

# SCHOOL BOARD MEETING

## INDEPENDENT SCHOOL DISTRICT No. 15

### REGULAR MEETING

December 8, 2014

SCHOOL BOARD  
 INDEPENDENT SCHOOL DISTRICT No. 15  
 St. Francis, Minnesota  
 December 8, 2014  
 Dialogue with School Board– 6:30 p.m.  
 Regular Meeting – 7:00 p.m.  
 Central Services Center– Community Room  
 4115 Ambassador Blvd.

A G E N D A

- I. Call to Order – Pledge of Allegiance
  
- II. Board Calendar Dates
 

January 12, 2015	January 26, 2015
Dialogue with School Board– 6:30 p.m.	Dialogue with School Board– 6:30 p.m.
Organizational Meeting– 7:00 p.m.	Regular Meeting– 7:00 p.m.
Central Services Center– Community Room	Central Services Center– Community Room
February 9, 2015	February 23, 2014
Dialogue with School Board– 6:30 p.m.	Dialogue with School Board– 6:30 p.m.
Regular Meeting– 7:00 p.m.	Regular Meeting– 7:00 p.m.
Central Services Center– Community Room	Central Services Center– Community Room

**Happening Around the District– Mr. Fink - Student Awards**  
 (rescheduled for January 12) ~~Representative Kurt Daudt, Speaker of the House~~  
**Site Report – East Bethel Community School– Ms. Scardigli**  
**Truth in Taxation – Mr. Nelson**

**Consideration of Visitors** (To address the School Board complete the card and submit to the Chair)

- III. Approval of Agenda
  
- IV. Consent Agenda
  - A. Approval of Minutes of November 24 ..... 5
  - Rev.** B. Approval of Routine Personnel Items..... 10
  - C. Approval of Disbursements(emailled 12/05)
  - Add** D. Approval of Out of State Travel– Wrestling
  - Add** E. Approval of Extended Travel– Debate
  - Add** F. Approval of Out of State Travel- Speech
- V. Reports
  - A. Student Report
  - B. Superintendent Communications and Report
  - C. Dialogue Session
  - D. School Board Member Reports
  - E. Administrative Report
    - Infinite Campus Update– Mr. Neubauer
    - Mr. Finn
- VI. New Business
  - A. Addition of An Activity, Club or Sport at St. Francis High School..... 11
  - B.
- VII. Other Matters
  - Delete** A. ~~Approval of SFMS SMC Revised Site Constitution..... 15~~
  - B, Approval of SFHS SMC Revised Site Constitution..... 16
  - C. Approval of the 2014 Pay 2015 Property Tax Levy..... 17
  - Delete** D. ~~Approval of 2014 – 2015 Revised General Fund Budget..... 18~~
  - E. Closed Session to Discuss Attorney-Client Privileged Information..... 19
  - F. Closed Session – Negotiation Parameters..... 20
- VIII. Other Business
- IX. Adjournment

SCHOOL BOARD  
 INDEPENDENT SCHOOL DISTRICT No. 15  
 St. Francis, Minnesota  
 November 24, 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, Janet Hunt, Barbara Jahnke, Amy Kelly, Betsy Roed, Marsha Van Denburgh, and Acting Superintendent Troy Ferguson.

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

**Board Calendar Dates:** Regular meetings held at 7:00 p.m. at Central Services Center, December 8, (Truth in Taxation) 2014, January 12, (organizational meeting) January 26, and February 9, 2015. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meeting.

**Happening Around the District**

*American Indian Education and Multicultural Diversity*

Ms. Sargent, Multicultural/Diversity and Indian Homeschool liaison, presented to the School Board. The District is very fortunate to have a number of diverse cultures represented. Students are proud to share their cultures and feel a part of the community. Activities taken place this year are American Indian Kick-off, Mix it Up at lunch, a field trip to Minnesota History Center for, We Day, African drum and dance workshop, and a celebration of indigenous people. The Cultural Club is planning Hmong New Year for December 13.

**Consideration of Visitors**

St. Francis Middle School teacher Ted Gehring introduced 7<sup>th</sup> grade We Act student representatives who attended the We Day celebration. The students shared topics of the classes they attended which included: economic empowerment, technological empowerment, social empowerment, educational empowerment. During Trimester II, the students will begin to put the experience to work.

**Agenda**

Motion was made to approve the agenda by Ms. Jahnke, second by Ms. Erkel.  
 Motion carried 7-0.

**Consent Agenda**

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

- A. THAT the minutes of November 13 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
Bowers, Christopher	Bus Washer	Larry Benson	TRANS	CONT	94	3.5		\$12.00	11/24/14
Carlson, Melissa	Office Professional	Nancy Selb	SFHS	CONT	204	7.5	B21	\$14.24	12/3/14
Kappelhoff, Jennifer	Bus Rider	NEW	TRANS	CONT	172	6	B21	\$13.52	11/17/14
Vincent, Heather	Teacher/LTS	Tracey Norton	SFHS	TEMP	40	8	Sub	\$125	3/3/15
INTERNAL TRANSFERS									

Name	Current Position/ Location	Current Days/Hrs	Current Salary	New Position/ Location	Days/ Hrs	New Salary	Effective
Pederson, Kimberly	Teacher/CCCS	186/8	\$56,235	Teacher/CCCS	186/8	\$60,646	7/1/14
Sharp, Cindi	Helper/Server/SFHS	172/2.5	\$11.84	Helper/Server/SFHS	172/2.75	\$11.84	11/21/14
<b>LEAVES OF ABSENCE</b>							
				<b>Expected Duration</b>		<b>Most recent assignment</b>	
Name	Position	Location	From	To	Days/ Year	Hrs/ Day	
Anderson-Hume, Bobbi	Principal	SFMS	10/14/14	11/18/14 Returned	240	8	
DeRung, Lillian	Principal	DW	10/6/14	1/2/15	225	8	
Held, Robert	Teacher	SFHS	9/2/14	12/1/14 Returning	186	8	
Illg, Shirley	Educational Assistant	SFMS	10/31/14	11/17/14 Returned	172	7.25	
Keenan, Michelle	Teacher	SFHS	8/27/14	12/1/14	186	8	
<b>RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION</b>							
Name	Position	Site	Reason	Effective			
Benson, Larry	Bus Washer	TRANS	End of Temporary Asgn	5/30/14			
Carter, Jerry	Bus Driver	TRANS	Retirement	12/31/14			
Johnson, Peggy	Cafeteria Monitor	SFHS	Resignation	11/21/14			
Scharber, Steve	Bus Driver	TRANS	Resignation	11/25/14			

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	\$ 1,188,130.42
02	Food Service	\$ 134,558.97
04	Community Services	\$ 39,009.60
06	Construction	\$
07	Debt Redemption Bond Payments	\$
09	Trust and Agency	\$ 994.60
20	Internal Service-Health Self Insured	\$
47	OPEB Debt Service	\$
	<b>TOTAL DISTRICT</b>	<b>\$ 1,362,693.59</b>

D. THAT the Extended Travel for SFHS Wrestling be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School

Wrestling program attend the Christmas Wrestling Tournament in Rochester, Minnesota for an extended trip, December 19-20, 2014 be approved as requested.

E. 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:

\$436.00, SMC SFMS, to purchase equipment for middle school Knowledge Bowl

\$310.94, Wells Fargo Community Support Campaign, SFHS to be used at principal's discretion

\$273.56, Wells Fargo Community Support Campaign, Jennifer Larson, Rachel Muonio & Shannon Linson, to SFE to be used as needed

\$114.29, Wells Fargo Matching Ed Fund, to EBCS at principal's discretion

\$100.00, Allina Health System, to SFMS for purchase of supplies

\$52.50, Wells Fargo, to SFMS for purchase of supplies

Motion carried 7-0.

## Reports

### *Student Report*

Cassy Stierns and Madysson Belden provided the student report. The fall art show was held; food drive exceeded the goal by 2,000 items, congratulations to Natalie Beauto who won first place at the Rural Debate League Conference championship (Lincoln-Douglas Debate division), Student Council is looking forward to coming events: Snow Days, and Chemical Drug Awareness Day. Building Saints is a club that involves Student Council and National Honor Society upperclassmen working with freshmen. Looking forward to winter sports, the Madrigal Dinner was held this past weekend, IMC has the angel giving tree, and there is currently a toy drive taking place.

### *Acting Superintendent Report and Communications*

- Spoke with Speaker of the House Kurt Daudt who will plan to attend the December 8 Board meeting.
- Email communication was received with concern about make-up days for school being canceled.
- Received communication from Mr. Austin regarding an exchange program with a school in Germany. The Board provided consensus to move forward.
- SMC constitutions will be brought to Board meeting December 8.
- The Board training with Katie Klanderud, MSBA, was very worthwhile.
- Contacted the community member who is interested in speaking to students about the caucus process.
- Attended meetings with teacher support task force with two more meetings to be held in December and a recommendation brought forward by April 1.
- Will be bringing forward to the Board the process for adding a sport or activity.
- Attended Annual Veterans Day breakfast, hosted by the St. Francis Lions Club.
- Met with Mr. Neubauer, Ms. Wallace and Early Childhood parents.
- Attended the Annual Metro ECSU meeting.
- Meet and Confer new model encouraged with the dialogue.
- Attended kindergarten museum at Cedar Creek Community School (CCCS).
- Attended the Indigenous Celebration event.
- Attended Saints football banquet.
- Received data request for costs associated with Mr. Saxton placed on paid administrative leave. Mr. Ferguson read a letter outlining the related costs, including legal costs.

### *Dialogue*

One individual shared thoughts about Teacher Academy and the District.

### *School Board Member Reports*

Ms. Van Denburgh talked with Speaker of the House Kurt Daudt about visiting the school districts he represents. She attended School Board training session and the Celebration of Indigenous People. She referenced an editorial in the November 23 Star Tribune about Indian ward schools that are poorly maintained.

Ms. Jahnke attended School Board training session, two strategic planning outcome meetings, and talked with Principal Johnson at St. Francis Elementary School about the school and being a part of the District.

Ms. Erkel attended the ACT meeting.

Ms. Kelly attended the School Board training and Schools for Equity in Education meeting with a legislative panel in attendance to talk about the legislative platform.

Ms. Roed attended directors' negotiations, St. Francis High School Dance Team dance clinic, ACT meeting, School Board training, kindergarten museum day at CCCS, and the Madrigal Dinner.

Ms. Hunt attended negotiations, teacher task force meetings, TIES annual meeting, and School Board training, Mr. Roberts attended directors' negotiations, the St. Francis Committee Drug Awareness annual forum, School Board training, and Madrigal Dinner. He also noted the importance of cost savings the Cabinet has made to adjust in personnel matters over this year.

#### *Administrative Report*

##### Strategic Plan Measurement Design Team

Mr. Neubauer provided a summary of how the strategic plan process began. The Measurement Design Team met last week to develop rubrics to measure mission outcomes. In December and January, the Action Planning teams will meet to discuss strategies. Students need to be open to looking at their future. The rubrics have been entered into the Standards for Success model and will be piloted.

##### Research Based Interventions

Mr. Finn and Mr. Neubauer reported about initiatives in research-based interventions. Definition of meta-analysis is a summary of a series of studies, and zone of desired effects is taking several studies, crunch the numbers and try to figure the consistent way to evaluate. They reviewed positive impacts on learning and what we are doing as a District to compare with John Hattie's meta-analysis reference material and also what are the negative impacts on learning. All District practices are being compared with what the research tells us is effective and what is less effective.

#### **Other Matters**

##### *Approval of Employment Agreement*

Motion was made by Ms. Hunt, second by Ms. Jahnke.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment with Principals be approved as presented for the 2013-2015 school years.

Motion carried 7-0.

##### *Approval of RFP for Finance/Payroll/Human Resources Software*

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

BE IT RESOLVED by the School Board of Independent School District No.15 approval to allow administration to pursue Request for Proposals (RFP) for Financial, Payroll and Human Resources Software.

Motion carried 7-0.

Recess was taken at 8:13 p.m.

##### *Closed Session to Discuss Attorney-Client Privileged Information (not recorded)*

BE IT RESOLVED by the School Board of Independent School District No. 15 to move into closed session according to the Minnesota Open Meeting Law, Minnesota Statutes, Section 13D.05, subdivision 3(b), which allows the School Board to close a meeting to engage in attorney-client privileged discussions. The Board seeks to meet with legal counsel to discuss the arbitration decision in BMS Case No. 14-TD-7 and to discuss potential District action in response to the arbitration decision. Accordingly, I will hereby entertain a motion that this meeting be closed pursuant to the attorney-client privilege for the reasons cited.

Closed Session: Motion was made by Ms. Hunt, second by Ms. Erkel. Time: 8:21 p.m. Vote: 7-0.

Resume Open Meeting: Motion by Ms. Kelly that the open meeting be resumed, second by Ms. Van Denburgh. Time: 8:48 p.m. Vote: 7-0.

##### *Closed Session – Negotiation Parameters (recorded)*

BE IT RESOLVED by the School Board of Independent School District No. 15 that a closed session be conducted for the purpose of discussing labor negotiation strategies under subd. 1 (b) of the Open Meetings

Law, Minnesota Statutes Chapter 13D.03

Closed Session: Motion by Ms. Hunt, second by Ms. Erkel. Time: 8:50 p.m. Vote: 7-0.

Resume Open Meeting: Motion by Ms. Hunt: I move that the open meeting be resumed, second by Ms. Erkel.  
Time: 9:27 p.m. Vote: 7-0

Board members discussed negotiation parameters for directors whose contract expired.

The regular meeting was adjourned at 9:27 p.m.

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Barbara Jahnke, School Board Clerk

IV. B. ROUTINE PERSONNEL ITEMS

REVISED

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Personnel actions as listed below be approved:

NEW EMPLOYMENT									
Name	Position	Replacement for	Site	Position Status	Days/Year	Hrs/Day	Salary Level	Wage	Effective
Lindl, Matt	Bus Rider	NEW	TRANS	CONT	172	6	B21-1	\$13.52	12/8/14
Schwieger, Deborah	Educational Assistant	NEW	EBCS	CONT	172	4	B22-1	\$12.41	12/3/14
Stelmacher, Linda	Educational Assistant	NEW	CCCS	TEMP	172	6.75	B22-1	\$12.41	12/3/14
Sweeter, Lisa	Helper Server	Cindi Sharp	SFHS	CONT	173	2.5	A11-2	\$11.84	12/8/14
INTERNAL TRANSFERS									
Name	Current Position/Location	Current Days/Hrs	Current Salary	New Position/Location	Days/Hrs	New Salary	Effective		
Barnes, Jennifer	Educational Asst LTS	N/A	N/A	Educational Asst TEMP	103/6.75	\$12.41	12/15/14		
Dahlstrom, Nicole	Bus Rider/TRANS	172/6	\$13.52	Bus Driver/TRANS	172/6	\$14.02	12/1/14		
Hagen, Scott	Bus Rider/TRANS	172/6	\$13.52	Bus Driver/TRANS	172/6	\$15.09	11/17/14		
Seiple, Rhonda	Helper/Server/SFMS TEMP	172/2.75	\$11.47	Helper/Server/SFMS CONT	172/3.75	\$11.47	12/8/14		
Westbrook, Angela	Helper/Server/SFE	173/3	\$11.84	Helper/Server/SFE Kids Connection Instructor/SFE	173/3 179/2.25	\$10.00	12/3/14		
LEAVES OF ABSENCE									
			Expected Duration			Most recent assignment			
Name	Position	Location	From	To	Days/Year	Hrs/Day			
Arens, Alvin	Bus Driver	TRANS	9/2/14	1/3/15 Extension	172	6			
Moore, Shannon	Counselor	SFMS	3/31/15	5/26/15	186	8			
Ray, Rochelle	Teacher	LLC	11/19/14	1/7/15 Modified	186	8			
Renter, Cheryl	Kitchen Manager	SFMS-B	9/29/14	12/16/14 Extension	178	8			
Riebe, Mary Beth	Clerk	SFMS-A	12/5/14	12/15/14	173	3.75			
RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION									
Name	Position	Site	Reason	Effective					
Beal, Melissa	Long Term Substitute Teacher/HELD	SFHS	End of Temporary Assignment	11/25/14					
Carda, Judy	Teacher	EBCS	Retirement	6/30/15					
Davis, Gary	Bus Driver	TRANS	Resignation	12/23/14					



<i>Davis, Jacqueline</i>	<i>Teacher</i>	<i>SFMS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Hazelton, Dianna</i>	<i>9<sup>th</sup> Grade Asst. Volleyball Coach</i>	<i>SFHS</i>	<i>Resignation</i>	<i>6/1/15</i>
<i>Randle, Lawrence</i>	<i>Teacher</i>	<i>SFHS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Redfield, Susanne</i>	<i>Teacher</i>	<i>SFHS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Robel, Lori</i>	<i>Teacher</i>	<i>SFMS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Schmidt, Deborah</i>	<i>Teacher</i>	<i>CCCS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Siira, Sally</i>	<i>Teacher</i>	<i>CCCS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Sworsky, Leslie</i>	<i>Teacher</i>	<i>SFHS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Thompson, Joyce</i>	<i>Teacher</i>	<i>CCCS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Wallace-Nelson, Susan</i>	<i>Teacher</i>	<i>EBCS</i>	<i>Retirement</i>	<i>6/30/15</i>
<i>Zeman, Carol</i>	<i>Teacher</i>	<i>SFMS</i>	<i>Retirement</i>	<i>6/30/15</i>

MOTION:

SECOND:

12/08/14

SCHOOL BOARD MEETING DATE: 12/8/2014

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:

Fund No.	Description		Amount
01	General	\$	1,058,024.29
02	Food Service	\$	25,285.02
04	Community Services	\$	39,225.72
06	Construction	\$	
07	Debt Redemption Bond Payments	\$	
09	Trust and Agency	\$	2,508.46
20	Internal Service - Health Self Insured	\$	36,575.87
47	OPEB Debt Service	\$	
	<b>TOTAL DISTRICT</b>	<b>\$</b>	<b>1,161,619.36</b>

MOTION:

SECOND:

IV. D. APPROVAL OF OUT OF STATE TRAVEL - WRESTLING

BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School Wrestling program attend the Rumble on the Red Wrestling Tournament in Fargo, North Dakota January 1-3, 2015 be approved as requested.

MOTION:

SECOND:

12/08/14

IV. E. APPROVAL OF EXTENDED TRIP – DEBATE TEAM

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Debate Team extended trip to Walker, MN for the NSDA Student Congress National Qualifier on December 12-13, 2014 be approved as requested.

MOTION:

SECOND:

12/08/14

IV. F. APPROVAL OF OUT OF STATE TRAVEL – SPEECH

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Out of State Travel for Speech to attend the Harvard National Speech Invitational in Cambridge, MA February 12-16, 2015 be approved as requested.

MOTION:

SECOND:

12/08/14

VI. A. APPROVAL ACTIVITY/CLUB OR SPORT, AND LETTERING FOR NON-SCHOOL SPONSORED GROUPS AND ORGANIZATIONS AT SFHS

BE IT RESOLVED by the School Board of Independent School District No. 15 that the procedures as set forth by St. Francis High School Activities program for addition of an Activity, Club or Sport, and the Lettering for Non-School sponsored groups and organizations be approved as presented.

FIRST READING:

12/08/14

# Adding an Activity or Club at SFHS

At St. Francis High School, our goal is to have every student involved in at least one co-curricular activity or a school sponsored club. Approval by SFHS Administration as well as the ISD 15 Board of Education is necessary for each activity or club.

**Adding an Activity or Club:** To initiate a new activity or club, the following procedure will be followed and questions answered.

## **PROCESS:**

### **1. WRITE AN INTRODUCTORY PROPOSAL LETTER.**

The proposal should include:

- a) The purpose of the activity or club
- b) How it would benefit students
- c) Timelines, potential events, practice schedules, or competition schedules should be included.
- d) The facilities or meeting space you would need
- e) The student information do you have that supports adding this activity/club?
- f) Do you foresee this activity or club being a school sponsored activity or club in the future?

**2. All activity groups must be supervised.** Who will be the adviser/supervisor?

**3. All activities or groups will be self-supporting.** Do you have a need for a budget and if so how will you be obtaining this budget? There will not be an allocation of funding for any adviser/supervisor unless in the master agreement. If you expect the adviser/supervisor to be paid, a request must be made as part of this proposal and the ISD 15 School Board would have to approve the funding and place the salary on the appropriate salary schedule.

**4. How does this activity meet the mission of St. Francis Public Schools?**

**5. Do you see this activity being:** *(you may choose more than one)*

Bi-weekly    Weekly    bimonthly    seasonal (meet often but for short period of time)

full year    full year plus time over the summer

**6. How will this activity or group represent or serve St. Francis High School?**

## **APPROVAL REQUIRED:**

\_\_\_\_\_ BUILDING PRINCIPAL

\_\_\_\_\_ ACTIVITIES DIRECTOR

\_\_\_\_\_ BOARD OF EDUCATION  
(if applicable)

# Adding a Sport at SFHS

At St. Francis High School, our goal is to have every student involved in at least one co-curricular activity or school sponsored club. Approval by SFHS Administration as well as the ISD 15 Board of Education is necessary for each sport.

**SPORTS:** To initiate a new sport, the following procedure will be followed and questions answered.

## **Criteria:**

### **1. Substantial interest**

- a) What student information do you have that supports adding this sport?
- b) Is there an established booster club that will support this sport through the developmental stages?
- c) Are there suitable numbers of participants to ensure the long range sustainability of this sport?

### **2. Gender equity**

- a) Following Title IX guidelines, does adding this sport create an imbalance between the males and females participating at SFHS?

### **3. Conference sport**

- a) Is this currently offered as a Mississippi 8 Conference sport?

### **4. Sponsored by MSHSL**

- a) Is this sport a MSHSL activity?

### **5. Facilities available**

- a) Is there space for practice?
- b) Do we have game facilities and materials?

### **6. Coaches available**

- a) Are there coaches on our staff or available in our community who can provide quality instruction to our students?

### **7. Resources available**

- a) A four-year phase-in plan has been established for transferring costs to the District. This plan can be modified to a shorter or longer time frame through a cooperative planning effort between the SFHS Activities Director, ISD 15 Director of Business Services, and the ISD 15 School Board.

## **Contingency Plan:**

- The School District reserves the right to freeze the phase-in plan at any time if district budget concerns require it.
- The booster club has agreed to this condition.

## **APPROVAL REQUIRED:**

\_\_\_\_\_ BUILDING PRINCIPAL  
\_\_\_\_\_ ACTIVITIES DIRECTOR  
\_\_\_\_\_ BOARD OF EDUCATION



# Lettering Process for non-school sponsored Groups and Organizations

**Lettering of Outside groups and Organizations:** To initiate a process for students who COMPETE in an outside group or organization to earn a St. Francis High School letter.

## **PROCESS:**

### **1. WRITE AN INTRODUCTORY PROPOSAL LETTER.**

The proposal should include:

- a. The purpose of the activity or club including club or organizational goals
  - b. How it would benefit students
  - c. Timelines, potential events, practice schedules, or competition schedules should be included.
  - d. The history of the club or organization and the participation of SFHS students in the club or organization
  - e. You must work with the SFHS Activities Director to establish appropriate *lettering criteria* as part of this proposal
2. **All activity groups must be supervised.** Who will be the adviser/supervisor or contact person for this club or organization?
3. **All activities or groups will be self-supporting.** Do you have a need for a budget and if so how will you be obtaining this budget? There will not be an allocation of funding for any adviser/supervisor unless in the master agreement
4. **How does this activity meet the mission of St. Francis Public Schools?**
5. **Do you see this activity being:** (*you may choose more than one*)
- Bi-weekly    Weekly    bimonthly    seasonal (meet often but for short period of time)
- full year    full year plus time over the summer
7. **How will this activity or group represent or serve St. Francis High School?**

## **APPROVAL REQUIRED:**

\_\_\_\_\_ BUILDING PRINCIPAL

\_\_\_\_\_ ACTIVITIES DIRECTOR

VII. B. APPROVAL OF ST. FRANCIS HIGH SCHOOL REVISED SITE  
CONSTITUTION

BE IT RESOLVED by the School Board of Independent School District No. 15  
that the Site Management Council (SMC) Constitution for St. Francis High  
School be accepted as amended.

Background: The SFHS SMC has worked to make the constitution a more workable  
document. This fits with our procedure to periodically review site constitutions.  
(The constitution amended on September 22, 2014)

MOTION:

SECOND:

12/08/14

VII. C. APPROVAL OF PAYABLE 2015 FINAL LEVY CERTIFICATION

BE IT RESOLVED by the School Board of Independent School District No. 15 that the final 2014 payable 2015 Property Tax Levy be certified as follows:

<u>Category</u>	<u>Amount</u>
<b><u>GENERAL FUND</u></b>	
General RMV Voter Approved	\$ 0
General RMV Other	2,859,417.19
General NTC Other	1,681,800.64
<b>TOTAL GENERAL FUND</b>	<b>\$4,541,217.83</b>
<b><u>COMMUNITY SERVICE</u></b>	<b>\$341,562.27</b>
<b><u>DEBT SERVICE</u></b>	
Debt Service – Voter Approved	\$4,533,862.06
Debt Service – Other	910,264.89
Debt Service – OPEB	657,993.21
<b>TOTAL ALL DEBT SERV. FUNDS</b>	<b>\$6,102,120.16</b>
<b>TOTAL ALL FUNDS</b>	<b>\$10,984,900.26</b>
<b>TOTAL CERTIFIED LEVY</b>	<b>\$10,984,900.26</b>

MOTION:

SECOND:

12/08/14

VII. D. APPROVAL OF 2014 – 2015 GENERAL FUND BUDGET REVISION

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the Revised General Fund Budget for 2014 – 2015 fiscal year as presented.

(A New Resolution Will Be Sent With The Backup Information On Friday)

MOTION:

SECOND:

12/08/14

VII. E. CLOSED SESSION TO DISCUSS ATTORNEY-CLIENT PRIVILEGED INFORMATION

BE IT RESOLVED by the School Board of Independent School District No. 15 to move into closed session according to the Minnesota Open Meeting Law, Minnesota Statutes, Section 13D.05, subdivision 3(b), which allows the School Board to close a meeting to engage in attorney-client privileged discussions. The Board seeks to meet with legal counsel to discuss the arbitration decision in BMS Case No. 14-TD-7 and to discuss potential District action in response to the arbitration decision. Accordingly, I will hereby entertain a motion that this meeting be closed pursuant to the attorney-client privilege for the reasons cited.

**Closed Session:** Motion was made by \_\_\_\_\_, second by \_\_\_\_\_.

Time: Vote:

**Resume Open Meeting:** Motion by \_\_\_\_\_ that the open meeting be resumed, second by \_\_\_\_\_.

Time: Vote:

MOTION:

SECOND:

12/08/14

VII. F. CLOSED SESSION – NEGOTIATION PARAMETERS

BE IT RESOLVED by the School Board of Independent School District No. 15 that a closed session be conducted for the purpose of discussing labor negotiation strategies under subd. 1 (b) of the Open Meetings Law, Minnesota Statutes Chapter 13D.03

Closed Session: Motion by, second by.

Vote:

Time:

Resume Open Meeting: Motion by: I move that the open meeting be resumed, second by.

Vote:

Time:

MOTION:

SECOND:

12/08/14