

SCHOOL BOARD
 INDEPENDENT SCHOOL DISTRICT No. 15
 St. Francis, Minnesota
 September 22, 2014
 Dialogue - 6:30 p.m.
 Regular Meeting - 7:00 p.m.
 4115 Ambassador Blvd.
 M I N U T E S

The regular meeting was called to order by Chair David Roberts at 7:00 p.m. with the following members present: Directors Suzanne Erkel, Barbara Jahnke, Janet Hunt, Betsy Roed, Marsha Van Denburgh, and Acting Superintendent Troy Ferguson. Absent: Director Amy Kelly

Others present were Director of Business Services Scott Nelson, Director of Special Services Tim Finn, Director of Curriculum and Instruction Paul Neubauer, student representative Cassy Stierns, staff and community members.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services Center, October 13, October 27, November 10, and November 24, 2014. Dialogue with the School Board will be at 6:30 p.m.

Consideration of Visitors

None

Agenda

Motion was made to approve the Agenda by Ms. Hunt, second by Ms. Erkel.
 Motion carried 6-0.

Consent Agenda

Motion was made for the revised consent agenda by Ms. Van Denburgh, second by Ms. Roed.

- A. THAT the minutes of September 8, be approved as presented.
- B. THAT the Personnel Items be approved as presented.

| NEW EMPLOYMENT | | | | | | | | | |
|--------------------|---------------------------|-------------------|----------------|-----------------------|-----------|------------|--------------|-----------|-----------|
| Name | Position | Replacement for | Site | Position Status | Days/Year | Hrs/Day | Salary Level | Wage | Effective |
| Backsen, Alissa | Educational Assistant | James Johnson | SFE | CONT | 172 | 2 | B21-1 | \$11.91 | 9/15/14 |
| Barnes, Jennifer | Educational Assistant | Holly Bonczek | CCCS | TEMP | 58 | 6.75 | B22-1 | \$12.41 | 9/22/14 |
| Beal, Melissa | Teacher-LTS | Robert Held | SFHS | TEMP | 52 | 8 | T1-BA | \$11,097 | 9/12/14 |
| Bouley, Sarah | Educational Assistant | NEW | SFMS | TEMP | 15 | 7 | Sub | \$11.25 | 9/22/14 |
| Eirich, Jennifer | Educational Assistant | Michelle Nelson | SFHS | CONT | 175 | 7.5 | B22-3 | \$13.61 | 9/15/14 |
| Gehrke, Jessica | Monitor | Angela Heryla | SFMS | CONT | 173 | 2 | A11-1 | \$11.47 | 9/8/14 |
| Palermo, David | Drumline Director | NEW | SFHS | CONT | 100 | 2 | Schedule D | \$2,099 | 11/1/14 |
| Potts, Jill | Teacher | Patricia Peterson | EBCS | CONT | 186 | 8 | T1-BA | \$39,696 | 9/22/14 |
| Schwieters, Tina | Educational Assistant | Tina Schwieters | CCCS | CONT | 172 | 6.75 | B22-1 | \$12.41 | 9/15/14 |
| Serbus, Kelsey | Substitute Teacher | Debra Todd | SFE | TEMP | 25 | 8 | SUB | \$125/day | 9/22/14 |
| INTERNAL TRANSFERS | | | | | | | | | |
| Name | Current Position/Location | Current Days/Hrs | Current Salary | New Position/Location | Days/Hrs | New Salary | Effective | | |

| Boyum, Rachel | Monitor/SFE | 1.75/173 | \$11.84 | Same | 2.25/173 | \$11.84 | 9/22/14 |
|---|-----------------------------|-------------|--------------------------|---------------------|-----------|------------------------|---------|
| Bursch, Joan | Clerk/CCCS | 2.5/173 | \$15.20 | Same | 3/173 | \$15.20 | 9/22/14 |
| Knudson, Rhonda | Monitor/SFE | 1.75/173 | \$11.84 | Same | 2/173 | \$11.84 | 9/22/14 |
| Loons, Shannon | Monitor/CCCS | 2.25/173 | \$11.84 | Same | 2.5/173 | \$11.84 | 9/22/14 |
| Salmela, Margaret | Helper/Server | 2.75/173 | \$11.84 | Same | 3/173 | \$11.84 | 9/22/14 |
| LEAVES OF ABSENCE | | | | | | | |
| | | | | Expected Duration | | Most recent assignment | |
| Name | Position | Location | From | To | Days/Year | Hrs/Day | |
| Biggins, Shareen | Helper/Server | SFHS | 9/11/14 | 10/15/14 | 173 | 4.75 | |
| Fishero, Jennica | Teacher | SFE | 9/16/14 | 10/21/14 | 186 | 8 | |
| Johnson, Cindi | Social Worker | CCCS | 9/15/14 | 12/9/14 | 186 | 8 | |
| Rossi, Carmen | Helper/Server | SFHS | 9/2/14 | 9/15/14 Returned | 173 | 4.5 | |
| Stitt, Julie | Teacher | SFMS | 12/11/14 | 1/26/15 | 186 | 8 | |
| RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION | | | | | | | |
| Name | Position | Site | Reason | Effective | | | |
| Blonigen, Alexandra | Educational Assistant | Layoff Pool | Resignation | 9/10/14 | | | |
| Engquist, Jill | ½ time Senior Class Advisor | SFHS | New Position in District | 8/22/14 | | | |
| Gritti, Loren | Bus Rider | TRANS | Resignation | 9/11/14 | | | |
| Johnson, Mark | Custodian | EBCS | Resignation | 9/12/14 | | | |
| Rambow, Greg | Bus Driver | TRANS | Resignation | 9/15/14 | | | |

C. THAT Disbursements are approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that these disbursements as presented and excluding net payroll, be allowed and charged to funds as follows:

| FundNo. | Description | Amount |
|---------|--------------------------------------|---------------|
| 01 | General | \$ 926,398.57 |
| 02 | Food Service | \$ 48,126.46 |
| 04 | Community Services | \$ 43,310.37 |
| 06 | Construction | \$ |
| 07 | Debt Redemption Bond Payments | \$ |
| 09 | Trust and Agency | \$ |
| 20 | Internal Service-Health Self Insured | \$ 409,878.89 |

TOTAL DISTRICT

\$ 1,427,714.29

D. THAT Gift Acknowledgements be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the following gifts be hereby accepted:

\$150.00 (in kind), The Circles of Claddagh Church Group, school supplies to CCCS

\$50.00 (in kind), Christine Erickson, school supplies to CCCS

\$234.48, Wells Fargo Foundation Educational Matching Gift Program, to SFE to be used as needed

\$234.48, Rachel Muonio, Jennifer Larson & Shannon Linson, to SFE to be used as needed

\$600.00, Len Roskowski, Dr. Noel Johnson Scholarship to SFHS

\$600.00, Medtronic, matching funds for the Dr. Noel Johnson Scholarship to SFHS

\$2,257.19, Take Charge of Education – Target Corp., to EBCS at principal's discretion

\$5,181.75, St. Francis VB Boosters, \$1,727.25, donation to coach J. Hallfielder, \$3,454.50

Donation to coach D. Hazelton

\$275.00, St. Francis VB Boosters, Contribution to HUDL

\$535.49, St. Francis Track & Field/CC Booster Club, to purchase practice hurdles

\$3,300.00, SFBA Girls, to purchase new Vertimax

\$3,895.00, St. Francis Dance Team, for new uniforms

\$2,643.37, St. Francis Dance Team, for jazz uniforms

E. THAT the Extended Trip request for Debate be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Debate Team extended trip to Brainerd, MN for the Northern Lights Fall Congress Debate on October 3-4, 2014 be approved as requested.

Motion carried 6-0.

Reports

Student Report

Cassy Stierns provided the student report. Homecoming has started with the following events held this week: Powder Puff girl's football, coronation for King and Queen, pep band concert, boy's Power Buff volleyball game, college fair, pep fest, football game, and after party.

Acting Superintendent Report and Communications

- Shelly Score, St. Francis Elementary School teacher, will be featured as KS95's Teacher of Week.
- MSBA has the teacher work agreement to review and report back in two weeks with an analysis.
- Attended American Indian Education program Kick-off, where there was a great turnout.
- Attended Community Education Advisory Board meeting.
- Met with representatives from NeoPath regarding services provided. A survey will be sent to staff.
- Will be attending the Metro Community Education Directors meeting.
- October 6 and 7 will attend the Minnesota Community Education Association fall conference.
- Spoke to Kate Klanderud regarding Minnesota School Board's Association training and who can tailor the training for the School Board. Date selected for training is November 19.
- Met to talk about activity buses and will meet again September 23.
- Board members are invited to the World Café event with Susan Hintz of TSL on September 24 at 1 p.m.
- Hall of Fame ceremony will be at 5 pm on September 26 with the Homecoming football game to follow.
- St. Francis High School football team won the first "Battle of the Paddle" against Cambridge 45-12.

Dialogue

No one attended.

School Board Member Reports

Ms. Van Denburgh attended American Indian Education Kick-Off and reported great attendance, Cabinet Plus 3 meeting, met with Ms. Erickson, Mr. Fredrickson, Mr. Neubauer and Ms. Jahnke regarding Teacher Academy issues. Reported that maintenance might be needed on the elevator at the high school.

Ms. Jahnke attended Cabinet Plus 3 meeting, the meeting with Ms. Ericson, Mr. Fredrickson, Mr. Neubauer and

Ms. Van Denburgh regarding Teacher Academy.

Ms. Erkel attended the ACT meeting.

Ms. Roed attended the ACT meeting.

Ms. Hunt reported highlights of the Cedar Creek Community School PTO meeting. She attended the Joint Standing Committee meeting.

Mr. Roberts attended SMC meeting at St. Francis Middle School, Oak Land ALC Board meeting, Cabinet Plus 3 meeting, the Battle of the Paddle game, and the Joint Standing Committee meeting. He congratulated Ms. Score for receiving KS95's Teacher of the Week.

Administrative Report

- Student Information System Update

Mr. Neubauer provided the update. A core planning team of teachers, administrators, and office professionals will meet to make decisions on data. March 13 is the "go live" date. Data is uploaded to a fictitious school three times before the go live date. Several training sessions will be scheduled. Infinite Campus is the vendor selected to provide the student information system for ISD 15.

- Strategic Plan Update

Mr. Neubauer provided an update to the strategic plan. World Café is September 24, facilitated by Susan Hintz from TSL. A list of the Core Planning Team members was distributed. After three days of meeting in October, the Core Planning Team will review data and devise a District mission as well as strategic actions, which are turned over to the Action Planning Team. The Measurement Team will evaluate the year. The target date is May 2015 to bring to the School Board for review and action.

- Health Services Update

Mr. Finn reported on three items: 1) A personnel item at the next Board meeting will have one item, Licensed School Nurse (LSN), dated July 1, 2012. At the time the position was implemented it was never brought to the School Board. The Health Services Program Supervisor position was eliminated at the same time. The District now has six LSNs. 2) District application for online programming is moving forward in conjunction with the Minnesota Department of Education (MDE). One item needed in the process to complete the application is a show of support from the School Board. Consensus was given by the Board to proceed with the application to MDE. 3) The Immunization and Early Childhood Screening Requirements Policy 430 is being reviewed. The revisions cover two separate and distinct areas and will come back to the School Board in the form of two policies rather than one.

Old Business

Approval of Revised Policy 414 Bullying Prohibition Policy

Motion was made by Ms. Hunt, second by Ms. Van Denburgh.

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt the revised policy 414 – Bullying Prohibition Policy.

Motion carried 6-0.

Other Matters

Approval of 2014 Payable 2015 Proposed Property Tax Levy

Motion was made by Ms. Van Denburgh, second by Ms. Hunt.

BE IT RESOLVED that Independent School District No. 15 School Board approve the MAXIMUM Levy on the 2014 Payable 2015 Levy Limitation and Certification for School Year 2015-2016.

Mr. Nelson reported the information is not yet available from the state.

Motion carried 6-0.

Approval of Emergency Action Plan

Motion was made by Ms. Van Denburgh, second by Ms. Jahnke.

BE IT FURTHER RESOLVED by the School Board of Independent School District No. 15 that the 2014-15 Emergency Action Plan, revised by the Safety Committee, be reviewed and approved. Categories include:

Active Shooter
Assault & Rape

Bomb Threat
Bus Accidents
Child Abuse/Abduction
Civil Defense Alert
Demonstrations/Disturbances
Emergency Exits
Fire Procedures
First Response Team
Hazardous Materials
Medical Emergencies
Severe Weather
Severe Weather Shelter Area
Suicide Prevention
Suicide/Death
Utility Emergencies
Vandalism
Building Floor Plans

Motion carried 6-0.

The regular meeting was adjourned at 7:50 p.m.

Barbara Jahnke, School Board Clerk