

SCHOOL BOARD
 INDEPENDENT SCHOOL DISTRICT No. 15
 St. Francis, Minnesota
 August 10, 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 Barbara Jahnke, Amy Kelly, Dave Roberts, Scott Schwarz, and Superintendent Troy Ferguson. Not Present: Directors Suzanne Erkel and Janet Hunt.

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

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services Center August 24, September 14, September 28 and October 12. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Consideration of Visitors

None

Agenda

Motion was made to approve the agenda by Ms. Jahnke, second by Mr. Roberts.
 Motion carried 5-0.

Consent Agenda

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

- A. THAT the minutes of July 27, 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 |
| Antinozzi, Jim | B Squad Football Coach | Mike Phillips | SFHS | CONT | 80 | 3 | Schedule C | \$3,032 | 8/10/15 |
| Bodie, Leah | Asst JV Dance Coach | NEW | SFHS | CONT | 30 | 3 | | \$600 | 10/12/15 |
| Cooper, Patty | Educational Assistant | Hanson/Illg | SFMS | CONT | 172 | 7.25 | B22-4 | \$14.21 | 9/2/15 |
| Dunbar, Mitchell | 9 th Grade Football Coach | | SFHS | CONT | | | Schedule C | \$3,790 | 8/10/15 |
| Houle, Thomas | Teacher | Andrew Forbort | SFHS | CONT | 186 | 8 | T3-MA | \$56,235 | 9/2/15 |
| Jacobsen, Troy | 9 th Grade Volleyball Coach | Jennifer Hallfielder | SFHS | CONT | 40 | 3 | Donation | \$3,000 | 8/17/15 |
| Kloss, Kassie | Office Professional | Lisa Vickstrom | TRANS | CONT | 200 | 8 | B21 | \$14.24 | 8/10/15 |
| Lanz, Jeff | Head Girls Hockey Coach | Beth Kuehl | SFHS | CONT | 100 | 3 | | \$5,830 | 10/19/15 |
| Loso, Tanya | Educational | Sarah | SFM | CONT | 172 | 7.25 | B22-1 | \$12.41 | 9/2/15 |

| | | | | | | | | | |
|------------------------|--------------------------------|--------------------|----------|------|-----|-----|----------------|-----------|----------|
| | Assistant | Bouley | | | | | | | |
| Medenwaldt Courtney | B Squad Dance Coach | NEW | SFHS | CONT | 70 | 3 | | \$1,600 | 10/12/15 |
| Moffatt, Brittney | Asst Cross Country Coach | | SFHS | CONT | | | Schedu le C | \$3,207 | 8/17/15 |
| Svihel, Thea | Office Professional | Melissa Carlson | SFHS | CONT | 204 | 7.5 | B21 | \$14.24 | 8/10/15 |
| Vincent, Heather | Teacher-LTS | Beth Kuehl | SFM S | TEMP | 22 | 8 | Sub Pay | \$125/day | 9/2/15 |

INTERNAL TRANSFERS

| Name | Current Position/ Location | Current Days/Hrs | Current Salary | New Position/ Location | Days/ Hrs | New Salary | Effective |
|----------------------|-------------------------------|---------------------|-------------------|------------------------------|--------------|----------------|-----------|
| Hanson, Mark | Asst Track/Field Coach | | | Co-Head Track/Field Coach | | \$4,489. 50 | 8/17/15 |
| Moffatt, Brittney | Asst Track/Field Coach | | | Co-Head Track/Field Coach | | \$4,489. 50 | 8/17/15 |

LEAVES OF ABSENCE

| Name | Position | Location | Expected Duration | | Most recent assignment | |
|--------------------------|-----------|----------|-------------------|--------------------|---------------------------|----------|
| | | | From | To | Days/ Year | Hrs/ Day |
| Kolodzienski, Douglas | Custodian | LLC | 3/31/14 | 1/1/16 | 262 | 8 |
| Landis, Barb | Custodian | EBCS | 7/29/15 | 8/5/15 Returned | 262 | 8 |

RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION

| Name | Position | Site | Reason | Effective |
|-----------------------|-----------------------|-------|-------------|-----------|
| Allard, Rebecca | Teacher | SFHS | Resignation | 8/5/15 |
| Bouley, Sarah | Educational Assistant | SFMS | Resignation | 7/27/15 |
| Dennison, Theresa | Bus Driver | TRANS | Resignation | 8/6/15 |
| Grow, Adele | Educational Assistant | SFHS | Retirement | 6/1/15 |
| Sigfrinius, Calli | Nurse | DW | Resignation | 7/22/15 |
| Tuckenhagen, Lynda | Bus Driver | TRANS | Retirement | 8/4/15 |
| White, Melissa | Educational Assistant | CCCS | Resignation | 8/1/15 |

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 | \$ 1,340,003.77 |
| 02 | Food Service | \$ 49,250.38 |

| | | | |
|----|--------------------------------------|----|--------------|
| 04 | Community Services | \$ | 53,290.24 |
| 06 | Construction | \$ | |
| 07 | Debt Redemption | \$ | |
| 09 | Trust and Agency | \$ | 1,500.00 |
| 20 | Internal Service-Health Self Insured | \$ | 124.87 |
| 21 | Internal Service-Dental Self Insured | \$ | |
| 47 | OPEB Debt Service | \$ | |
| | TOTAL DISTRICT | \$ | 1,444,169.26 |

- 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:
\$70.00 In Kind, Troy & Kathy Ferguson, breakfast items for summer DLT meetings July 29 & 30
\$5411.25 & \$293.00, St. Francis Basketball Association, for girls basketball coaching salaries, HUDL & coach bus
Motion carried 5-0.

Reports

Superintendent Report and Communications

- Reported Open House dates from the District Calendar; September 2 is All Staff Kick-Off Event.
- C+3 meeting will be Tuesday, August 18.
- Summer DLT was held July 29-30.
- Attended the Oak Land board meeting August 5. Discussion included how to split the Oak Land fund balance and set the St. Francis and Cambridge site at fair market value. The district request is that the directors get a licensed real estate broker to sell the buildings.
- Activity buses for the middle school will begin in November.
- Along with Mr. Finn and Ms. Wallace, presented a refresher on the Strategic Plan at the Leadership Conference August 6-7.
- Attended SFHS football fundraiser golf tournament.
- Therapy dog follow-up at St. Francis Middle School. Discussion included reason for visit, air handling process to be contained, visits will be based on need determined by staff. School board policy will be followed.
- Dirt mounds behind the soccer fields will be leveled within the next two weeks.
- A concern about snacks in school following the Wellness Policy will be discussed at the principal's meeting.
- Shout Cast will be replacing School Reach, as the phone service to communicate with parents and staff.
- Strategic Plan update – The Implementation Team (I Team) is working on “Every Employee Knows” for the All Staff Kick-Off Event September 2. The communication/trust and branding groups will begin their work once the school year begins.
- Along with Mr. Roberts, presented the Strategic Plan at the St. Francis Area Chamber of Commerce meeting.
- Inquired what dates and times will work for board members to assist in the tour of ISD15 facilities and grounds.
- Asked if any school board members would like to be on the interview committee for the Assistant Principal Data and Assessment Coordinator of Curriculum & Instruction. Ms. Jahnke volunteered.
- St. Francis Lions Club is hosting Art in the City Park Corn Fest September 12.
- St. Francis Area Chamber of Commerce is hosting a golf tournament in support of Pioneer Days August 18.

Dialogue Session

No one attended

School Board Member Reports

Ms. Jahnke passed.

Ms. Kelly attended the Oak Land and policy meetings.

Mr. Schwarz attended the MSBA conference.

Mr. Roberts attended Oak Land meeting, will be attending the Princeton board meeting, is happy to see the middle school activity buses continue on for the year, attended the St. Francis Community Drug Awareness (SFCDA) golf club fundraiser, wellness information should be given to the Parent Teacher Organization (PTO) for the purchasing of the snack cupboards at the elementary schools, received many phone calls and emails concerning the VEBA contribution, mentioned that Columbus Day is no longer observed on the school calendar.

Ms. Van Denburgh received phone calls on the VEBA contribution; this will be brought to the C+3. Preschool teacher negotiations will be tomorrow. Ms. Van Denburgh made note that August 31 is 9th grade orientation.

Administrative Report

- Copier Contract

Mr. S Nelson explained the process of getting vendor quotes, including the buyout of the current Toshiba contract. Mr. Kienitz and Mr. S Nelson reviewed documents and made reference calls. The new copier contract will have a print copier management software that will assist administration to control copying costs. Each building will have a 45-per-minute color copier and a 25-per-minute copier for short runs. Mr. Ferguson explained the copier frustration reached an all time high by staff which started the search for a different system. Toshiba contract will cease September 30.

- Statewide Health Improvement Program (SHIP Grant)

Anoka County Community Services approached the District on participating in the SHIP grant. Mr. Finn explained the goal of the SHIP grant is to increase access and availability of healthy foods within the school environment as well as to increase physical activity throughout the day. There are two components: one is the school/student side, looking at incorporating healthy nutrition into the school system. The other is regarding staff, with the focus on the healthy living/ healthy lifestyles. Approval of this grant will be approximately \$85,000 a year for at least two years; \$60,000-\$65,000 will be on the student side and \$20,000-\$25,000.00 on the staff side. Cabinet has discussed and believes this follows our mission statement. Communication has been sent to Anoka County that we are interested; an official approval will need to be done in September. Discussion included implementing this with after school activities, Kids Connection and Early Childhood.

Old Business

Approval of Policy 511 –Equal Employment Opportunity

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

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 511 – Equal Employment Opportunity as revised and updated.

Motion carried 5-0.

Approval of Policy 566 – Family and Medical Leave Policy

Motion was made by Ms. Kelly, second by Mr. Schwarz.

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 566 – Family and Medical Leave Policy as revised and updated.

Motion carried 5-0.

New Business

None reported

Other Matters

Approval of Copier Contract for a Central Copying System

Motion was made by Mr. Roberts, second by Mr. Schwarz.

BE IT RESOLVED by the School Board of Independent School District No.15 to approve a contract

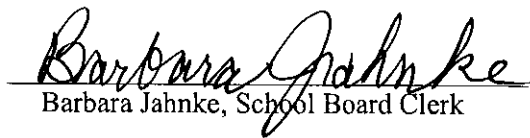
with Loffler Companies, Inc. to provide centralized copier services for the school district. The contract includes a buyout of the current Toshiba contract (approximately \$35,000 as of October 1) and copier management software that will assist administration to control copying costs. These centralized copy programs are the most financially efficient systems for operations. The contract will be a 5 year rental agreement. Monthly rate will be approximately \$3,800 per month.

Motion carried 5-0.

Discussion on Superintendent Search

Superintendent Ferguson removed himself. Documents were made available from MSBA on how to handle the search by three different companies. Discussion regarding a search for superintendent included: do we want a state-wide search, small search, no search? Due diligence to the District and Mr. Ferguson, follow the mission statement, timeline to start the search, talk to MSBA on how to handle the interview process, if the district is responsible to cover expenses on candidates, how to put it on the agenda. A possible work session to be scheduled prior to a board meeting.

The regular meeting was adjourned at 8:09 p.m.


Barbara Jahnke, School Board Clerk