

SCHOOL BOARD MEETING

INDEPENDENT SCHOOL
DISTRICT No. 15

REGULAR MEETING

September 28, 2015

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.
 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

October 12, 2015	October 26, 2015
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
 November 9, 2015	 November 23, 2015
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

Propane Education & Research Council Presentation – Scott Nelson, Paula Wilson, Dean Krause
Roundabout update - Harry Grams, Anoka County Highway Department
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 September 14, 2015.....	5
B.	Approval of Routine Personnel Items.....	14
C.	Approval of Disbursements (emailed 09/25)	
D.	Approval of Gift Acknowledgements.....	16

- V. Reports

A.	Student Report	
B.	Superintendent Communications and Report	
C.	Dialogue Session	
D.	School Board Member Reports	
E.	Administrative Report	
	<ul style="list-style-type: none"> ● 2015 payable 2016 preliminary levy – Mr. S Nelson ● <i>Alternative Learning Program (ALP) Update – Scott Manni</i> 	

- VI. Old Business

- VII. New Business

A.	Approval of Policy 106 – Meetings of The School Board.....	17
B.	Approval of Policy 512 – Disability Nondiscrimination Policy.....	18
C.	Approval of Policy 584 – Gifts To Employees and School Board Members.....	19
D.	Approval to Eliminate Policy 427 – Secret Fraternities and Societies.....	20
E.	Approval to Eliminate Policy 429 – TSES Policies and Procedures.....	21

- VIII. Other Matters

A.	Approval of Memorandum of Understanding – Bus Riders	22
B.	Approval of 2015 Payable 2016 Proposed Property Tax Levy.....	23
C.	Approval of Revised Emergency Action Plan	24

- IX. Other Business

- X. Adjournment

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
September 14, 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 Janet Hunt, Barbara Jahnke, Amy Kelly, Dave Roberts, Scott Schwarz, and Superintendent Troy Ferguson. Not present: Director Suzanne Erkel.

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

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services September 28, October 12, October 26 and November 9. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Report on Long-Term Facilities Maintenance Revenue Plan and Approval Obligation Crossover Refunding Bonds

Michael Hoheisel from Robert W. Baird and Co., Independent School District 15's financial adviser, presented to the School Board the new Long-Term Facilities and Maintenance Revenue (LTFMR) process along with a 10-year maintenance plan. He explained the potential revenue impact for the district, as well as the tax impact to the residents of ISD 15 and how it can be structured to minimize the tax impact. Mr. Hoheisel also reviewed the 2015A G.O. Crossover Refunding and how it impacts the District by lowering the interest cost of the previous 2007A G.O. Bonds.

Consideration of Visitors

None

Agenda

Motion was made to approve the agenda by Ms. Hunt, second by Mr. Roberts.
Motion carried 6-0.

Consent Agenda

Ms. Van Denburgh inquired if any board member wanted to remove any items from the consent agenda. Ms. Jahnke asked to remove Item B. Personnel Items to be considered separately.

Motion was made by Ms. Hunt to approve the revised Consent Agenda items A, C, D, E second by Mr. Schwarz.

Motion carried 6-0.

Motion was made by Mr. Roberts to approve Item B, second by Ms. Kelly, to remove Nancy Larson's leave.

Motion carried 6-0.

- A. THAT the minutes of August 24, 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
Allard, Courtney	Kids Connection Asst. AM	NEW	CCCS	CONT	N/A	4.25	CED	\$9.25	9/14/15
Auman, Charity	Educational Assistant	Connie McCann	CCCS	CONT	172	2.5	A12-1	\$11.01	9/2/15
Anderson, Tina	Bus Driver	Theresa Dennison	TRANS	CONT	172	6	B21-3	\$15.09	9/8/15
Blanske, Michelle	Bus Rider/Driver	NEW	TRANS	CONT	172	6	B21-1	\$13.52	9/8/15
Bolles, Christina	Educational Assistant	NEW	TRANS	CONT	135	4.5	A12	\$11.76	9/9/15
Dettman, Ann	Dean of Students	Trina Schultz	CCCS	CONT	196	8	CL3	\$72,594	9/2/15
Douglas, Myla	Educational Assistant	Jennifer Barnes	SFE	CONT	172	6.75	B22-1	\$12.41	9/2/15
Falk, Jordan	9 th Grade Soccer Coach	Becky Allard	SFHS	CONT	N/A	N/A	C K-1	\$2,425	8/17/15
Gomes, Kara	Educational Assistant	Katlynn Lambeth	SFHS	TEMP	172	7.25	B22-3	\$13.61	9/8/15
Graham, Jaime	Helper Server	Cheri Ingalls	SFMS-A	CONT	173	2	A11-1	\$11.47	9/2/15
Hanson, Alexander	Cafeteria Monitor	Peggy Johnson	SFHS	CONT	173	2.25	A11-1	\$11.47	9/2/15
Heitzman, Autumn	Teacher	Rebecca Allard	SFHS	TEMP	186	8	T1-BA	\$39,696	9/2/15
Houle, Tom	DECA Advisor/School Store		SFHS	CONT	N/A	N/A		\$1574 \$758	9/2/15
Hunt, Sarah	Educational Assistant	Amanda Heywood	CSVC	CONT	172	6.75	B22-1	\$12.41	9/2/15
Kendle, Samantha	Helper Server	Karen Grahek	EBCS	CONT	173	2.5	A11-2	\$11.84	9/2/15
Kogler, Carol	Helper Server	Karen Day	SFMS-A	CONT	173	3.75	A11-2	\$11.84	9/2/15
Lynch, Amber	Educational Assistant	Noel Gjerde	SFHS	CONT	172	7.25	B22-2	\$13.01	9/11/15
McLean, Timothy	Teacher	Timothy McLean	SFHS	TEMP	186	6		\$55,266	9/2/15
McColley, Anne	Educational Assistant	Michelle Stewart	SFE	CONT	172	6.75	B21-4	\$13.86	9/2/15
Mitchell, Chad	Bus Rider/Driver	NEW	TRANS	CONT	172	6	B21-	\$13.52	9/8/15
Mitchell, Julie	Educational Assistant	NEW	CCCS	CONT	172	6.75	B22-2	\$13.01	9/16/15
Mustfal, Colin	Asst Soccer Coach	NEW	SFHS	CONT	N/A	N/A	C I-1	\$2,658	8/17/15
Nast, Laina	Nurse	Calli Sigfrinius	DW	CONT	186	8	BA-T1	\$39,696	9/21/15
Olson, Joel	Asst Director Fall		SFHS	CONT	N/A	N/A	D JJ-4	\$1,604	9/14/15

	Play								
Paquay, Debra	Arts Activities Advisor ½	Sue Redfield	SFHS	CONT	N/A	N/A	D-MM-3	\$379.	9/8/15
Pedley, Chuck	Educational Assistant	NEW	TRANS	CONT	172/126	3/1.5	A12	\$11.76	9/8/15
Petersen, Margaret	Helper Clerk	Kelli Toikka	SFMS	CONT	173	3	A11-3	\$12.22	9/2/15
Phillips, Courtney	Helper Clerk	MaryBeth Riebe	SFMS-A	CONT	173	3.75	A11-2	\$11.84	9/14/15
Ryan, Jennifer	Bus Rider/Driver	NEW	TRANS	CONT	172	6	B21-1	\$13.52	9/8/15
Shequin, Mandi	Cafeteria Monitor	Julie Bartell	SFE	CONT	173	2	A11-1	\$11.47	9/2/15
Sigfrinius, Calli	LTS Nurse	Callie Sigfrinius	DW	TEMP	Varies	N/A			
Stoeckel, Brittany	Preschool Instructor	Jessica Backlin/ Christine Hallstrom	LLC	TEMP	160	3.75	1	\$19.26	9/8/15
Terris, Diana	Educational Assistant	NEW	SFE	CONT	172	6.75	B22-2	\$13.01	9/2/15
Thompson, Dana	Educational Assistant	Brad Krause	CSVC	CONT	172	6.75	B22-4	\$14.21	9/2/15
Topitzhofer, Noelle	Teacher	NEW	CCCS	CONT	186	8	T1-MA	\$41,349	9/2/15
Torson, Danyelle	Asst Track Coach		SFHS	CONT	N/A	N/A	C H-3	\$3,498	3/14/16

INTERNAL TRANSFERS

Name	Current Position/ Location	Current Days/Hrs	Current Salary	New Position/ Location	Days/ Hrs	New Salary	Effective
Barnes, Jennifer	SFE			CSVC			9/2/15
Kissel, Deborah	Educational Assistant/EBCS	4/172	\$12.41	Educational Assistant/EBCS	6.75/172	\$12.41	9/8/15
Krause, Brad	Educational Assistant/CSVC	172/6.75	\$12.41	Behavior Intervention Assistant/CSVC	7.25	172	\$24,000
Molin, Robin	Kids Connection Instructor/SFE	176/	\$10.00	Just 4 Kids Lead Instructor/SFE	180	\$12.51	
Springer, Kim	Office Professional/CSC	262/8	B22	Office Professional/CSC	262/8	B23	7/1/15
Tholen, Anna	Kitchen Manager/SFMS	7.75/		Kitchen Manager/SFMS	8/		9/8/15

LEAVES OF ABSENCE

			Expected Duration		Most recent assignment	
Name	Position	Location	From	To	Days/ Year	Hrs/ Day
Armstrong, Kelsey	Educational Assistant	T15-CSVC	9/4/15	9/3/16 Extension	172	
Bryan Bottema	Custodian	SFHS	3/26/15	10/12/15 Extension	262	8

Fetzik, Steve	Teacher	SFHS	8/18/15	9/16/15 Return	186	8
Fish, Connie	Helper Server	CCCS	4/7/15	9/2/15 Returned	173	
Held, Robert	Teacher	SFHS	9/2/15	12/1/15	186	8
Landis, Barbara	Custodian	EBCS	8/18/15	8/26/15 Returned	262	8
Larson, Naney	Teacher	SFMS	9/1/15	6/21/15	186	8
Orpen, Teresa	Teacher	SFHS	12/1/15	3/3/16	186	6.8
Salmela, Margaret	Helper Server	CCCS	5/20/15	9/2/15 Returned	173	
Schmidt, Tyrone	Teacher	SFMS	10/1/15	10/14/15	186	8

RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION

Name	Position	Site	Reason	Effective
Bowers, Christopher	Grounds	MTCE	Deceased	9/8/15
Day, Tiffany	Cafeteria Monitor	SFHS	Resignation	8/23/15
Halfman, Joe	Bus Driver	TRANS	Termination	9/2/15
Heywood, Amanda	Educational Assistant	CSVC	Resignation	8/28/15
Metcalf, Anna	Kids Connection Coordinator	CCCS	Termination	8/26/15
Molin, Robin	Helper Server Only	SFE	Resignation	8/28/15
Phillips, Catherine	Helper Server	SFMS	Resignation	8/28/15
Riebe, MaryBeth	Helper Server	SFMS	Resignation	8/28/15
Ryan, Jennifer	Bus Rider	TRANS	Resignation	9/14/15
Schumacher, Colleen	Kids Connection Instructor	CCCS	Resignation	6/12/15

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	\$ 1,623,621.58
02	Food Service	\$ 38,105.71
04	Community Services	\$ 65,356.37
06	Construction	\$

07	Debt Redemption Bond Payments	\$	
09	Trust and Agency	\$	1,800.00
20	Internal Service-Health Self Insured	\$	34,988.76
21	Internal Service-Dental Self Insured	\$	37,436.45
47	OPEB Debt Service	\$	
	TOTAL DISTRICT	\$	1,801,308.87

- 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:
 \$93.24, Wells Fargo Community Support Campaign, Principal's discretion
 \$100.00, Anoka County Hennepin Credit Union, Donation to support continental breakfast for staff at the All Staff Kick-Off event on September 2, 2015
 \$1,500.00, Hanz & Heidi Lehrke, for the SFHS girls soccer program
 \$100.00, Allina Health System (Dollars for Doors), Early Childhood discretion
 \$183.00, Wells Fargo Community Support and Matching Gifts Program, to be used as needed
- E. APPROVAL OF OUT OF STATE TRAVEL – SFHS MEDIA
 BE IT RESOLVED by the School Board of Independent School District No. 15 that the St. Francis High School Media proposal for an Out of State trip to Orlando, FL November 12-15, 2015 to attend the National Scholastic Press Association Convention be approved as requested.
 Motion carried 6-0.

Reports

Superintendent Report and Communications

- Met with officials from Anoka County Highway Department concerning the pedestrian crossing on Highway 47, between St. Francis Middle School (SFMS) and McDonalds.
- Toured East Bethel Community School (EBCS) September 10, tours will be done at SFMS, Sandhill Center and St. Francis High School (SFHS).
- C+3 meeting is Tuesday, September 15, at 11:30 a.m.
- The Strategic Plan was presented to the Oak Grove City Council at the August 31 meeting. Mr. Ferguson plans on presenting the Strategic Plan to Bethel, St. Francis, Andover and East Bethel city council's next week.
- Attended a teacher writing workshop September 1.
- All Staff Kick-Off was held September 2, thirty-one staff members were recognized for their years of service to ISD 15.
- Attended ISD 15 open houses. Thank you to the School Board and cabinet members who also attended.
- First day of school was a success.
- Have been assisting in directing traffic in the mornings on Bridge Street and Ambassador Blvd at SFMS.
- Attended St. Francis Annual Lions Corn Fest and the first ever Punt, Pass & Kick competition September 12. A special thank you to SFHS football players who volunteered.

- Congratulated SFHS varsity football team on their win against Cambridge and bringing home the Battle of the Paddle trophy.
- St. Francis American Legion is hosting a coach's pancake breakfast on September 20, everyone is welcome.
- Mr. Finn and Mr. Ferguson will be meeting with the superintendent and special education director of Intermediate District 916 to discuss becoming an associate member of that organization.
- Ratwik Law Conference is October 9 in Brooklyn Center. If any School Board members wish to attend, contact Ms. Springer.
- District Leadership Team (DLT) is Tuesday, September 15 at 8:00 a.m. School Board members are welcome to attend.
- Working with elementary principals to secure common Professional Learning Communities (PLC) time for elementary staff.
- Received emails about transportation concerns, follow up phone calls have been done.
- A reminder of a fundraiser for Sergeant Jake Rehling of the St. Francis Police Department (SFPD) October 3 at Captains on Long Lake.

Dialogue Session

None

School Board Member Reports

Ms. Jahnke attended All Staff Kick-Off event, C+3 meeting, Office of School Technology (OST) negotiations and toured EBCS.

Ms. Kelly attended Oak Land board, Policy and Finance committee meetings.

Mr. Schwarz attended All Staff Kick-Off event, open houses at SFMS, SFHS, EBCS, SFES and Crossroads School & Vocational Center, custodial negotiations and toured EBCS. Congratulations to the transportation department for attending all open houses.

Mr. Roberts congratulated John Santiago, a former SFHS football player, who is now playing football at the University of North Dakota (UND) and the SFHS varsity football team for their win over Cambridge-Isanti High School. Received phone calls on a concern regarding a process at one of the schools, and on the process of hiring the superintendent, was the Strategic Plan being followed? Attended Oak Land board meeting and open house at CCCS. Thanked Ms. Bobbi Anderson-Hume, principal of SFMS and Anoka County for their work on a chemical health video, release will be soon.

Ms. Hunt attended SFHS open house, SFMS Site Management Council (SMC), Finance and Policy meeting.

Ms. Van Denburgh welcomed student representative Ms. Lillian Baumann. Attended Oak Land board meeting, SFMS and CCCS open houses, SFHS 9th grade orientation, All Staff Kick-Off event and the Punt, Pass & Kick competition and toured EBCS. Sympathy goes out to the Bowers family.

Administrative Report

Ms. Nichole Rens, Curriculum & Instruction director commented on how the District is doing well on some areas and what areas need improvement, according to the state's release of Adequate Yearly Progress (AYP).

Old Business

Approval of Policy 436 - Student Parental, Family, and Marital Status Nondiscrimination

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 436 – Student Parental, Family, and Marital Status Nondiscrimination.

Motion carried 6-0.

Approval of Revised Policy 515 – Veteran’s Preference

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

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 515 – Veteran’s Preference as revised and updated.

Motion carried 6-0.

Approval of Revised Policy 535 – Tobacco-Free Environment

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

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 535 – Tobacco-Free Environment as revised and updated.

Motion carried 6-0.

Approval of Revised Policy 588 – Hazing Prohibition

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

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 588 – Hazing Prohibition as revised and updated.

Motion carried 6-0.

New Business

None

Other Matters

Approval of Employment Agreement – Office of School Technology Association

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 2015-2017 terms and conditions of employment for office of school technology employees be approved as presented.

Motion carried 6-0.

Approval of General Obligation Crossover Refunding Bonds Series 2015A

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

Discussion included: When will the refunding of this bond come due, will the current plan brought forward tonight be paid off by 2019, what’s the reason for this bond, why is the authorization language so broad, is the rate locked in?

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 6-0.

Approval of Long-Term Facilities Maintenance Revenue Plan (LTFMR)

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

Discussion included: Concern with how legislature is putting the school board in situations without voter approval.

BE IT RESOLVED by the School Board of Independent School District No. 15 to approve the Long-Term Facilities Maintenance Revenue (LTFMR) plan with summary totals allowing the Superintendent or Business Director to submit a 10 year LTFMR plan to the Minnesota Department of Education.

Motion carried 6-0.

Approval of ISD 15 St. Francis Public Schools Resolution Regarding Dissolution of The Oak Land Cooperative Center

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

WHEREAS, Independent School District No. 15 (ISD #15) is a member of the Oak Land Cooperative Center (“Cooperative”) pursuant to the Cooperative’s Amended Joint Agreement and Bylaws, Amended May 9, 2012;

WHEREAS, the Cooperative consists of three member school districts (collectively the “Members”, individually a “Member”), including ISD #15, ISD #477, and ISD #911 Cambridge-Isanti Public Schools; and

WHEREAS, ISD #15 has previously voted to withdraw from the Cooperative; ISD #911 has adopted a resolution in favor of dissolving the Cooperative; and it is believed upon reliable information that ISD #477 has taken action to the same or similar effect; and that as such at least a majority of the Members currently favor dissolution of the Cooperative; and

WHEREAS, ISD No. 15 has two representatives on the Governing Board of the Cooperative; and

WHEREAS, the School Board for Independent School District No. 15 (“School Board”) wants to manage its own alternative programming to assure it follows our Mission and Core Values; and

WHEREAS, the School Board wants to train and include its alternative education teachers in our District's PLC process; and

WHEREAS, the School Board is aware of inequities in lease agreements of the Cooperative; and

WHEREAS, the School Board has the facilities space to provide vocational programming for our vocational education students at Crossroads and the Middle School and High School; and

WHEREAS, the School Board believes its teacher-supported Saints On-Line program will allow even more flexibility in serving students with alternative needs, and the ability to identify and provide programming to those students through its teacher-supported on-line, ALP, and High School/Middle School classes. Some students could have all 3, others 1 or 2; and

WHEREAS, in the School Board’s experience, students who left SFHS for Oak Land have rarely transitioned back. Our teachers, our curriculum, our training, our PLC's will create a culture conducive to students moving more fluidly throughout our system to get their needs met.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 15, as follows:

1. That the School Board favors dissolution of the Cooperative and, accordingly and more specifically, the School Board seeks the termination of the Cooperative’s Amended Joint Agreement and Amended Bylaws, dissolution of its Governing Board, and cessation of all its operations effective September 1, 2016 (collectively referred to herein as the “Dissolution Objectives”).

2. That the School Board directs its Superintendent and its representatives on the Governing Board of the Cooperative to take all reasonable and necessary measures to effect the Dissolution Objectives, including by voting in favor of resolutions of the Cooperative intended to effect the Dissolution Objectives.

Additionally, the District shall take the following actions:

3. Cause seven certified copies of this resolution to be transmitted to the Governing Board of the Cooperative as notice of the District withdrawal.
4. Direct the School Board's representatives on the Cooperative's Governing Board to negotiate and facilitate any necessary actions by the Cooperative's Governing Board to effect the following to the greatest extent feasible:
 - a. Cause to be filed with Auditors of Anoka County, Isanti County, Mille Lacs, Benton, Chisago, and Sherburne County a certified copy of this dissolution resolution.
 - b. Agree to the Dissolution Objectives to be effective not later than September 1, 2016.
 - c. Cause an accounting to be prepared of the all the Cooperative's assets and liabilities as of September 1, 2016.
 - d. Cause to be engaged a commercial real estate broker on behalf of the Cooperative to market and effect the sale of the Cooperative's real estate located at 22970 Butterfield Dr. NW, St Francis, MN 55070 and that located at 626 Main Street North, Cambridge, MN 55008 ("Oak Land East") (collectively, the "Property") with a goal of completing sale of the Property no later than September 1, 2016.
 - e. Cause an amount of the Cooperative's funds to be distributed to ISD No. 15 St. Francis Public Schools equivalent to the proportionate share of ISD No. 15 St. Francis Public Schools under Paragraph VIII "Dissolution" of the Amended Bylaws, as of September, 2016.

Motion carried 6-0.

Closed Session – Negotiation Strategy

Closed Session: Motion was made by Mr. Roberts, second by Mr. Schwarz.

Motion carried 6-0.

Time 8:31 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

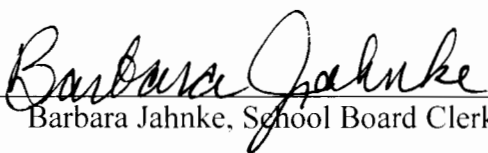
Resume Open Meeting: Motion was made by Ms. Hunt, second by Mr. Roberts.

Motion carried 6-0.

Time 8:40 p.m.

In closed session, the School Board discussed negotiation strategies for an employee group with contract expiring June 30, 2015.

The regular meeting was adjourned at 8:23 p.m.


Barbara Jahnke, School Board Clerk

IV. B. ROUTINE PERSONNEL ITEMS

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
Bauer, Oksana	Educational Assistant	Connie McCann	CCCS	CONT	172	2.5	A12-1	\$11.01	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
Tagg, Andrew	Grounds	Chris Bowers	MTCE	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		
Kelley, Kay	Bus Driver/TRANS	6/172	\$15.09	Bus Driver/TRANS	6.25/172	\$15.09	9/21/15		
Knudson, Rhonda	Cafeteria Monitor/SFE	2/173	\$11.47	Cafeteria Monitor/SFE	2.75/173	\$11.47	9/21/15		
Stadel, Kathleen	Cafeteria Monitor/SFMS	4.25/173	\$11.47	Cafeteria Monitor/SFMS	4.75/173	\$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	9/23/15	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		
Chelberg, Tammie	Educational Assistant	CCCS	Resignation	10/2/15		

MOTION:

SECOND:

09/28/15

IV. C. APPROVAL OF DISBURSEMENTS

SCHOOL BOARD MEETING DATE:		9/28/2015	
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

MOTION:

SECOND:

09/28/15

IV. D. GIFT ACKNOWLEDGMENT(S)

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 as principal's discretion

\$50.00, Target Corporation-Thanks a Billion, East Bethel Community School, to be used as 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 as principal's discretion

In-Kind, Bridget Nyara, Transition 15, adult tricycle

MOTION:

SECOND:

09/28/15

VII. A. 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.

Background:

School districts are encouraged to have a policy regarding meetings of the School Board. There is interest to change the agenda format and order of business. Please note this policy has not been reviewed by the finance policy committee. The request to change the format was after the last finance policy committee meeting and waiting to review at the next meeting would delay the possibility of changing at least one more month.

FIRST READING

09/28/15

VII. B. 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.

Background:

School districts are required to have a policy regarding disability nondiscrimination. The revisions to the policy presented are based on the Minnesota School Boards Association model policy. The policy has been reviewed by administration and the finance policy committee and approval is recommended.

FIRST READING

09/28/15

VII. C. 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.

Background:

School districts are encouraged to have a policy regarding gifts to employees and school board members. The revisions to the policy presented are based on the Minnesota School Boards Association model policy. The policy has been reviewed by administration and the finance policy committee and approval is recommended.

FIRST READING

09/28/15

VII. D. 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

Background:

School districts are not required to have a policy regarding secret fraternities and societies. There is no Minnesota School Boards Association model policy. The elimination of this policy has been reviewed by administration and the finance policy committee and elimination is recommended.

FIRST READING

09/28/15

VII. E. 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

Background:

School districts are not required to have a policy regarding TSES Policies and Procedures. There is no Minnesota School Boards Association model policy. The elimination of this policy has been reviewed by administration and the finance policy committee and elimination is recommended.

FIRST READING

09/28/15

VIII. A. APPROVAL OF MEMORANDUM OF UNDERSTANDING – BUS RIDERS

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

Background:

The bus rider program was very successful in 2014-2015. The parties have agreed to revise and renew the memo of understanding that defines the provisions for this program. Administration recommends approval.

MOTION:

SECOND:

09/28/15

VIII. B. APPROVAL OF 2015 PAYABLE 2016 PROPOSED PROPERTY TAX LEVY

BE IT RESOLVED that Independent School District No. 15 School Board approve the 'MAXIMUM' Levy on the 2015 Payable 2016 Levy Limitation and Certification for School Year 2016 – 2017.

NOTE: The MDE will not have the Levy Certification Approval Form available for this agenda delivery and may not be available by the Board meeting. Upon Board approval, the Board Clerk may need to come in and sign the necessary documents once available.

Background:

In accordance to Minnesota Statutes, a School District's Levy must be certified to the County Auditor on or before September 30 each year. School Boards approve the "MAXIMUM" Levy as the preliminary levy allowing adjustments to be made until the Final Levy is certified in December each year.

Administration recommends approval of the 2015 Payable 2016 Levy at "MAXIMUM" allowing for adjustments to be made as necessary until the final levy approval in December. This levy includes the new Long Term Facilities and Maintenance Revenue Michael Hoheisel our financial adviser from Baird Co. explained to you at the September 14 Board Meeting.

The Truth in Taxation hearing will be scheduled for the December 14, 2015 at 7:00 p.m. during the regular meeting. There is no need to approve the date due to a former Board resolution that stated the Truth in Taxation hearing will be held the first Board Meeting in December each year unless another Board Resolution changes it.

Any questions please call Scott Nelson, Director of Business Services 763-753-7057 or email at scott.nelson@isd15.org.

MOTION:

SECOND:

09/28/15

VIII. C. APPROVAL OF REVISED EMERGENCY ACTION PLAN

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

Background:

The District-wide Emergency Action Plan is approved annually by the School Board. This document is **classified as nonpublic** by the Responsible Authority of ISD 15. The document was emailed to School Board members for the purpose of limited review under MN Ch. 13.37, Subd. 3 b:

(b) The responsible authority of a government entity in consultation with the appropriate chief law enforcement officer, emergency manager, or public health official, may make security information accessible to any person, entity, or the public if the government entity determines that the access will aid public health, promote public safety, or assist law enforcement.

MOTION:

SECOND:

09/28/15