

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
January 13, 2014
Dialogue Session - 6:30 p.m.
Organizational Meeting - 7:00 p.m.
4115 Ambassador Blvd.
M I N U T E S

The regular meeting was called to order by Acting Chairperson Amy Kelly at 7:00 p.m. with the following members present: Directors Suzanne Erkel, Janet Glover, Barbara Jahnke, David Roberts, Betsy Roed, Marsha Van Denburgh, and Superintendent Ed Saxton.

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

Oath of Office

Mr. Saxton administered the Oath of Office to Barbara Jahnke, David Roberts, Betsy Roed, and Marsha Van Denburgh.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services Center, January 27, February 10, February 24, and March 10. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Happenings Around the District – St. Francis Middle School – Ms. Fennell, Creativity Festival

7th grade science teacher Ms. Fennell and six students shared experiences from workshops attended at the Creativity Festival. The festival was sponsored by Educational Cooperative Services Unit (ECSU).

MMKR Report on Audited Financial Statements for 2012-2013

Partner Aaron Nielsen with Malloy, Montague, Karnowski, Radosevich & Co., P.A. presented the audit report. He highlighted the management report which summarizes the results of both the audit of the District and Student Activity. Information included: revenues and expenditures per average daily membership (ADM) students served, general fund and other funds of the District. There were no comments or questions from the School Board.

Consideration of Visitors

St. Francis High School language arts teacher Mr. Stoffel welcomed new and existing School Board members and acknowledged their willingness to serve. He expressed his excitement in getting negotiations started again. East Bethel Community School teacher Ms. Olsen welcomed new and existing School Board members and thanked them for their dedication and commitment to students and staff. St. Francis Middle School teacher and Union President Ms. Parson welcomed School Board members and communicated the many employees in attendance are here to show their support for the School Board. Also thanked the School Board for its support in working collaboratively, and for the time and efforts put forth in decisions that are made. Ms. Lindberg spoke on behalf of her husband Mr. Dave Lindberg. She urged the School Board to give him the due process and respect he deserves.

Agenda

Motion was made by Mr. Roberts to approve the revised agenda, second by Ms. Van Denburgh.
Motion carried 7-0.

School Board Organization

Election of Officers

Acting Chairperson Kelly called for nominations for School Board Chair. Ms. Glover nominated Ms. Kelly. Ms. Erkel nominated Mr. Roberts. No other nominations were presented. Ms. Kelly received two votes. Mr. Roberts received five votes. Mr. Roberts is elected School Board Chair.

Nominations were opened for School Board Vice Chair. Ms. Erkel nominated Ms. Van Denburgh. Ms. Kelly nominated Ms. Glover. No other nominations were presented. Ms. Van Denburgh received five votes. Ms. Glover received two votes. Ms. Van Denburgh is elected Vice Chair.

Nominations were opened for School Board Clerk. Ms. Van Denburgh nominated Ms. Jahnke. With no other nominations presented Mr. Roberts moved that nominations be closed and a unanimous ballot be cast for Ms. Jahnke. Ms. Jahnke is elected School Board Clerk.

Nominations were opened for School Board Treasurer. Ms. Van Denburgh nominated Ms. Erkel. With no other nominations presented Mr. Roberts moved that nominations be closed and a unanimous ballot be cast for Ms. Erkel. Ms. Erkel is elected Treasurer.

Motion to appoint the Superintendent's Administrative Assistant as Assistant Clerk was made by Ms. Van Denburgh, second by Ms. Kelly. Motion carried 7-0.

Organizational Issues

School Board Directors Compensation

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

Discussion included raising the salary, only one increase in the past ten years, comparables to other districts, and raise salaries by \$100 per year.

Motion was made by Ms. Kelly to raise director's salaries to \$4,252.00 and the chair to \$4,860.00 per year, second by Ms. Van Denburgh. Motion failed 3-4.

Motion was made to retain the current salaries by Ms. Van Denburgh, second by Ms. Glover.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the School Board Directors' compensation be \$4,152.00 per year, and that the School Board Chair be \$4,760.00 per year, and a \$30.00 stipend for the negotiating committees, per meeting. Mileage will be reimbursed for meetings other than regularly scheduled School Board meetings at the current IRS approved rate established.

School Board Meeting Dates

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt the 2014 School Board Meeting Schedule as follows: January 13, January 27, February 10, February 24, March 10, March 24, April 14, April 28, May 12, May 27, June 9, June 23, July 28, August 11, August 25, September 8, September 22, October 13, October 27, November 10, November 24, and December 8.

Motion carried 7-0.

Committee Assignments

Motion was made by Ms. Erkel, second by Ms. VanDenburgh.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the following revisions to School Board Committee Assignments for 2014. (assignments are attached to the minutes)

Motion carried 7-0.

Consent Agenda

Motion was made by Ms. Erkel to approve the revised Consent Agenda, second by Ms. Van Denburgh.

A. THAT the minutes of December 9, December 16, and December 23, 2013 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
Carpenter, Paul	Seasonal Snow Plower	New Position	MAIN	CONT	varies	varies		\$25.00	12/18/13
Ellingboe, Andrea	Tchr-Special Education	Humann, Deb	SFMS	CONT	186 Prorated	8	T1-BA	\$39,120	01/14/14
Guse, Amy	Tchr-Title I Non Public Schools	New Position	DW	TEMP	50	1.5		\$19.50	01/06/14
Holm-Anderson, Cindy	Transition 15 Project Coordinator	New Position	T15	TEMP	30	5	T3-MA	\$48.08	12/23/13
Johnson, Madeline	EA- Special Education	New Position	SFMS	CONT	172 Prorated	7	B22/1	\$12.01	01/02/14
Maass-Hanson, Julie	Tchr - Special Education	Waldvogel, Patricia	SFHS	TEMP	44	8.0	T1-MA	\$40,740 Prorated	12/17/13

Plaisance, Lynnsey	EA-Special Education	Knode, Micki	SFMS	CONT	172 Prorated	7.0	B22/1	\$12.01	12/11/13
Royal, Anne	EA-Noon	Cox, Amanda	CCCS	CONT	172 Prorated	2.5	A12/1	\$10.76	01/13/14
Schouveller, Bruce	Seasonal Snow Plower	Ramacher, John	TRAN	CONT	varies	varies	Step 1	\$20.00	12/13/13
Sharp, Cindi	FDS Helper server/Helper clerk	Erickson, Andrea	SFHS	CONT	173 Prorated	2.5	A11/1	\$11.27	12/17/13

INTERNAL TRANSFERS

Name	Current Position/Location	Current Days/Hrs	Current Salary	New Position/Location	Days/ Hrs	New Salary	Effective
Herting, Laurie	2 nd Shift-EBCS	261.0/8.0	\$16.28	2 nd Shift-SFMS repl Julie Watson	261/8.0	\$16.28	01/06/14
Johnson, Mark G.	Night Lead-SFMS	261.0/8.0	\$15.35	Night Lead-EBCS repl Barb Landis	261/8.0	\$15.35	01/06/14

LEAVES OF ABSENCE

Name	Position	Location	Expected Duration		Most recent assignment	
			From	To	Days/ Year	Hrs/ Day
Bengtson, Wendy	Employee Relations Supervisor	CSC	11/21/13	01/06/14 Returned	261.0	8.00
Biggins, Thomas	Teacher-Special Education	CSVC	02/25/13	01/31/13 extended	186.0	8.00
Franz, Mary Beth	EA-Health Services	CCCS	11/22/13	12/09/13 Returned	175.0	7.50
Schmitz, Megan	Tchr-Special Education	LLC	09/16/13	12/05/13 Returned	186	8.00
Westbrook, Angela	FDS-Helper/Server	SFE	03/12/14	03/25/14	173.0	3.50
Williams, Anita	EA-Special Education	CSVC	04/29/13	01/02/14	174	7.10

RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION

Name	Position	Site	Reason	Effective	Last Work Day
Anway, Diane	FDS Helper Server/Helper Clerk	EBCS	Retirement Resignation	12/20/13	12/20/13
Adamson, Cheryl	EA-Special Education	CCCS	Resignation	01/29/14	01/28/14
Cox, Amanda	EA-Noon	CCCS	Resignation	01/03/14	10/07/13
Engler, Jeaninne	EA-Noon-LTS for Cox	CCCS	End of Assignment	01/05/14	12/20/13
Hallfielder, Jennifer	EA-Classroom-Layoff Pool	Layoff	Resignation from Layoff Pool	12/03/13	12/03/13
Nelson, Erik	Grounds Maintenance (remains on seasonal list for snow plowing and bus driver sub list)	Trans	Resignation	01/03/14	01/03/14

- 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	\$ 2,478,392.67

02	Food Service	\$	156,497.30
04	Community Services	\$	90,244.29
06	Construction	\$	-
07	Debt Redemption	\$	-
09	Trust and Agency	\$	9,509.22
20	Internal Service	\$	560.14
47	OPEB Debt Service	\$	-
	TOTAL DISTRICT	\$	2,735,203.62

- D. THAT the 2012-2013 Audited Financial Statements be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the Independent School District No. 15 Audited Financial Report and the Extracurricular Student Activity Accounts Audited Financial Report for the fiscal year 2012-2013 be approved.
- 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 as set forth in donor form(s) received:
\$2,000.00, Anonymous, improvements to the girls softball program
\$144.15, Robert Fiebranz Family (Razoo), to SFES to be used as needed
\$96.10, Anonymous and Robert Raymond Fiebranz (Razoo), to SFMS to purchase supplies
\$48.05, Give MN.org, to CCCS to be used at principal's discretion
\$1,500.00, St. Francis American Legion Auxiliary, 3 - \$500.00 scholarships for the 2012-2013 school year
\$200.00 (in kind), Circles of Claddagh – St. Patrick's Church, school supplies for needy students at CCCS
\$10,328.76 (in kind), Grange Insurance Company, salvaged motorcycle to be used in Chopper classroom
\$35.00, Wells Fargo Foundation & Shannon Linson, to SFMS to purchase supplies
\$200.00, Center Point Energy, to SFMS to purchase supplies
\$5,662.56, St. Francis Basketball Association, for boys basketball, salary Waterworth

Motion carried 7-0.

Reports

Student Report

Cassy Stierns provided the student report. There was a HOSA mid-winter competition January 10. Three of the nine state officers are from St. Francis. Auditions were held for the talent show which is January 22 at the PAC. Snow week will be January 27 – 31.

Superintendent Report and Communications

- Mr. Saxton reminded those that have registered for the Minnesota School Boards Association (MSBA) Leadership Conference that the dates are January 16 and 17.

Dialogue Session

Ms. Van Denburgh reported that one individual expressed concern regarding the stalling of negotiations. Two employees from St. Francis High School reported how good the new sound system is in the Performing Arts Center (PAC).

School Board Member Reports

Ms. Glover attended both School Board closed sessions

Ms. Roed will be attending Phase II training and the MSBA Leadership Conference. Ms. Jahnke added that she would be attending MSBA also.

Ms. Van Denburgh attended both School Board closed sessions. A parent called her regarding a bus which was over capacity. Mr. Krause informed Ms. Van Denburgh that a new route was added. Mr. Saxton reported about the capacity situation on the bus and will forward details to the School Board. She also reported that not all School Board emails have been forwarded automatically. Mr. Saxton will check with Mr. Tramm.

She requested to see any written information from the attorney regarding the HR Director.

Ms. Erkel welcomed the new and renewing School Board members. She thanked all that sent condolences for her loss. She reported she is not receiving the forwarded School Board emails. She experienced the impressive new sound system in the PAC.

Mr. Roberts attended TIES conference and witnessed staff receiving awards. He attended the School Board closed sessions. Now the new School Board can move forward with negotiations.

Other Matters

General Obligation Crossover Refunding Bonds Series 2014A

Motion was made by Ms. Erkel, second by Ms. Glover.

(Resolution on file in the Business Services Office)

Motion carried 7-0

A recess was taken at 8:06 p.m.

Closed Session – Negotiation Parameters

Those in attendance: Directors Suzanne Erkel, Janet Glover, Barbara Jahnke, Amy Kelly, David Roberts, Betsy Roed, Marsha Van Denburgh, Superintendent Ed Saxton, Associate Director of Business Services Scott Nelson, Director of Special Services Tim Finn, and Interim Director of Curriculum Paul Neubauer

Closed Session: Motion by Ms. Kelly, second by Ms. Erkel. Vote: 7-0 Time: 8:22 p.m.

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

Resume Open Meeting: Motion by Ms. Kelly: I move that the open meeting be resumed, second by Ms. Van Denburgh. Vote: 7-0 Time: 9:51 p.m.

Board members discussed negotiation parameters for employee groups whose contracts expired June 30, 2013.

The regular meeting was adjourned at 9:52 p.m.

Barbara Jahnke, School Board Clerk