480300	Check	Ryan Mechanical Inc	923241	2 AP8845	4,588.50
03/26/2021	480301	Check	Sachs, Alice	925562	2 AP8845	217.50
03/26/2021	480302	Check	Safeway Driving School	926796	2 AP8845	5,730.00
03/26/2021	480303	Check	Skow, Karen	929575	2 AP8845	665.00
03/26/2021	480304	Check	St Paul Beverage Solutions, LLC	930156	2 AP8845	4,780.91
03/26/2021	480305	Check	Stamm, Amanda	930020	2 AP8845	156.00
03/26/2021	480306	Check	Steve Weiss Music	927704	2 AP8845	286.79
03/26/2021	480307	Check	Tano, Jaclyn	930347	2 AP8845	140.00
03/26/2021	480308	Check	Teachers On Call	929847	2 AP8845	24,744.98
03/26/2021	480309	Check	T-Mobile	929345	2 AP8845	2,661.47
03/26/2021	480310	Check	University of Minnesota-Tuition Third Party Billing	908595	2 AP8845	13,050.00
03/26/2021	480311	Check	Warsame, Kadra	925560	2 AP8845	60.00
03/26/2021	480312	Check	Webb, Barbara Ann	930237	2 AP8845	19.00

## AP Check Register

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AP Run: 20210326 AP --- Post Date: 2021-03-30 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/26/2021	480313	Check	White, Jessica	500614	2 AP8845	85.50
<b>Total:</b>						<b>\$143,347.38</b>

### 20210326 AP Summary

Type	Count	Amount
Regular	52	143,347.38
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>52</b>	<b>\$143,347.38</b>

## AP Check Register

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Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	977,639.51
02 - FOOD SERVICE	131,066.09
03 - TRANSPORTATION	618,932.38
04 - COMMUNITY SERVICE	35,901.43
09 - SCHOLARSHIP FUND	65,074.42
16 - FACILITIES RENTAL	344.25
50 - STUDENT ACTIVITY FUND	113.74
	<b>\$1,829,071.82</b>

## AP Check Register

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AP Run: 20210301 C1 — Post Date: 2021-03-01 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/01/2021	6000000362		Cole Papers Inc	927279-1	2 Virtua	584.04
03/01/2021	6000000363		Grainger	904387-1	2 Virtua	394.41
03/01/2021	6000000364		MEI Total Elevator Solutions	908999-1	2 Virtua	2,541.86
03/01/2021	6000000365		Tri-Dim Filter Corp	929519	2 Virtua	901.42
03/01/2021	6000000366		Trio Supply	903802	2 Virtua	2,411.45
<b>Total:</b>						<b>\$6,833.18</b>

### 20210301 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	5	6,833.18
<b>Total:</b>	<b>5</b>	<b>\$6,833.18</b>

## AP Check Register

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AP Run: 20210310 C1 — Post Date: 2021-03-10 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/10/2021	6000000367		Advanced Imaging Solutions	928551	2 Virtua	2,294.72
03/10/2021	6000000368		Center For The Collaborative Classroom	924466-1	2 Virtua	410.40
03/10/2021	6000000369		Cornerstone Copy Center	900502	2 Virtua	465.50
03/10/2021	6000000370		Grainger	904387-1	2 Virtua	1,918.51
03/10/2021	6000000371		Trane US Inc	904045	2 Virtua	28,997.00
03/10/2021	6000000372		Tri-Dim Filter Corp	929519	2 Virtua	4,040.04
03/10/2021	6000000373		Trio Supply	903802	2 Virtua	7,409.30
<b>Total:</b>						<b>\$45,535.47</b>

### 20210310 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	7	45,535.47
<b>Total:</b>	<b>7</b>	<b>\$45,535.47</b>

## AP Check Register

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AP Run: 20210331 C1 — Post Date: 2021-03-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/31/2021	6000000374		Advanced Imaging Solutions	928551	2 Virtua	342.70
03/31/2021	6000000375		Cole Papers Inc	927279-1	2 Virtua	1,545.14
03/31/2021	6000000376		Grainger	904387-1	2 Virtua	3,219.49
03/31/2021	6000000377		MEI Total Elevator Solutions	908999-1	2 Virtua	8,986.19
03/31/2021	6000000378		Northern Air Corporation (NAC)	920320	2 Virtua	7,368.11
03/31/2021	6000000379		Trio Supply	903802	2 Virtua	11,035.47
03/31/2021	6000000380		Universal Athletic LLC	928417	2 Virtua	163.60
<b>Total:</b>						<b>\$32,660.70</b>

### 20210331 C1 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	7	32,660.70
<b>Total:</b>	<b>7</b>	<b>\$32,660.70</b>

## AP Check Register

114

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	63,421.69
02 - FOOD SERVICE	20,560.70
04 - COMMUNITY SERVICE	1,046.96
	<b>\$85,029.35</b>

## AP Check Register

115

AP Run: 20210303 ACH — Post Date: 2021-03-03 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/03/2021	9000002102	ACH	Bohannon, Susan L	020290	1 AP5800	45.00
03/03/2021	9000002103	ACH	Chesla, Patrick J	018320	1 AP5800	82.60
03/03/2021	9000002104	ACH	Hammer, Jeffrey	011818	1 AP5800	47.59
03/03/2021	9000002105	ACH	Herkenhoff, Patty Ann	014652	1 AP5800	55.00
03/03/2021	9000002106	ACH	Nesvig, Erika	013381	1 AP5800	45.94
03/03/2021	9000002107	ACH	Soderholm, William Eric	006968	1 AP5800	103.00
03/03/2021	9000002108	ACH	Thurber, Laurie	014811	1 AP5800	19.00
<b>Total:</b>						<b>\$398.13</b>

### 20210303 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	7	398.13
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>7</b>	<b>\$398.13</b>

## AP Check Register

116

AP Run: 20210317 ACH — Post Date: 2021-03-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/17/2021	9000002109	ACH	Ellis, Teneasha L	018656	1 AP5800	4.67
03/17/2021	9000002110	ACH	Holewa, Mary A	011153	1 AP5800	70.00
03/17/2021	9000002111	ACH	Kacmarynski, Kristine	017804	1 AP5800	9.00
03/17/2021	9000002112	ACH	Keirstead, Amy	017654	1 AP5800	77.95
03/17/2021	9000002113	ACH	Lake, David	017436	1 AP5800	129.25
03/17/2021	9000002114	ACH	Levinski, Sarah A	018857	1 AP5800	143.18
03/17/2021	9000002115	ACH	Meyer, Jessica M	018679	1 AP5800	223.22
03/17/2021	9000002116	ACH	Moffitt, Leslie Allan	015580	1 AP5800	8.91
03/17/2021	9000002117	ACH	Molina, Luis A	019905	1 AP5800	53.20
03/17/2021	9000002118	ACH	Nelson, Katie L	015010	1 AP5800	24.86
03/17/2021	9000002119	ACH	Pearson, Genevieve L	019994	1 AP5800	102.82
03/17/2021	9000002120	ACH	Peka, Emily	018676	1 AP5800	157.50
03/17/2021	9000002121	ACH	Prugh Ploehn, Kathryn A	017408	1 AP5800	90.92
03/17/2021	9000002122	ACH	Schiller, Lori L	016378	1 AP5800	222.82
03/17/2021	9000002123	ACH	Wurdeman, Scott	010543	1 AP5800	274.96
<b>Total:</b>						<b>\$1,593.26</b>

# AP Check Register

117

AP Run: 20210317 ACH — Post Date: 2021-03-17 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
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### 20210317 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	15	1,593.26
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>15</b>	<b>\$1,593.26</b>

## AP Check Register

118

AP Run: 20210331 ACH — Post Date: 2021-03-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/31/2021	9000002124	ACH	Battle, Theresa F	019927	1 AP5800	500.00
03/31/2021	9000002125	ACH	Bocklund, Timothy	015540	1 AP5800	298.28
03/31/2021	9000002126	ACH	Brandner, Renee	011279	1 AP5800	100.00
03/31/2021	9000002127	ACH	Dehne, Tyler	020322	1 AP5800	200.00
03/31/2021	9000002128	ACH	Gersich, Brian M	019849	1 AP5800	200.00
03/31/2021	9000002129	ACH	Gorton, Rachel	016735	1 AP5800	200.00
03/31/2021	9000002130	ACH	Huber, Erin	012343	1 AP5800	58.89
03/31/2021	9000002131	ACH	Petrella, Sara M	015626	1 AP5800	58.89
03/31/2021	9000002132	ACH	Resele, Anna M	019908	1 AP5800	36.57
03/31/2021	9000002133	ACH	Rider, Lisa K	016166	1 AP5800	200.00
03/31/2021	9000002134	ACH	Sahli, Jonathan C	016816	1 AP5800	79.00
03/31/2021	9000002135	ACH	Sovine, Stacey	017487	1 AP5800	200.00
03/31/2021	9000002136	ACH	Stalock, Sharron C	014226	1 AP5800	58.89
03/31/2021	9000002137	ACH	Vitali, Alicia F	016491	1 AP5800	11.97

## AP Check Register

119

AP Run: 20210331 ACH — Post Date: 2021-03-31 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/31/2021	9000002138	ACH	Warmka, Cheri R	007858	1 AP5800	37.10
<b>Total:</b>						<b>\$2,239.59</b>

### 20210331 ACH Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	15	2,239.59
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>15</b>	<b>\$2,239.59</b>

## AP Check Register

120

Burnsville-Eagan-Savage SD 191, MN

<u>Fund</u>	<u>Total</u>
01 - GENERAL	3,888.69
02 - FOOD SERVICE	172.82
04 - COMMUNITY SERVICE	169.47
	<b>\$4,230.98</b>

## AP Check Register

121

AP Run: 20210319 F26 — Post Date: 2021-03-19 — AP Run Type: R

Burnsville-Eagan-Savage SD 191, MN

Check Date	Check Number	Payment Type	Name	Vendor Number	Bank Account Code	Check Amount
03/19/2021	104056	Check	Armstrong Torseth Skold & Rydeen Inc	926500	6 BOND P	6,155.75
03/19/2021	104057	Check	Electro Watchman Inc	901078	6 BOND P	23,101.94
03/19/2021	104058	Check	Global Communications Wiring & Services LLC	927736	6 BOND P	4,816.00
03/19/2021	104059	Check	Office Systems And Design Inc	926881	6 BOND P	25,190.00
03/19/2021	104060	Check	Per Mar Security Services	930354	6 BOND P	9,309.58
<b>Total:</b>						<b>\$68,573.27</b>

### 20210319 F26 Summary

Type	Count	Amount
Regular	5	68,573.27
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>5</b>	<b>\$68,573.27</b>

# AP Check Register

<u>Fund</u>	<u>Total</u>
26 - BOND REFERENDUM	68,573.27
	<b>\$68,573.27</b>



**Agenda IV.A.5**  
**May 27, 2021**

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

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

**Date: May 18, 2021**

**Re: Budget Analysis for the Month Ending March 31, 2021**

**Recommendation:** That the Board accepts the Budget Analysis for the month ending March 31, 2021.

The March Budget Reports are presented for Board information and review. The reports indicate the following:

	<u>Year-to-Date Revenue</u>	<u>% of Revised Budget</u>	<u>Year-to-Date Expenditures</u>	<u>% of Revised Budget</u>
All Funds	\$ 135,145,620	77.19%	\$ 127,424,008	72.61%
General Fund	\$ 99,499,179	78.45%	\$ 80,489,792	62.97%

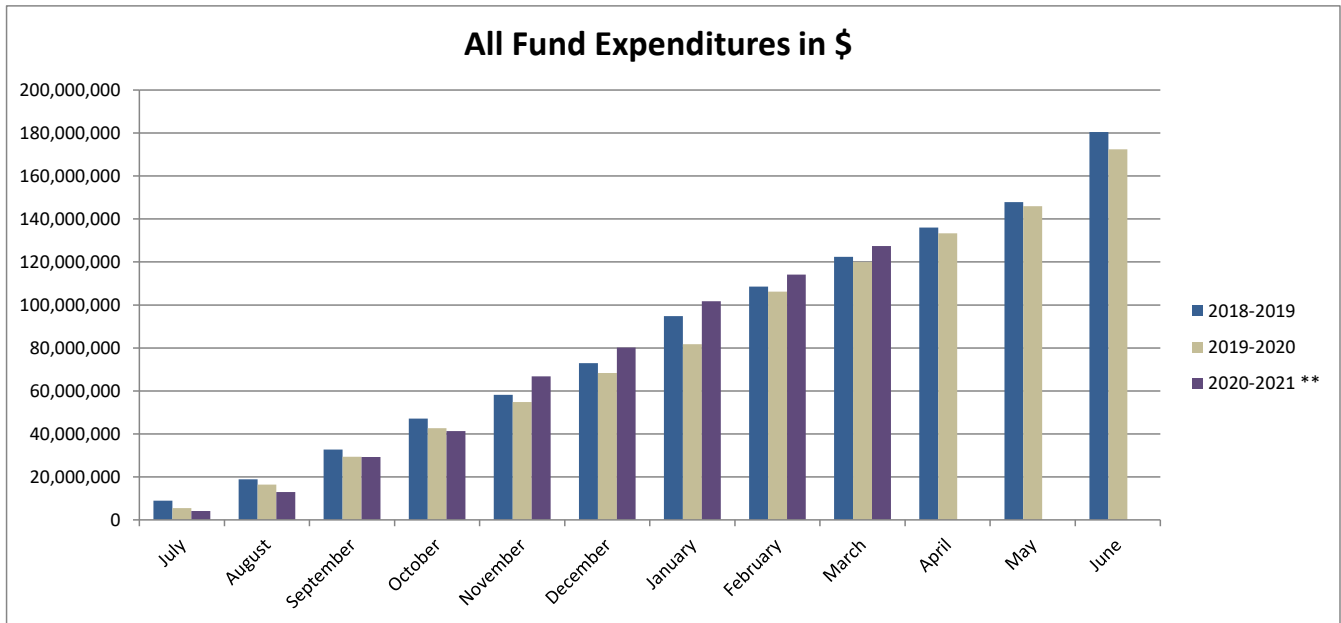
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

Revenues Year-to-Date for Last two years and Current year  
Expenditures Year-to-Date for Last two years and Current year

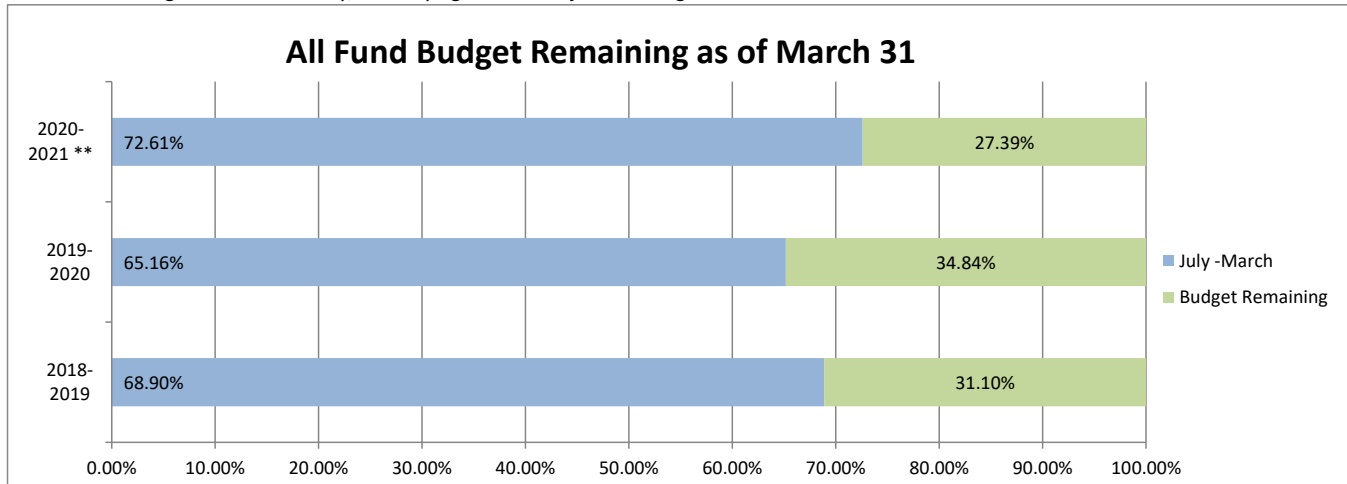
All of the reports and graphs show last year's actual figures, this year's budget and this year's activity to day. Additional detail is available upon request.

**EXPENDITURE COMPARISON  
ALL FUNDS**

	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	8,969,704	5.05%	5,527,131	3.00%	4,161,163	2.37%
August	18,843,572	10.61%	16,468,457	8.95%	12,960,019	7.39%
September	32,740,412	18.44%	29,323,003	15.94%	29,276,419	16.68%
October	47,082,647	26.51%	42,659,629	23.19%	41,337,999	23.56%
November	58,133,122	32.74%	54,807,687	29.79%	66,786,538	38.06%
December	72,901,898	41.05%	68,333,711	37.14%	80,187,237	45.69%
January	94,821,290	53.40%	81,733,856	44.42%	101,774,572	57.99%
February	108,536,123	61.12%	106,174,331	57.71%	114,159,999	65.05%
March	122,350,806	68.90%	119,896,778	65.16%	127,424,008	72.61%
April	136,060,010	76.62%	133,324,048	72.46%		0.00%
May	147,894,022	83.28%	145,975,143	79.34%		0.00%
June	180,511,422	101.65%	172,410,094	93.71%		0.00%
<b>BUDGET</b>	<b>177,577,573</b>	<b>100.00%</b>	<b>183,989,992</b>	<b>100.00%</b>	<b>175,489,038</b>	<b>100.00%</b>

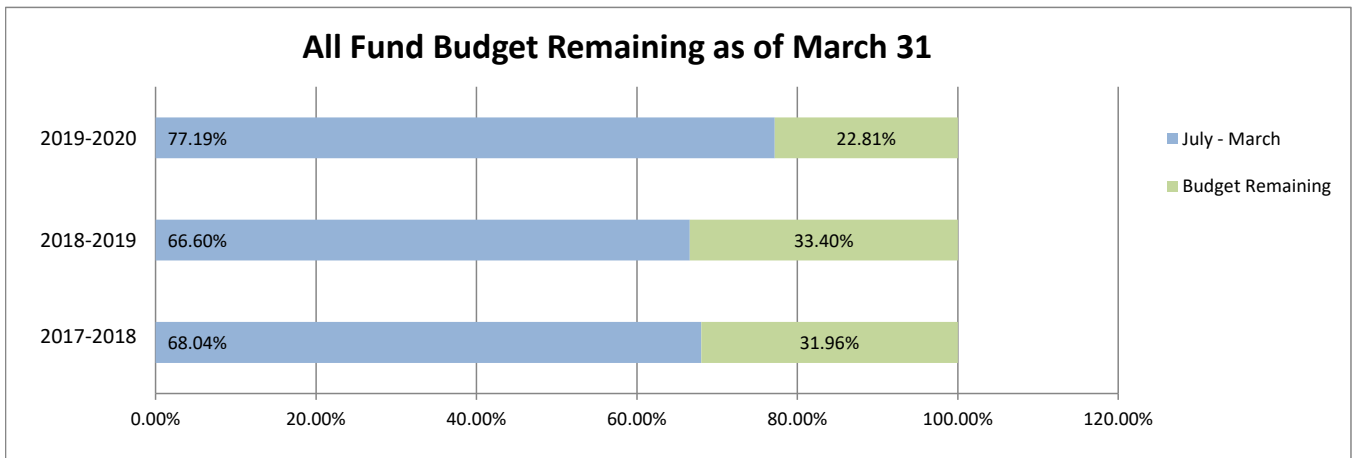
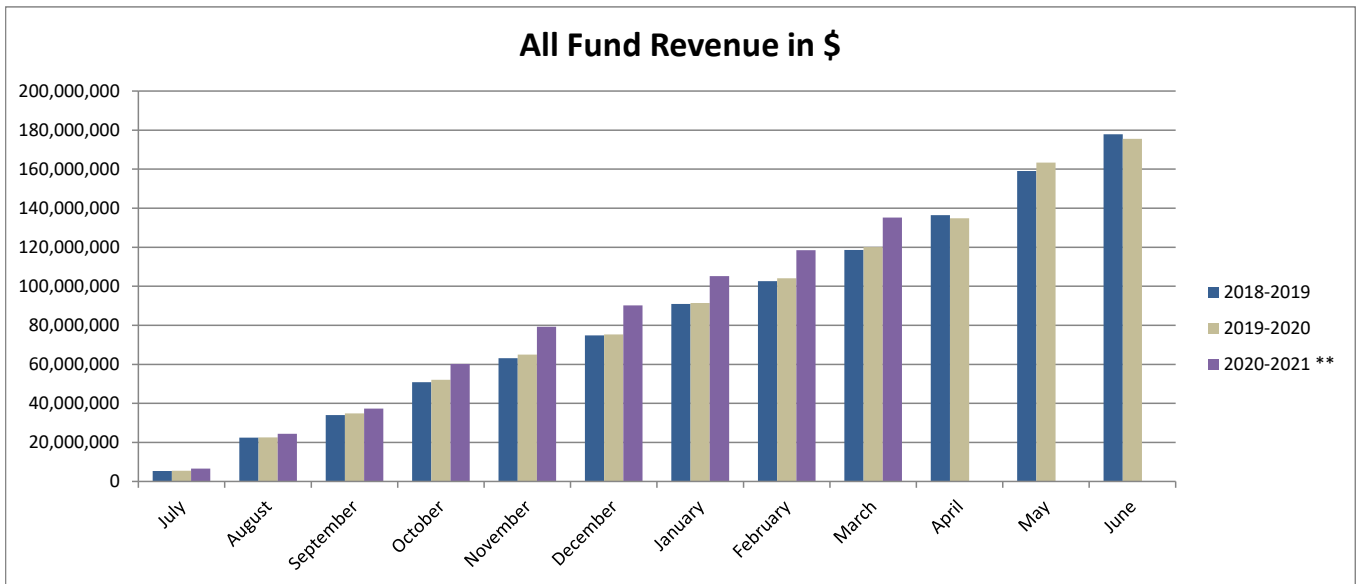


\*\*based on timing of financial activity, monthly figures are subject to change



**REVENUE COMPARISON  
ALL FUNDS**

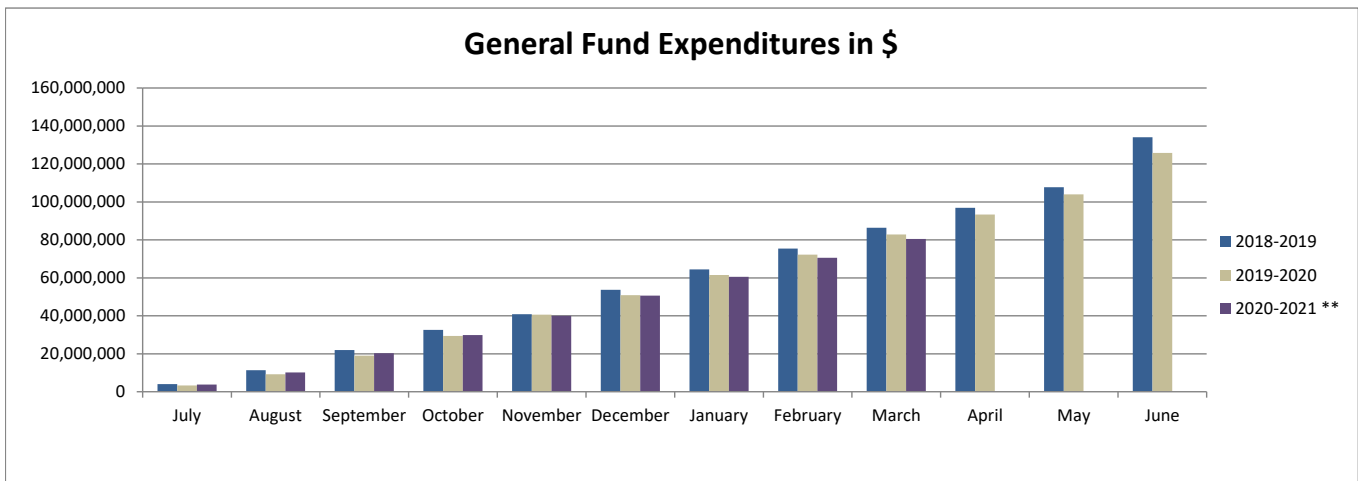
	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	5,335,129	3.06%	5,485,241	3.04%	6,620,236	3.78%
August	22,416,157	12.86%	22,594,027	12.53%	24,449,121	13.97%
September	34,008,972	19.51%	34,813,133	19.31%	37,281,481	21.30%
October	50,811,471	29.14%	52,091,920	28.89%	60,191,821	34.38%
November	63,156,262	36.22%	64,950,000	36.02%	79,230,645	45.26%
December	74,878,779	42.95%	75,350,271	41.79%	90,216,277	51.53%
January	90,963,532	52.17%	91,452,688	50.72%	105,203,363	60.09%
February	102,665,589	58.89%	104,037,421	57.70%	118,425,446	67.64%
March	118,617,121	68.04%	120,089,341	66.60%	135,145,620	77.19%
April	136,463,266	78.27%	134,860,140	74.79%		0.00%
May	159,031,720	91.22%	163,402,130	90.62%		0.00%
June	177,830,694	102.00%	175,487,024	97.33%		0.00%
<b>BUDGET</b>	<b>174,346,301</b>	<b>100.00%</b>	<b>180,308,051</b>	<b>100.00%</b>	<b>175,070,662</b>	<b>100.00%</b>



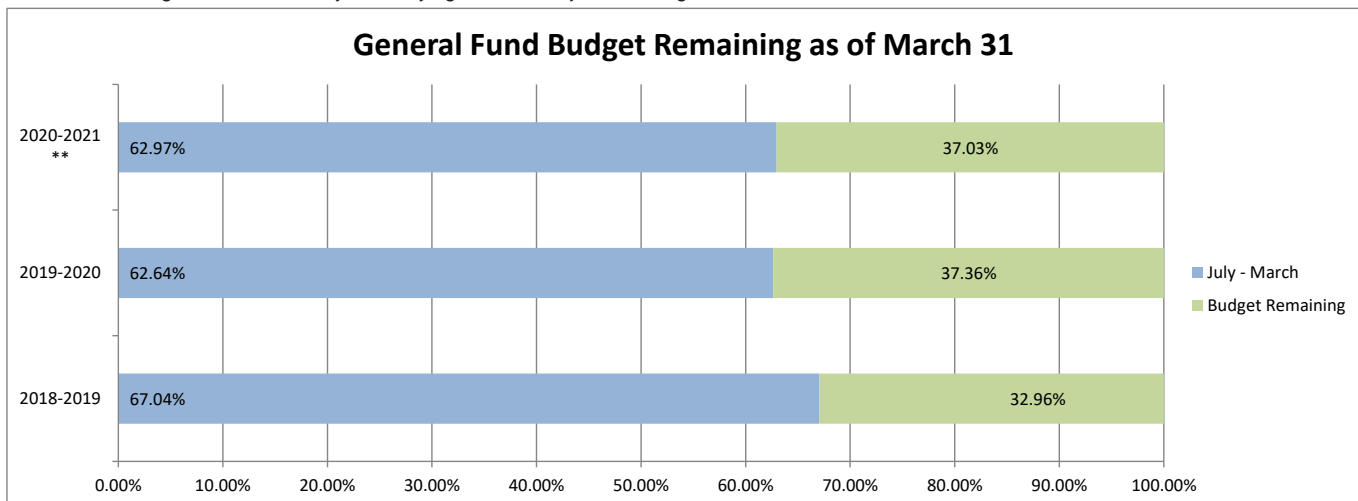
\*\* The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**EXPENDITURE COMPARISON  
GENERAL FUND**

	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	4,062,789	3.16%	3,278,040	2.48%	3,830,485	3.00%
August	11,344,843	8.81%	9,235,858	6.99%	10,102,268	7.90%
September	22,000,174	17.09%	19,056,078	14.41%	20,263,399	15.85%
October	32,530,513	25.26%	29,431,382	22.26%	29,884,626	23.38%
November	40,831,427	31.71%	40,610,524	30.72%	39,951,311	31.25%
December	53,644,305	41.66%	50,859,427	38.47%	50,679,149	39.65%
January	64,422,832	50.03%	61,440,209	46.47%	60,586,868	47.40%
February	75,366,706	58.53%	72,157,858	54.58%	70,585,485	55.22%
March	86,317,866	67.04%	82,820,131	62.64%	80,489,792	62.97%
April	96,837,872	75.21%	93,356,204	70.61%		0.00%
May	107,680,428	83.63%	103,944,142	78.62%		0.00%
June	134,041,181	104.10%	125,799,767	95.15%		0.00%
<b>BUDGET</b>	<b>128,759,941</b>	<b>100.00%</b>	<b>132,208,436</b>	<b>100.00%</b>	<b>127,825,136</b>	<b>100.00%</b>

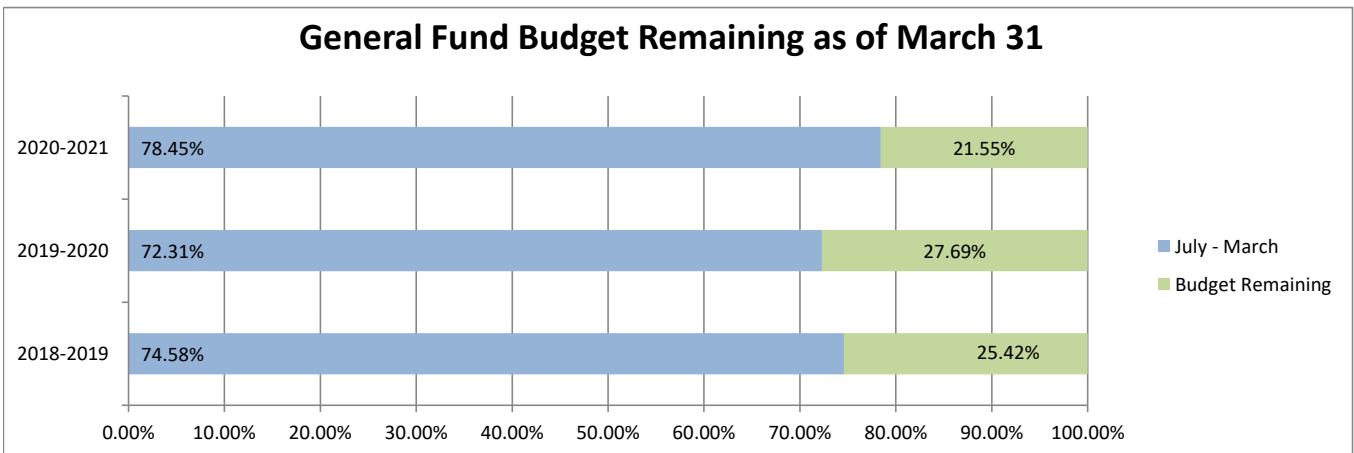
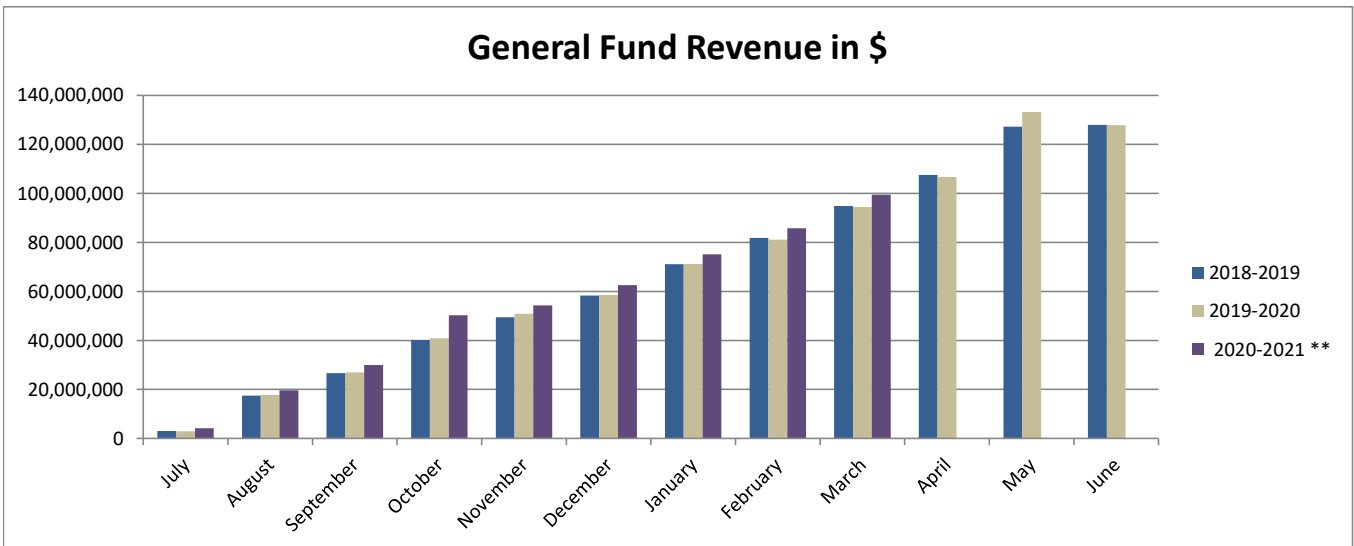


\*\*based on timing of financial activity, monthly figures are subject to change



**REVENUE COMPARISON  
GENERAL FUND**

	2018-2019		2019-2020		2020-2021 **	
	\$	%	\$	%	\$	%
July	3,049,011	2.40%	2,952,734	2.26%	4,121,276	3.25%
August	17,467,026	13.74%	17,728,648	13.58%	19,629,925	15.48%
September	26,603,063	20.93%	26,994,038	20.67%	29,931,349	23.60%
October	40,148,304	31.58%	40,875,100	31.30%	50,316,363	39.67%
November	49,468,991	38.91%	50,901,641	38.98%	54,307,833	42.82%
December	58,346,985	45.90%	58,488,110	44.79%	62,526,733	49.30%
January	71,139,741	55.96%	71,248,272	54.57%	75,125,994	59.23%
February	81,874,274	64.41%	81,110,930	62.12%	85,777,425	67.63%
March	94,812,594	74.58%	94,414,841	72.31%	99,499,179	78.45%
April	107,566,443	84.62%	106,747,578	81.75%		0.00%
May	127,198,187	100.06%	133,202,884	102.02%		0.00%
June	127,946,448	100.65%	127,889,261	97.95%		0.00%
<b>BUDGET</b>	<b>127,122,457</b>	<b>100.00%</b>	<b>130,570,739</b>	<b>100.00%</b>	<b>126,834,491</b>	<b>100.00%</b>



\*\* The year to year comparison will vary due to the timing of the reversal of prior year accruals and based on timing of financial activity, monthly figures are subject to change

**Agenda IV.A.6.**  
**May 27, 2021**

**To:** Board of Education  
**From:** Dr. Theresa Battle, superintendent  
**Date:** May 20, 2021  
**Re:** Receive a Report about the Listening Session

**Recommendation:** Receive a Report about the Listening Session on May 13, 2021 from Dr. Theresa Battle. Superintendent.

Board Listening Session May 13, 2021

1. Michelle Henderson (employee) - Funding school counselors for summer work  
Restore summer work days for secondary counselors.
2. Daniel Trajano (community member) - Electric busses  
Concerned about diesel school bus emissions. He is asking school board members to sign a pledge that every 191 students will ride in an electric bus.
3. Jenny Hugstad-Vaq (community member) – Replacement of diesel school buses with electric school buses. She asked board members to sign a pledge.
4. Pat Mosey (Teacher) – wants districts to support electric busses and expand education about the issue. Asked school board members to sign pledge.



**Agenda IV.A.7.  
May 27, 2021**

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

**From:** Guillaume Paek, director of athletics

**Date:** May 20, 2021

**Re:** Approve the Application for Cooperative Sponsorship of Cross-Country (boys)

**Recommendation:** that the Board of Education approves the Application for Cooperative Sponsorship of Cross-Country (boys).

## Application for Cooperative Sponsorship

**Deadline: Not later than the first day of practice for that sport season.**

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Cross Country (boys) beginning with the 20\_21\_ - 20\_22\_ school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Burnsville High School	2035	Burnsville, MN	3AA	3AA
High School #2:	BlueSky Charter School	460	Bloomington, MN		
High School #3:					
High School #4:					

\*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

\*\*Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?  
 **Yes** This application must include a review and comments from the conference(s) of which the schools are members.  
 **No**
- Do any of the above schools currently have a cooperative agreement in this activity?  
 **Yes** An application for dissolution must be submitted for the existing agreement.  
 **No**
- Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About%20MSHSL/Membership%20Information%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))

### Non-Exclusive Cooperative Sponsorship

- List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	4	1	3	2	4	5
High School #2	0	0	1	0	0	0
High School #3						
High School #4						

- Team Identification: (Indicate how cooped schools should be identified in tournament programs): Burnsville

- Team Colors: Black and Gold Team Mascot: Blaze

- Host School (school that will receive revenue share check): Burnsville High School

Board of Education (or designee)	School	Date
----------------------------------	--------	------

Signed \_\_\_\_\_

*Auyhansen*

\_\_\_\_\_ BlueSky Charter School \_\_\_\_\_ 5/4/21 \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

**Official Action of the MSHSL Board of Directors**

Approved
  Not Approved

Signature: \_\_\_\_\_  
MSHSL Executive Director

Date: \_\_\_\_\_



**Agenda IV.A.8.  
May 27, 2021**

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

**From:** Eric Miller, board chair

**Date:** May 20, 2021

**Re:** Approve Scheduling a Retreat on June 3, 2021

**Recommendation:** that the Board of Education approves scheduling a retreat on June 3, 2021 at 6:30 p.m. at Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville for equity training.



Agenda Item  
IV.B.1.  
May 27, 2021

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

**FROM:** Brian Gersich, Assistant Superintendent

**DATE:** May 21, 2021

**RE:** Reinstatement of Elementary Activities (Close gaps and raise achievement for all students)

**Speaker:** Brian Gersich, Assistant Superintendent

**RECOMMENDATION:** That the Board of Education approve the reinstatement of elementary activities (Technology Club, Student Council, Peer Leaders and Science Fair) starting the 2021-2022 school year.



Agenda Item  
IV B:2  
May 27, 2021

**TO:** Members, Board of Education

**FROM:** Dr. Theresa Battle, Superintendent

**DATE:** May 27, 2021

**RE:** Adoption of Vision & Core Values

**Speaker:** Aaron Tinklenberg, Communications Director

**RECOMMENDATION:** That the Board of Education adopt the proposed Vision Statement and Core Values to replace current language as part of the District 191 Strategic Roadmap and update the Roadmap title to remove reference to the years 2015-2020.



## *Vision and Core Values*

Proposed update to the District 191  
Strategic Roadmap - May 27, 2021

### Vision Statement

*Our vision statement uses aspirational language to communicate our purpose — it's the change we intend to make in the world.*

We will be a school district that provides transformative learning experiences that mirror students' own stories, and where students will:

- Be **equipped to meet rigorous academic challenges** that build their capacity to pursue excellence,
- **Embrace the humanity of all people and welcome diverse perspectives** and voices, and
- Be **supported by a caring community** that sparks their curiosity and fuels their progress down a self-determined path.

### Core Values

*Our core values express what we stand for and what we believe in. They are our foundation. **They represent the lens through which all our work is done.***

***In District 191, we believe in (stand for) ...***

#### **Caring Community**

Our culture will actively encourage and embrace each member of the community, creating a sense of support that fosters their individual growth and pursuit of learning.

#### **Cultural Proficiency**

Our school community will work to understand our assumptions and biases, making a commitment to value and manage cultural uniquenesses and adapt education to meet the needs of each student.

#### **Future Readiness**

Our students will know they are ready to meet every next challenge through the confidence that comes from adventurous exploration and rigorous academics.

#### **Inclusive Partnership**

Our collaboration and communication will inspire a culture of trust where students, families and staff are reflected in decisions that shape our district.

### **Student Agency**

Our students will make choices that personalize their learning journey, proactively building a day-to-day experience that leads them toward their passion and purpose.

**BURNSVILLE – EAGAN – SAVAGE  
INDEPENDENT SCHOOL DISTRICT 191  
HUMAN RESOURCES**

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

From: Stacey Sovine  
Executive Director of Human Resources

Date: May 27<sup>th</sup>, 2021

RE: Resolution Terminating Classified Staff

**RECOMMENDATION:** It is the recommendation that the Board of Education adopt the following resolution:

**BE IT RESOLVED,** by the Board of Education of Independent School District 191, that the following classified personnel are hereby laid off from their positions, effective 6/10/2021.

<u>Name</u>	<u>Location</u>	<u>FTE Reduction</u>
Waters, Stacie	Hidden Valley	0.21875
Abdi, Rahima A	Gideon Pond	0.125
Voris, Quincy B	Hidden Valley	0.0625
Omar, Rahmo B	Nicollet	0.625

**BE IT FURTHER RESOLVED,** that written notice is sent to said teachers regarding termination and nonrenewal of his/her contract as provided by law.



To: Members, Board of Education

**Agenda Item IV.B.4.  
May 27, 2021**

From: Rachel Gorton, Director of Technology

Date: May 27, 2021

Re: Approve Purchase of Interactive Panels for Elementary Schools

**RECOMMENDATION:** That the Board of Education approve the allocation of funds to replace interactive panels for elementary schools and authorize the Executive Director of Business Services to finalize contracts up to \$750,000

Classroom technology upgrades were planned for SY2020-2021 including the replacement of aging SMARTBoards. This recommendation requests the funds to replace the majority of our elementary SMARTboards with updated interactive panels.

The majority of our current SMARTboards are model SB680 and became End of Life on October 31, 2019. End of life indicates the date that the manufacturer discontinued support for the device. While this is not a hard stop date to using the product, it does indicate that parts and support will no longer be available and that important security updates will not be applied. These devices are over 10 years old.

Our original review of elementary classroom technology began over four years ago with the Elementary Technology Steering Committee and was rekindled earlier this year. We evaluated multiple options and vendors of interactive panels and determined that the Newline boards provided the modern features we are looking for at the most cost effective price. Newline TRU TOUCH Interactive Displays, carts, cables, and onboard computers will be purchased with these funds using the State Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW).

Funding for this purchase will utilize funds that were set aside and unspent in FY21 Technology Levy and FY22 Technology Levy funds. These are funds that were earmarked for elementary classroom updates.

It is recommended the board approve the allocation of funds to replace interactive panels for elementary schools and authorize the Executive Director of Business Services to finalize contracts up to \$750,000.

**Agenda IV.B.5.  
May 27, 2021**

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

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

**Date:** May 20, 2021

**Re:** Changes to Policies 513: *Student Promotion, Retention and Program Design*, 601: *School District Curriculum and Instruction Goals*, and 603: *Curriculum Development*

**Recommendation:** that the Board of Education approves, on a first reading basis, changes to Policies 513: *Student Promotion, Retention and Program Design*, 601: *School District Curriculum and Instruction Goals*, and 603: *Curriculum Development*.

Policy 513 was reviewed by the Policy Review Committee on April 12, 2021, and May 17, 2021.

- Changes were made to Policy 513 based on feedback from the committee during a rotational review.

Policies 601 and 603 were reviewed by the Policy Review Committee on May 17, 2021.

- MSBA: Statutory change adding dyslexia screening and additional reporting
- On Policy 601.
- MSBA: Adds language regarding dyslexia screening to policy 603.

*Adopted: 2/08*

*Burnsville-Eagan-Savage School District Policy 513*

*Reviewed: 8/24/2017/5/27/2021*

*Revised: 9/14/2017*

*Rescinds: IKE, JECA*

## **513 STUDENT PROMOTION, RETENTION, ACCELERATION AND PROGRAM DESIGN**

### **a. PURPOSE**

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention, acceleration, program design and grade placement.

### **b. GENERAL STATEMENT OF POLICY**

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and remedial programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

#### **A. Promotion**

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year.

#### **B. Retention**

Retention of a student may be considered when professional staff and/or parents have evidence that it is in the best interest of the student. Physical development, maturity, and emotional factors shall be considered as well as scholastic achievement. The superintendent's decision shall be final.

#### **C. Acceleration**

1. The School Board recognizes that in certain situations it may be in the student's best interest to accelerate the placement of a student in instruction programs appropriate to the student's academic, social, and personal development levels.
2. Acceleration is the placement of a student in an instructional program that is more age and/or academically appropriate. The student may be considered for acceleration only if the following can be demonstrated clearly:
  - a. A high level of academic achievement in all areas of the curriculum with special emphasis on reading, writing, and mathematics.
  - b. Intellectual ability two (2) standard deviations above the norm.
  - c. Social and emotional maturity.

d. High degree of persistence.

1. A request for acceleration should be directed to the principal. An acceleration team comprised of the principal(s), present grade level teacher(s), previous year teacher(s), gifted coordinator, and school psychologist will be convened to review the request; interview the student, parent, and teachers; review test data; and develop a recommendation. If the proposed placement may result in a change in school, representation from that school must be included.

D. Program Design

1. The superintendent and/or designees, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. A process to assess and evaluate students for program assignment shall be developed in coordination with such programs. Opportunities for special programs including placement outside of the school district shall also be developed as additional options. All programs will be aligned with world's best workforce and the District 191 Strategic Roadmap.
2. The school district will adopt guidelines for assessing and identifying students for participation in gifted and talented programs. The guidelines should include the use of:
  - a. multiple objective criteria; and
  - b. assessments and procedures that are valid and reliable, fair, and based on current theory and research. Assessments and procedures should be [designed to eliminate disproportionality in identification and services sensitive to under-presented groups, including but not limited to, race, ethnicity, eligibility for economic assistance, twice exceptional, and English language proficiency. sensitive to under-represented groups, including, but not limited to, low income, minority, twice exceptional, and English learners.](#)
3. The school district will adopt procedures for the academic acceleration of gifted and talented students. These procedures will include how the school district will:
  - a. assess a student's readiness and motivation for acceleration; and
  - b. match the level, complexity, and pace of the curriculum to a student to achieve the best type of academic acceleration for that student.

4. The school district will adopt procedures which describe the comprehensive evaluation in cognitive, social, and emotional development domains to help determine a child's ability to meet kindergarten grade expectations and progress to first grade in the subsequent year for early admission to kindergarten or first grade of gifted and talented learners. The procedures must be sensitive to under-represented groups.

E. Grade Placement

A procedure for screening and identifying students for grade assignment shall be developed.

5. Records for new students will be reviewed to determine grade placement. These records will include information on attendance, health, special education, ELL, gifted/talented, academic performance and documented completion of grade level or credit requirements.
6. After review, if the placement decision is unclear, the principal will assemble an administrative team including a principal from elementary, middle and high school and others, as appropriate.
7. A recommendation from this team will go to the superintendent for final approval. The superintendent's decision will be final.

**Legal References:** Minn. Stat. § 120B.15 (Gifted and Talented Program)  
Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

**Cross References:** Burnsville-Eagan-Savage School District Policy 613 (Graduation Requirements)  
Burnsville-Eagan-Savage School District Policy 614 (School District Testing Plan and Procedure)  
Burnsville-Eagan-Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
Burnsville-Eagan-Savage School District Policy 617 (School District Ensurance of Preparatory and High School Standards)  
Burnsville-Eagan-Savage School District Policy 618 (Assessment of Student Achievement)  
Burnsville-Eagan-Savage School District Policy 620 (Credit for Learning)

*Adopted: 6/1986*

*Burnsville-Eagan-Savage School District Policy 601*

*Reviewed: ~~10/26/2017~~5/27/2021*

*Revised: 11/16/2017*

*Rescinds: IA-AE (rescinded on 9/2012 by Policy 104)*

## **601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS**

### **I. PURPOSE**

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards and federal law and are aligned with creating the world's best workforce.

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

The policy of the school district is to establish the "world's best workforce" in which all learning in the school district should be directed and for which all school district learners should be held accountable in order to be real-world ready.

### **III. DEFINITIONS**

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "Curriculum" means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.
- D. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- E. "Performance measures" are measures to determine school district and school site progress in striving to create the world's best workforce and must include at least the following:
  - 1. the size of the academic achievement gap and rigorous course taking, including college-level advanced placement, <sup>5</sup> postsecondary enrollment options including concurrent enrollment, other statutorily recognized courses of study or industry certification courses or programs and enrichment experiences by student subgroup;

2. student performance on the Minnesota Comprehensive Assessments;
  3. high school graduation rates; and
  4. career and college readiness under Minn. Stat. § 120B.30, Subd. 1.
- F. “World’s best workforce” means striving to: meet school readiness goals; have all third-grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.
- G. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

#### **IV. LONG-TERM STRATEGIC PLAN**

- A. The school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world’s best workforce and includes the following:
1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for identified state and federal categories;
  2. a process to assess and evaluate each student’s progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and accelerate their instruction, adopt procedures for early admission to kindergarten or first grade of gifted and talented learners which are sensitive to under- represented groups, and identifying the strengths and weaknesses of instruction affecting students’ progress and growth toward career and college readiness and leading to the world’s best workforce;
  3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, students’ access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minn. Stat. § 120B.35, Subd. 3(b)(2), and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5;

4. strategies for improving instruction, curriculum, and student achievement; and, where practicable, the native language development and the academic achievement of English learners;
5. a process to examine the equitable distribution of teachers and strategies to ensure low-income and minority children are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
6. education effectiveness practices that integrate high-quality instruction, rigorous curriculum, technology, and a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and;
7. an annual budget for continuing to implement the school district plan.

B. School district and school site goals will meet all state and federal requirements.

1. All students will be required to demonstrate essential skills to effectively participate in life long learning. These skills include: reading, writing, speaking, listening, and viewing in the English language;
  - a. mathematical and scientific concepts;
  - b. locating, organizing, communicating, and evaluating information and developing methods of inquiry (i.e., problem solving);
  - c. creative and critical thinking, decision making, and study skills;
  - d. work readiness skills;
  - e. global and cultural understanding.
2. The criteria for acceptable performance in basic skills areas may need to be modified for students with unique learning needs. These modifications will be reflected in the Individualized Education Program (IEP) or Rehabilitation Act Section 504 Accommodation plan.

B.

- Legal References:**
- Minn. Stat. § 120B.018 (Definitions)
  - Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
  - Minn. Stat. § 120B.11 (School District Process)
  - Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
  - Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)
  - Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
  - Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
  - Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
  - Minn. Stat. § 123B.147, Subd. 3 (Principals)
  - 20 U.S.C. § 5801, *et seq.* (National Education Goals 2000)
  - 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:*** Burnsville Eagan Savage School District Policy 104 (School District Mission Statement)  
Burnsville Eagan Savage School District Policy 613 (Graduation Requirements)  
Burnsville Eagan Savage School District Policy 614 (School District Testing Plan and Procedure)  
Burnsville Eagan Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
Burnsville Eagan Savage School District Policy 616 (School District System Accountability)  
Burnsville Eagan Savage School District Policy 618 (Assessment of Student Achievement)

*Adopted: 5/1985*

*Burnsville-Eagan-Savage School District Policy 603*

*Reviewed: 10/26/2017*

*Revised: ~~11/16/2017~~ MSBA 2019*

*Rescinds: IF*

## **603 CURRICULUM DEVELOPMENT**

### **I. PURPOSE**

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

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

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

### **III. RESPONSIBILITY**

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its school sites, and shall include parent, teacher, support staff, student, community residents, and administration representation, and shall provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents shall comprise at least two-thirds of advisory committee members.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
  - 1. Provide for articulation of courses of study from kindergarten through grade twelve.
  - 2. Identify minimum objectives for each course and at each elementary grade level.
  - 3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.

4. Provide a program evaluating student progress towards achieving academic goals.
5. Provide for specific, particular, and special needs of all members of the student community.
6. Develop a local literacy plan to: have every child, including English learners, reading at or above grade level no later than the end of grade 3; and to have teachers providing comprehensive, scientifically-based reading instruction consistent with law.
7. Integrate required and elective course standards in the scope and sequence of the district curriculum.
8. Meet all applicable requirements of the Minnesota Department of Education and federal law.

D. Students identified as not reading at grade level by the end of kindergarten, grade 1, and grade 2 must be screened for characteristics of dyslexia. Students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified. See Minn. Stat. § 120B.12, Subd. 2.

E. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minn. Stat. § 120A.20, Subd. 1(c). A student's plan under this section shall continue while the student is enrolled.

F. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.

GE. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

**Legal References:** Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)  
Minn. Stat. § 120B.11 (School District Process)  
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)  
Minn. Rules Part 3500.0550 (Inclusive Educational Program)  
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
 Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)  
 Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)  
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:*** Burnsville Eagan Savage School District Policy 604 (Instructional Curriculum)  
 Burnsville Eagan Savage School District Policy 605 (Alternative Programs)  
 Burnsville Eagan Savage School District Policy 613 (Graduation Requirements)  
 Burnsville Eagan Savage School District Policy 614 (School District Testing Plan and Procedure)  
 Burnsville Eagan Savage School District Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
 Burnsville Eagan Savage School District Policy 616 (School District System Accountability)  
 Burnsville Eagan Savage School District Policy 617 (School District Ensurance of Preparatory and High School Standards)  
 Burnsville Eagan Savage School District Policy 618 (Assessment of Student Achievement)  
 Burnsville Eagan Savage School District Policy 619 (Staff Development for Standards)  
 Burnsville Eagan Savage School District Policy 620 (Credit for Learning)  
 Burnsville Eagan Savage School District Policy 623 (Mandatory Summer School Instruction)

**Agenda IV.B.6.  
May 27, 2021**

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

**From:** Brian Gersich, assistant superintendent

**Date:** May 20, 2021

**Re:** Changes to Policies 422: *Policies Incorporated by Reference*, 501: *School Weapons Policy*, 502: *Search of Student Lockers, Desks, Personal Possessions, and Student's Person*, and 526: *Hazing Prohibition*

**Recommendation:** that the Board of Education approves, on a first reading basis, changes to Policies 422: *Policies Incorporated by Reference*, 501: *School Weapons Policy*, 502: *Search of Student Lockers, Desks, Personal Possessions, and Student's Person*, and 526: *Hazing Prohibition*.

Policy 422 was reviewed by the Policy Review Committee on May 17, 2021.

- The policy changes are a result of suggestions from administration and the Policy Review Committee.

Policies 501, 502 and 526 were reviewed by the Policy Review Committee on April 12, 2021, and May 17, 2021.

- The policies were reviewed as part of a rotation and the Policy Review Committee requested changes to the policies.

Adopted: 9/10/2015

Burnsville-Eagan-Savage School District Policy 422

Reviewed: ~~11/15/2018~~ 5/27/2021

Revised: 9/24/2020

Rescinds:

## 422 POLICIES INCORPORATED BY REFERENCE

### PURPOSE

Certain policies as contained in this policy reference manual are applicable to employees, contractors, volunteers as well as to students. In order to avoid undue duplication, the school district provides notice by this section of the application and incorporation by reference of the following policies which also apply to employees:

Policy 102	Equal Educational Opportunity
Policy 103	Complaints – Students, Employees, Parents, Other Persons
<u>Policy 105</u>	<u>Equity, Access and Excellence in Education</u>
Policy 206	Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations
Policy 211	Criminal or Civil Action Against School District, School Board Member, Employee, or Student
Policy 305	Policy Implementation
Policy 401	Equal Employment Opportunity
Policy 505	Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees
Policy 507	Corporal Punishment
Policy 510	Student Activities
Policy 511	Fundraising
<u>Policy 514</u>	<u>Bullying Prohibition Policy</u>
Policy 517	Student Recruiting
Policy 518	DNR-DNI Orders
Policy 519	Interviews of Students by Outside Agencies
Policy 522	Title IX Sex Nondiscrimination Policy and Grievance Procedure
Policy 524	Internet Acceptable Use and Safety Policy
Policy 525	Violence Prevention
<u>Policy 526</u>	<u>Hazing Prohibition</u>
Policy 610	Field Trips
Policy 710	Extracurricular Transportation
Policy 711	Video Recording on School Buses
Policy 712	Video Surveillance Other Than on Buses
Policy 802	Disposition of Obsolete Equipment and Material

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

*Legal References:*

*Cross References:*

Adopted: 9/24/2015  
 Reviewed: 3/9/2017/5/27/2021  
 Revised: 3/23/2017  
 Rescinds:

*Burnsville-Eagan-Savage School District Policy 501*

## **501 SCHOOL WEAPONS POLICY**

### **I. PURPOSE**

The purpose of this policy is to assure a safe school environment for students, staff and the public.

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

No student or nonstudent, including adults and visitors, shall possess, use or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

### **III. DEFINITIONS**

#### **A. "Weapon"**

1. A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stungunselectroshock devices including stunguns or tasers; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

- #### **B. "School Location"**
- "School Location" includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of

entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.

- C. “Possession” means having a weapon on one’s person or in an area subject to one’s control in a school location.

#### **IV. EXCEPTIONS**

- A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal’s office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal’s office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon’s location.
- B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:
1. active licensed peace officers;
  2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
  3. persons authorized to carry a pistol under Minn. Stat. § 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
  4. persons who keep or store in a motor vehicle pistols in accordance with Minn. Stat. §§ 624.714 or 624.715 or other firearms in accordance with § 97B.045;
    - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for “antique firearms which are carried or possessed as curiosities or for their historical significance or value.”
    - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with §§ 624.714 and 624.715.

5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
7. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; in such cases when permission is granted, the principal or other person having general control with supervision of the school or the director of child care center will notify the superintendent in advance and follow applicable procedures; or
8. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

While the school district does not allow the possession, use or distribution of weapons by students, –or nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used and stored, shall not be considered in violation of the rule against the possession, use or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minn. Stat. § 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

**V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION / USE / DISTRIBUTION**

- A. The school district does not allow the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students possessing, using or distributing weapons shall include:

1. immediate out-of-school suspension;
  2. confiscation of the weapon;
  3. immediate notification of police;
  4. parent or guardian notification; and
  5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.
- B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.

C. Administrative Discretion

While the school district does not allow the possession, use or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

**VI. CONSEQUENCES FOR WEAPON POSSESSION / USE / DISTRIBUTION BY NONSTUDENTS**

A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.

2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

***Legal References:*** Minn. Stat. § 97B.045 (Transportation of Firearms)  
 Minn. Stat. § 121A.05 (Referral to Police)  
 Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)  
 Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)  
 Minn. Stat. § 609.02, Subd. 6 (Definition of Dangerous Weapon)  
 Minn. Stat. § 609.605 (Trespass)  
 Minn. Stat. § 609.66 (Dangerous Weapons)  
 Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties)  
 Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)  
 18 U.S.C. § 921 (Definition of Firearm)  
*In re C.R.M.* 611 N.W.2d 802 (Minn. 2000)

***Cross References:*** Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)  
 Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention)

Adopted: 12/95  
 Reviewed: ~~4/13/2017~~ 5/27/2021  
 Revised: 4/27/2017  
 Rescinds: JIHA

*Burnsville-Eagan-Savage School District Policy 502*

**502 SEARCH OF STUDENT LOCKERS, DESKS, PERSONAL POSSESSIONS, AND STUDENT'S PERSON**

**I. PURPOSE**

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

**II. GENERAL STATEMENT OF POLICY**

A. Lockers and Personal Possessions Within a Locker

Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. Desks

School desks are the property of the school district. At no time does the school district relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

C. Personal Possessions and Student's Person

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

- D. Students violate this policy when they use lockers and desks for unauthorized purposes or to store contraband. Students violate this policy when they carry contraband on their persons or in their personal possessions.

### III. DEFINITIONS

- A. “Contraband” means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes but is not limited to weapons and “look-alikes,” alcoholic beverages, controlled substances and “look-alikes,” overdue books and other materials belonging to the school district, and stolen property.
- B. “Personal possessions” includes but is not limited to purses, backpacks, bookbags, packages, and clothing.
- C. “Reasonable suspicion” means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official’s personal observation, a report from a student, parent or staff member, a student’s suspicious behavior, a student’s age and past history or record of conduct both in and out of the school context, or other reliable sources of information.
- D. “Reasonable scope” means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g. to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.

### IV. PROCEDURES

- A. School officials may inspect the interiors of lockers and desks for any reason at any time, without notice, without student consent, and without a search warrant.
- B. School officials may inspect the personal possessions of a student and/or a student’s person based on a reasonable suspicion that the search will uncover a violation of law or school rules. A search of personal possessions of a student and/or a student’s person will be reasonable in its scope and intrusiveness.
- C. As soon as practicable after a search of personal possessions within a locker pursuant to this policy, the school officials must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.
- D. Whenever feasible, a search of a person shall be conducted in private by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search of a person whenever feasible.

- E. A strip search is a search involving the removal of coverings or clothing from private areas. Mass strip searches, or body cavity searches, are prohibited. ~~Strip searches will be conducted only by law enforcement in circumstances involving imminent danger.~~
- F. A school official conducting any other search may determine when it is appropriate to have a second official present as an observer.
- G. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate. The school district shall provide a copy of this policy to a student when the student is given use of a locker.

#### ~~V. DIRECTIVES AND GUIDELINES~~

~~School administration may establish reasonable directives and guidelines which address specific needs of the school district, such as use of tape in lockers, standards of cleanliness and care, posting of pin-ups and posters which may constitute sexual harassment, etc.~~

#### VI. SEIZURE OF CONTRABAND

If a search yields contraband, school officials will seize the item and, where appropriate, turn it over to ~~legal officials~~law enforcement for ultimate disposition.

#### VII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion, and the student may, when appropriate, be referred to ~~legal officials~~law enforcement.

**Legal References:** U. S. Const., amend. IV  
 Minn. Const., art. I, § 10  
*New Jersey v. T.L.O.*, 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)  
 Minn. Stat. § 121A.72 (School Locker Policy)  
*G.C. v. Owensboro Public Schools*, 711 F.3d 623 (6<sup>th</sup> Cir. 2013)

**Cross References:** Burnsville-Eagan-Savage School District Policy 417 (Chemical Use and Abuse)  
 Burnsville-Eagan-Savage School District Policy 418 (Drug-Free Workplace/Drug-Free School)  
 Burnsville-Eagan-Savage School District Policy 501 (School Weapons)  
 Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Adopted: 2/08  
 Reviewed: 5/25/2017 5/27/2021  
 Revised: 6/8/2017  
 Rescinds: JFCF

*Burnsville-Eagan-Savage School District Policy 526*

## **526 HAZING PROHIBITION**

### **I. PURPOSE**

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

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

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who commit, permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.
- H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

### **III. DEFINITIONS**

- A. “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
  - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
  - 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
  - 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
  - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
  - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. “Immediately” means as soon as possible but in no event longer than 24 hours.
- C. “On school premises or school district property, or at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other

vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- D. "Remedial response" means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. "Student" means a student enrolled in a public school or a charter school.
- F. "Student organization" means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

#### **IV. REPORTING PROCEDURES**

- A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to report in writing, but oral reports shall be considered complaints as well.

The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or

has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

## **V. SCHOOL DISTRICT ACTION**

- A. Within three (3) working days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies, and regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing, and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident, of the remedial action taken, to the extent permitted by law.
- F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

## **VI. RETALIATION OR REPRISAL**

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

## **VII. DISSEMINATION OF POLICY**

- A. A summary of this policy shall appear in each school's student handbook, and this policy shall appear on the Independent School District 191 policy webpage.
- B. The school district will develop a method of discussing this policy with students and employees.

**Legal References:** Minn. Stat. § 121A.031 (School Student Bullying Policy)  
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)

Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.69 (Hazing Policy)

**Cross References:** Burnsville-Eagan-Savage School District Policy 403 (Discipline,

Suspension, and Dismissal of School District Employees)

Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)

Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition Policy)

Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention [Applicable to Students and Staff])

[Burnsville-Eagan-Savage School District Policy 422 \(Policies Incorporated by Reference\)](#)



**Agenda V.A.  
May 27, 2021**

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

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

**Date:** May 20, 2021

**Re:** Adjourn to a Closed Session as permitted by Minnesota Statute §13D.03 to discuss ISD 191's labor negotiation strategy regarding the Burnsville Education Association (BEA).



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

**Agenda V.B.  
May 27, 2021**

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

**From:** Lesley Chester, vice chair

**Date:** May 20, 2021

**Re:** Adjourn to a Closed Session as permitted by Minn. Stat. 13D.05 Subd. 3 (a) for the Superintendent's Evaluation