

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
September 28, 2015
Dialogue with School Board - 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 Chairperson Marsha Van Denburgh at 7:00 p.m. with the following members present: Directors Suzanne Erkel, Janet Hunt, Barbara Jahnke, Amy Kelly, Dave Roberts, Scott Schwarz and Superintendent Troy Ferguson.

Others present were Director of Human Resources Brandon Nelson, Director of Business Services Scott Nelson, Director of Special Services Tim Finn, Director of Curriculum & Instruction Nichole Rens, staff and community members.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services October 12, October 26, November 9 and November 23. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Report on Propane Education & Research Council Presentation

Bridgett Kid, representative from Propane Education & Research Council acknowledged Dean Krause, ISD 15 Transportation program supervisor, Curtis Watson, Fleet Fuel USA, Mark Childers, Thomas Built Buses, Dave More, Minnesota Union Group, Theo and David Moritz and Sarah Boo, Cash Gas and Roger Leider, Minnesota Propane Gas Association, for making an important investment of 38 propane buses, which serves as an example to other schools in the state and region. In recognition of ISD 15's adoption of propane buses, a check was presented to Ryan Johnson, principal of St. Francis Elementary School and Krause, from Adopt-A-Classroom in the amount of \$2,500.00 to be used for ISD 15 for classroom purchases. Also, a rebate from the state of Minnesota Propane Group in the amount of \$2,000.00 for each bus purchased up to 5 buses will come to ISD 15.

Report on Roundabout

Harry Grams, Anoka County Highway Department, gave an update on the Bridge Street roundabouts. No construction will begin in 2015. Utility re-location has begun and will continue until the start of winter with full construction starting June 6, 2016. Grams will return in the spring to give a progress report to the School Board and noted that the city of St. Francis is working on its sewer and water projects simultaneously.

Consideration of Visitors

None

Agenda

Motion was made to approve the agenda by Mr. Roberts, second by Ms. Jahnke.

Ms. Van Denburgh motioned to add Alternative Learning Program (ALP) update under administrative reports.

Motion carried 7-0.

Consent Agenda

Ms. Van Denburgh inquired if any board member wanted to remove any items from the consent agenda. Motion was made by Ms. Hunt, second by Mr. Schwarz.

A. THAT the Minutes of September 14, 2015 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
Anderson, Heidi	Comm Coordinator	Deb Thayer	CSC	CONT	200	6	UA	\$18.53	10/19/15
Bauer, Oksana	Educational Assistant	Connie McCann	CCCS	CONT	172	2.5	A12-1	\$11.16	9/23/15
Benolkin, Raenna	Teacher-LTS	Kathy Kolb	EBCS	TEMP	N/A	8	SUB	\$125/day	9/18/15
Carda, Dolores Jaralyn	Office Professional	Jill Stewart	CSC	CONT	195/172	5/2.5	B21	\$14.24	9/28/15
Hoyt, Vicki	Cafeteria Monitor	Tiffany Day	SFHS	CONT	173	2.75	A11-2	\$11.84	9/28/15
Tagg, Andrew	Grounds	Chris Bowers	MTC E	SEAS	39	8	N/A	\$14.00	9/9/15
Telander, Dana	Kids Connection Instructor	NEW	CCCS	CONT	172	2-2.75	CED	\$9.68	9/22/15
INTERNAL TRANSFERS									
Name	Current Position/Location	Current Days/Hrs	Current Salary	New Position/Location	Days/Hrs	New Salary	Effective		
Anderson, Tina	Bus Driver/TRANS	172/6	\$15.09	Bus Driver/TRANS	4/6 168/7	\$15.09	9/14/15		
Benner, Mike	Bus Driver/TRANS	172/8	\$14.02	Bus Driver/TRANS	7/8 165/7	\$14.02	9/17/15		
Chelberg, Tammie	Educational Asst/CCCS	172/6.75	\$13.01	Kids Connection Coordinator	166/6.5	\$16.00	10/5/15		
Dahlstrom, Nicole	Bus Driver/TRANS	172/6	\$14.02	Bus Driver/TRANS	172/6.5	\$14.02	9/21/15		
Denning, Melissa	Teacher/LLC	186/8	\$56,235	Program Supervisor Duties Added/LLC	N/A	\$3,943	7/1/15		
Dupre, Jennifer	Teacher/LLC	211/8	\$60,002	Program Supervisor Duties Added/LLC	N/A	\$17,125	7/1/15		
Kelley, Kay	Bus Driver/TRANS	6/172	\$15.09	Bus Driver/TRANS	6.25/17 2	\$15.09	9/21/15		
Knudson, Rhonda	Cafeteria Monitor/SFE	2/173	\$11.47	Cafeteria Monitor/SFE	173/2.7 5	\$11.47	9/21/15		
Mickelburg, Anne	Office Professional/CCCS	201/8	\$16.24	Office Professional/SFMS	261/7.5	\$16.67	10/12/15		
Stadel, Kathleen	Cafeteria Monitor/SFMS	4.25/173	\$11.47	Cafeteria Monitor/SFMS	4.75/17 3	\$11.47	9/21/15		
LEAVES OF ABSENCE									
				Expected Duration		Most recent assignment			
Name	Position	Location	From	To	Days/Year	Hrs/Day			
Bernard, Lynn	Helper Clerk	SFMS-A	9/8/15	10/1/15	173	3			

Hagen, Cynthia	Cafeteria Monitor	SFMS-B	2/13/15	10/1/15 Extended	173	1.75
Krupke, Carol	Teacher	CCCS	10/20/15	11/2/15	186	8
Larson, Nancy	Teacher	SFMS	9/1/15	9/21/15 Returned	186	8
Mercer, Madeline	Teacher	CCCS	1/16/16	4/11/16	186	8
Olson, Katie	Teacher	CCCS	12/8/15	3/2/16	186	8
Pew, Patty	Teacher	CCCS	3/16/16	3/22/16	186	8
Rolland, Steve	Bus Driver	TRANS	12/15/15	3/15/16	172	8
Roppe, Amber	Helper Server	EBCS	9/2/15	10/26/15 Extended	173	2.5
Watson, Pat	Helper Server	SFHS	9/2/15	11/1/15	173	4.75
Zupko, Amanda	Educational Assistant	CCCS	10/14/15	10/23/15	172	2.5
RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION						
Name	Position	Site	Reason	Effective		
Nordstrom, Joshua	Bus Driver	TRANS	End of Temporary Asgn	9/28/15		
Winberg, Amy	Educational Assistant	SFE	Resignation	10/8/15		

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:

Fund No	Description	Amount
01	General	\$ 1,756,194.92
02	Food Service	\$ 27,384.78
04	Community Services	\$ 45,185.40
06	Construction	\$
07	Debt Redemption Bond Payments	\$
09	Trust and Agency	\$
20	Internal Service-Health Self Insured	\$ 195.03
21	Internal Service-Dental Self Insured	\$
47	OPEB Debt Service	\$

TOTAL DISTRICT

\$ 1,828,960.13

- 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:
\$175.00, Wells Fargo Community Support Campaign, East Bethel Community School, to be used at principal's discretion
\$50.00, Target Corporation-Thanks a Billion, East Bethel Community School, to be used at principal's discretion
\$200.00 In-Kind, Circles of Claddagh-St. Patrick's Church, Cedar Creek Community School, to be used for school supplies for students in need
\$49.01, Karla Foundation-My Coke Rewards Donors, St. Francis High School, to be used at principal's discretion
In-Kind, Bridget Nyara, Transition 15, adult tricycle
\$500.00, Linda & Scott Schell, Cedar Creek Community School, to be used at principal's discretion

Motion carried 7-0.

Reports

Student Report

None

Superintendent Report and Communications

- Completed facility tours at Cedar Creek Community School (CCCS), East Bethel Community School (EBCS), St. Francis Middle School (SFMS), St. Francis High School (SFHS), Lifelong Learning Center (LLC), SandHill Center, Crossroads School & Vocational Center (CSVC) and maintenance shop.
- Thanked Mr. Schwarz & Ms. Parson for assisting in the presentation of the District's Strategic Plan to Bethel and St. Francis city council meetings.
- Worked the St. Francis Lions Coaches breakfast Sunday, September 20, at St. Francis American Legion.
- Met with I-Team co-chairs, Nancy Wallace and Tim Finn, congratulated Ms. Schollman, Ms. Hermann, Ms. Green and Mr. Johnson for their great work on the "Mission Impossible" video, announced Ms. Miller and Mr. Fink will be co-chairs of the branding committee and Ms. Rens and a person to be named will be co-chairs of the communication committee.
- Requested a work session October 12 to discuss how committees such as C+3, Policy, Special Ed and Curriculum & Instruction (C & I) are meeting.
- Attended a meeting with Mr. Finn, Ms. Parson and a representative of Northeast Metro Intermediate District 916 regarding the process of becoming a cooperative member.
- Called a parent who expressed concern about bullying at SFHS.
- Received questions concerning the District following the Strategic Plan, taking that as a positive and will continue to work on accountability for following the plan.
- Conducted a survey with the school board members on negotiation sessions: what can be done to help alleviate busy schedules, do school board members need to be on a different negotiating teams, what times work better, evenings or day?
- Requested a meeting with school board members to discuss superintendent goals.

Dialogue Session

Ms. Jahnke reported students had concerns with limited space on school buses and every Friday is spirit wear at SFMS. They are looking at ways to fundraise for SFMS students who cannot afford to purchase spirit wear.

School Board Member Reports

Ms. Jahnke attended educational assistant and principal negotiations, closed session, toured facilities at CSVC and SFMS.

Ms. Kelly attended teacher and office professional negotiations, Oak Land board meeting and Schools for Equity and Education (SEE) conference. A handout on SEE 2015 legislative platform was given, a regional meeting will be held October 18 at Isanti Creamery.

Mr. Schwarz attended mechanic negotiations, Bethel and St. Francis city council meetings and Anoka-Ramsey community college 50th anniversary.

Mr. Roberts attended Oak Land board meeting, St. Francis Community Drug Awareness (SFCDA) Dash for Dreams annual 5K walk, Ms. Lofgren's 4th grade classroom at CCCS, joint standing committee, received concerns with lack of training to staff on the new Skyward system and phone calls about the level 3 program at CCCS.

Ms. Hunt attended educational assistant, transportation and principal negotiations and joint standing committee.

Ms. Van Denburgh shared topics of discussion at C+3 meeting: 916 program, C & I adding temporary clerical staff, the world's best work force, Alternative Learning Program (ALP) update, and emergency action plan. Attended SFHS varsity football homecoming game, teacher and bus driver negotiations, congratulated the fall sport teams, and expressed how impressed she is with Infinite Campus parent portal. Contacted Minnesota School Board Association (MSBA) regarding stipends and reminded school board members they cannot accept anything over \$5.00. Stated that ISD 15 teachers have filed a lawsuit in District court pertaining to payment of their health care savings plan and that Mr. Duane Anderson, field representative of Education Minnesota, suggested the School Board go out for a levy, because the District is unable to give 6% to bus driver contract. Announced LLC will be hosting a family fun fest October 9.

Ms. Erkel toured many district facilities, attended C+3, mechanic, custodial, principal and office professional negotiations and received questions about the copier system.

Administrative Report

Mr. Scott Nelson, Director of Business Services, reported on the upcoming 2015 Payable 2016 levy for the 2016-17 fiscal years. Mr. Nelson stated the current estimated levy will increase approximately 3%, due to possible changes to the levy before final certification, the recommendation is to certify the levy at "maximum". This allows for changes that Mr. Nelson will bring forward to the School Board if needed.

Mr. Scott Manni, principal of Alternative Learning Program (ALP), gave an update on primary goals, timeline of applications to Minnesota Department of Education (MDE), utilization of building space at CSVC, preparing initial communications to current ALC students and families, gathering information on staffing and budgets, and working on solutions for targeted services for the ALP.

Old Business

None

New Business

Approval of Policy 106 – Meetings of the School Board

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 106 – Meetings of the School Board as revised and updated.

Approval of Policy 512 – Disability Nondiscrimination Policy

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 512 – Disability Nondiscrimination Policy as revised and updated.

Approval of Policy 584 – Gifts To Employees and School Board Members

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 584 – Gifts to Employees and School Board Members as revised and updated.

Approval to Eliminate Policy 427 – Secret Fraternities and Societies

BE IT RESOLVED that the School Board of Independent School District No. 15 eliminate policy 427 – Secret Fraternities and Societies.

Approval to Eliminate Policy 429 – TSES Policies and Procedures

BE IT RESOLVED that the School Board of Independent School District No. 15 eliminate policy 429 – TSES Policies and Procedures.

Other Matters

Approval of Memorandum of Understanding – Bus Riders

Motion was made by Ms. Hunt, second by Mr. Roberts.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve a memo of understanding (MOU) for the Bus Riders.

Motion carried 7-0.

Approval of General Obligation Crossover Refunding Bonds Series 2015a

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

BE IT RESOLVED that the School Board of Independent School District #15 approve General Obligation Crossover Refunding Bonds Series 2015A of the 2007A General Obligations Bonds for the purposed potential reduction of interest cost of the bonds by \$600,000 from 2018 to 2027. To also authorize the Superintendent or Business Director and any Board Officer to award the sale thereof and to take such action and execute all documents necessary to accomplish said award and sale.

Motion carried 7-0.

Approval of Revised Emergency Action Plan

Motion was made by Mr. Roberts, second by Ms. Erkel.

BE IT FURTHER RESOLVED by the School Board of Independent School District No. 15 that the 2015-16 Emergency Action Plan be reviewed and approved,

Categories include:

Emergency Telephone Numbers

Introduction

Active Shooter

Assault

Assault/Sexual

Assault/Sexual Relief Personnel

Bomb Threat

Building Security

Bus Accident

Child Abduction

Child Abuse

Demonstrations/Disturbances

Emergency Exits

Evacuation/Relocation

Fire

First Response/Crisis Response Team

Hazardous Materials

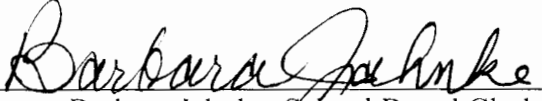
Hostage

Intruder

Lockdown
Media Procedures
Medical Emergency
Reverse Evacuation
School Closing
Severe Weather
Severe Weather Shelter
Sex Offenders
Shelter-In-Place
Shooting
Student Reunification/Release
Suicide
Suicide/Death – School Response
Suicide Response Team Members
Suspicious Package/Mail
Terrorism
Threat
Utility Emergencies
Vandalism/Burglary
Weapons
Appendix A – Emergency Exit Floor Plans
Appendix B – Severe Weather Shelter Area Floor Plans
Appendix C – Building Floor Plans
Appendix D- AED Management Plan

Motion carried 7-0.

The regular meeting was adjourned at 8:46 p.m.


Barbara Jahnke, School Board Clerk