

SCHOOL BOARD MEETING

INDEPENDENT SCHOOL
DISTRICT No. 15

REGULAR MEETING

November 9, 2015

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
November 9, 2015
Dialogue with School Board – 6:30 PM
Regular Meeting - 7:00 PM
Central Services Center - Community Room
4115 Ambassador Blvd.
AGENDA

- I. Call to order - Pledge of Allegiance
- II. Adoption of Agenda
- III. Consideration of Visitors
(To address the School Board, complete the card and submit to the Chair)
- IV. Dialogue Session Report
- V. Consent Agenda
 - A. Approval of October 26, 2015, Minutes 3
 - B. Approval of Routine Personnel Items 8
 - C. Approval of Disbursements (emailed, November 6, 2015)
 - D. Approval of Gift Acknowledgements 10
 - E. Approval of Extended Trip Request - HOSA Fall Delegation Assembly 11
- VI. Information Items and Reports
 - A. World Domination
Presenter: Ms. Parson & Mr. Fredrickson
 - B. Superintendent Communications and Report
- VII. Action Items
 - A. Approval of Policy 607 - Transportation of Public School Students 14
 - B. Approval of Membership to Northeast Metro Intermediate School District 916 24
 - C. Approval of Employment Agreement-Laundry Workers, Grounds, Custodians and Maintenance 26
- VIII. Student Report
- IX. Board Member Reports
- X. Closed Session - Negotiation Strategy 56
- XI. Adjournment

SCHOOL BOARD
 INDEPENDENT SCHOOL DISTRICT No. 15
 St. Francis, Minnesota
 October 26, 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 Special Services Tim Finn, Director of Curriculum & Instruction Nichole Rens, staff and community members.

Agenda

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

Consideration of Visitors

Ms. Miller, communications program supervisor, introduced Ms. Anderson, communications coordinator. Ms. Anderson is a new employee in the Communications Department filling a vacancy.

Ms. Bishop, parent of an ISD 15 student, addressed the School Board regarding an incident that occurred last week at one of the school facilities.

Northeast Metro Intermediate School District 916

Ms. Hayes, superintendent of Northeast Metro 916, gave a presentation about a potential membership of ISD 15 joining 916.

Dialogue Session

Ms. Erkel and Mr. Schwarz reported that students from St. Francis Middle School want shorter bus rides, inquired about physical education grading standards, have concerns with bullying, more after school activities are needed, would like to add anonymous tipline, want more local businesses to help in the funding of spirit wear, want to add gaga ball pits and said the school lunches are wonderful.

Consent Agenda

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

- A. THAT the Minutes of October 12, 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
Akeson, Seth	9 th Grade Basketball Coach	Andrew Forbort	SFHS	CONT	90	3	Schedule C	\$3,032	11/9/15
Krause, Rebecca	Educational Assistant	Tina Schweiters	EBCS	CONT	172	6.75	B22-4	\$14.21	10/22/15

Owens, Angela	Educational Assistant	Jill Lindl	EBCS	CONT	172	6.75	B22-4	\$14.21	10/26/15
Ness, Michelle	Kids Connection Instructor	NEW	CCCS	CONT	176	5.5	CED	\$10.00	10/19/15
Rodger, Patricia	Educational Assistant	Katie Reiter	SFE	CONT	172	2	A12-1	\$11.16	10/20/15
Svihel, Mark	9 th Grade Basketball Coach	NEW	SFHS	CONT	90	3	Schedule C	\$3,032	11/9/15
Wingerson, Amy	Educational Assistant	Linda Stelmacher	EBCS	CONT	172	6.75	B22-4	\$14.21	10/22/15

INTERNAL TRANSFERS

Name	Current Position/ Location	Current Days/Hrs	Current Salary	New Position/ Location	Days/ Hrs	New Salary	Effective
Krause, Lori	Office Assistant/CED/LLC	176.5/6	\$14.25	Office Assistant/CED/LLC	166/6.5	\$14.25	7/1/15

LEAVES OF ABSENCE

Name	Position	Location	Expected Duration		Most recent assignment	
			From	To	Days/ Year	Hrs/ Day
Basara, Amber	Educational Assistant	CCCS	10/23/15	11/5/15	172	6.75
Bottema, Bryan	Custodian	SFHS	3/26/15	11/12/15	262	8
Norby, Sandy	Educational Assistant	CCCS	9/17/15	10/14/15 Returned	172	6.75
Wanamaker, Marjorie	Cashier	CCCS	11/4/2015	12/3/2015	178	5
Ward, Jan	Educational Assistant	CCCS	2/8/16	2/16/16	172	6.5

RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION

Name	Position	Site	Reason	Effective
Jai, Jenny	Educational Assistant	TRANS	Resignation	10/29/15
Johnson, Jenelle	Bus Driver	TRANS	Resignation	10/21/15
Rodrigue, Amy	Educational Assistant	SFE	Resignation	11/6/15
Schwieters, Tina	Educational Assistant	EBCS	Resignation	10/23/15

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	\$ 912,873.25
02	Food Service	\$ 42,212.38

04	Community Services	\$ 33,531.58
06	Construction	\$
	Debt Redemption Bond	
07	Payments	\$
09	Trust and Agency	\$ 2,400.00
	Internal Service-Health Self	
20	Insured	\$ 216.20
	Internal Service-Dental Self	
21	Insured	\$ 27,727.94
47	OPEB Debt Service	\$ 100,762.50
	TOTAL DISTRICT	\$ 1,119,723.85

- 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:
\$50.00 In - kind, Target gift card, East Bethel Community School, family in need
\$78.00, Wells Fargo Matching Gift Program, St. Francis Middle School, to purchase supplies
\$183.00, Wells Fargo Matching Gift Program, St. Francis Elementary School (SFES), to use as needed
\$3194.60, SFES Association of Parents & Teachers, to purchase gaga ball pits and soccer goals
\$30.00, Truist Company, Cedar Creek Community School (CCCS), principal's discretion
\$93.24, Wells Fargo Matching Gift Program, St. Francis High School, principal's discretion
\$756.00, CCCS Parent Teacher Organization (PTO), to be used for 2nd grade field trip to North West Company Fur Post
\$750.00, CCCS PTO, to be used for 5th grade field trip

E. APPROVAL OF MSHSL FOUNDATION GRANT APPLICATION
FORM A
RESOLUTION OF SCHOOL BOARD SUPPORTING
FORM A APPLICATION TO MINNESOTA
STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;
WHEREAS, the District 15 School Board recognizes the value of students participation in extracurricular activities; and
WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.
THEREFORE, BE IT RESOLVED, that the ISD NO. # 15 School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.
Motion carried 7-0.

Information Items and Reports

Site Report - St. Francis Elementary School

- Principal Mr. Johnson presented an overview of highlights happening at St. Francis Elementary School (SFES). The STEM program continues to be a success, anti-bullying campaign took place over the month of October, continuing the Take A Book, Leave A Book campaign, installed security cameras inside and outside of the facility and SFES was recognized as a Reward School for the fourth year in a row by Minnesota Department of Education.

Superintendent Communications and Report

- Attended staff development committee meeting October 13.
- Met with cabinet and elementary principals to secure common times for Professional Learning Communities (PLC) during the day.
- Discussed delivery of the strategic plan and communication with Christine Wroblewski of Teamworks International.
- Attended Anoka Ramsey Community College advisory council meeting October 15.
- Attended teacher negotiations.
- Attended St. Francis High School (SFHS) band concert.
- Congratulated SFHS girls varsity soccer team on a wonderful season and making it to the section final game.
- Thanked Coach Lindquist and the SFHS varsity boys football team on making it to the section final, two years in a row.
- Announced Saints Area Learning Program (ALP) is on track to meet the application timelines and is looking at physical space modifications and staffing needs.
- Mr. Ferguson and Ms. Van Denburgh met with Mr. Lee, director of membership fees of the Minnesota School Boards Association (MSBA) to discuss member services they offer. The District is encouraged to provide an electronic device to School Board members while they serve on the School Board.
- Mr. Powell, principal of Crossroads School and Vocational Center and Transition 15 Program, would like to create a hybrid educational assistant (EA) position. This position will allow the EA to work in both programs, classification will be B23.
- Ms. Springer will monitor and distribute School Board emails to appropriate staff and will respond to the author letting them know the message was received. The communication committee will continue to meet.
- Mr. Ferguson asked School Board members if there are items in the School Board packet they would like to have electronic copies instead of hard copies. Policies and donation sheet can be sent electronically.
- C+3 will be held at different sites in the District, the schedule will be set at the January School Board meeting. Time will still be the third Tuesday of the month, 11:30 a.m.-1:00 p. m.

Administrative Report

- Ms. Van Denburgh gave an update on the crossover refunding bond, series 2015A. The District's current rate of the bond was 3.28%. This past week, the District was able to lock in at 1.4%, which will be a savings of \$1.3 million in interest over the remaining 10 years of the bond, reduction will be seen in the start of 2017-18.

First Reading

- *Approval of Policy 607 – Transportation of Public School Students*
BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 607 – Transportation of Public School Students as revised and updated.

Action Items

- *VIII. A. Approval of Certification of Minutes Relating To \$5,995,000 General Obligation Crossover Refunding Bonds, Series 2015A*

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

Full document is attached to October 26, 2015 School Board packet.

Motion carried 7-0.

Student Report

None reported

School Board Member Reports

Ms. Erkel attended C+3, negotiations and Schools for Equity in Education (SEE) meeting in Isanti.

Ms. Jahnke replied to an email that was sent to the ISD 15 School Board email account.

Ms. Kelly attended teacher and office professional negotiations and Oak Land meeting.

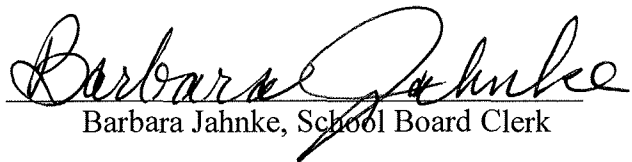
Mr. Schwarz attended mechanic negotiations, talked to other Districts about college in high school and researched information on Northeast Metro Intermediate School District 916.

Mr. Roberts attended Oak Land meeting and mentioned that the lease levy through Oakland will be coming off with the dissolution of the Oak Land board.

Ms. Hunt attended principal, transportation and teacher negotiations and joint standing committee meeting.

Ms. Van Denburgh attended health and safety and American Indian parent committee meeting, teacher and transportation negotiations, C+3, met with Mr. Lee, director of membership fees from MSBA and thanked all the volunteers that are helping ISD 15 students.

The regular meeting was adjourned at 9:02 p.m.


Barbara Jahnke, School Board Clerk

V. 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
Behnken, Katherine	Educational Assistant	NEW	DW	TEMP	Varies	N/A	B21-1	\$12.06	11/9/15
Brown, Susan	Bus Rider	NEW	TRANS	CONT	172	6	B21-1	\$13.52	11/3/15
Hanson, Michael	Educational Assistant	Amber Basara	CCCS	CONT	172	2.5	A12-1	\$11.01	11/16/15
Hildre, Benjamin	9 th Grade Asst Girls BK Coach	Michel Weinhagen	SFHS	CONT	90	2.5	Schedule C	\$3,032	11/16/15
Larson, Elisha	Educational Assistant	NEW	DW	TEMP	Varies	N/A	B21-2	\$12.66	11/4/15
Orlando, Gordon	Custodian-2 nd Shift	Doug Kolodzienski	LLC	CONT	262	8	B21-2	\$15.56	11/16/15
Rolland, Teresa	Educational Assistant	Jenny Jai	TRANS	TEMP	31	4.5	A12-2	\$11.76	10/28/15
Schultz, Roxanne	Teacher	Christy Meld	CCCS	CONT	186	8	T2-BA	\$46,312	11/23/15
Severtson, Jessica	Bus Driver	Jenelle Johnson	TRANS	CONT	172	6.5	B21-1	\$14.02	11/4/15
Trebesch, Danielle	Yearbook Advisor	N/A	SFMS	CONT	N/A	N/A	Schedule D	\$2,624	9/2/15
Waidelich, Paula	Cafeteria Monitor	Rhonda Knudson	SFE	CONT	173	2	A11-1	\$11.47	11/6/15
Zigas, Melissa	Educational Assistant	Amy Rodrigue	SFE	CONT	172	6.75	B22-1	\$12.41	11/9/15
INTERNAL TRANSFERS									
Name	Current Position/Location	Current Days/Hrs	Current Salary	New Position/Location	Days/Hrs	New Salary	Effective		
Anderson, Janet	Office Professional/OTL	173/6.5	\$14.85	Office Professional/OTL Office Professional for Curriculum	173/6.5 Varies	\$14.85	11/9/15		
Arvidson, Steve	Bus Rider/TRANS	172/6	\$13.52	Bus Driver/TRANS	172/7	\$14.02	10/30/15		
Langevin, Jeffrey	Cook/SFHS	176/7.25	\$14.37	Cook/SFHS	176/7.5	\$14.37	11/6/15		
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	12/1/15 Exension	173	3			
Blanske, Michelle	Bus Driver	TRANS	10/26/15	1/4/16	172	6			
Bottema, Bryan	Custodian	SFHS	3/26/15	11/12/15 Returning PT	262	8			
Bursch, Amanda	Teacher	CSVC	11/16/15	3/7/16	186	8			

Fiereck, Ryan	Teacher	EBCS	10/12/15	10/28/15	186	8
Kolb, Katherine	Teacher	EBCS	9/2/15	6/3/16	186	8
Krupke, Carol	Teacher	CCCS	10/20/15	11/3/15 Returned	186	8
Kuehl, Beth	Teacher	SFMS	9/1/15	10/5/15 Returned	186	8
Roppe, Amber	Helper Server	EBCS	9/2/15	12/31/15 Extension	173	2.5
Schmidt, Tyrone	Teacher	SFMS	10/1/15	10/14/15 Returned	186	8
Watson, Patricia	Helper Server	SFHS	9/2/15	11/9/15 Returned	173	4.75
Zupko, Amanda	Educational Assistant	CCCS	10/14/15	10/26/15 Returned	172	2.5

RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION

Name	Position	Site	Reason	Effective
Basara, Amber	Educational Assistant	CCCS	Resignation	11/5/15
Hagen, Cynthia	Helper Server/Monitor	SFMS	Resignation	10/29/15
Kelley, Kay	Bus Driver	TRANS	Resignation	10/29/15
Waller, Cinda	Bus Rider/Driver	TRANS	Resignation	10/23/15

MOTION:

SECOND:

11/09/15

V. C. APPROVAL OF DISBURSEMENTS

SCHOOL BOARD MEETING DATE: 11/9/2015		
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	\$ 1,374,242.45
02	Food Service	\$ 37,432.22
04	Community Services	\$ 50,153.39
06	Construction	\$
07	Debt Redemption Bond Payments	\$
09	Trust and Agency	\$ 400.00
20	Internal Service - Health Self Insured	\$ 48,461.58
21	Internal Service - Dental Self Insured	\$
47	OPEB Debt Service	\$
TOTAL DISTRICT		\$ 1,510,689.64

MOTION:

SECOND:

11/09/15

V. D. GIFT ACKNOWLEDGMENT(S)

Revised

BE IT RESOLVED by the School Board of Independent School District No. 15 that the following gifts be hereby accepted:

\$250.00 In - kind, Scott Smith, St. Francis High School, musical instrument (vibraphone)

\$250.00, St. Francis Area Chamber of Commerce, Donation to support continental breakfast for staff at the All Staff Kick-Off event on September 2, 2015

MOTION:

SECOND:

11/09/15

V. E. APPROVAL OF EXTENDED TRIP REQUEST - HOSA

BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School HOSA program trip to attend the HOSA Fall Delegation Assembly in St. Paul, November 12-13, 2015 be approved as requested.

MOTION:

SECOND:

11/09/15

VII. A. APPROVAL OF POLICY 607 – TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt policy 607 – Transportation of Public School Students as revised and updated.

Background:

School districts are encouraged to have a policy regarding transportation of public school students. The majority of the revisions to the policy presented are based on the Minnesota School Boards Association model policy. Section IV, Part C, is not part of the model policy and remains unchanged from the current version of this policy. The reasonable restriction distance of 35 miles in Section VII, Part E, is not part of the model policy and is recommended addition by transportation and special services administration.

The policy has been reviewed by administration and the finance policy committee and approval is recommended.

MOTION:

SECOND:

11/9/15

VII. B. RESOLUTION AUTHORIZING INDEPENDENT SCHOOL DISTRICT NO. 15 TO BECOME A MEMBER AND PARTICIPATING SCHOOL DISTRICT OF NORTHEAST METROPOLITAN INTERMEDIATE SCHOOL DISTRICT NO. 916

Member _____ introduced the following resolution and moved its adoption:

The motion for the adoption of the foregoing resolution was duly seconded by Member _____.

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

1. Pursuant to Minnesota Statutes, Section 136D.76, as amended, this board hereby approves the joinder of Independent School District No. 15 as a member and participating school district of Northeast Metropolitan Intermediate School District No. 916.
2. The superintendent is authorized and directed to submit a certified copy of this resolution to the school board of Northeast Metropolitan Intermediate School District No. 916, together with supporting correspondence urging the board to approve the request of Independent School District No. 15 to become a member and Participating school district of Northeast Metropolitan Intermediate School District No. 916 on December 1, 2015.
3. Any specific terms and conditions of joinder shall be as specified on EXHIBIT A attached hereto and incorporated herein by reference.
4. The next tax capacity of this school district shall become proportionately liable for any indebtedness issued, outstanding or authorized of the Northeast Metropolitan Intermediate School District No. 916 for taxes certified in 2015 and thereafter.
5. The superintendent and members of the administration are authorized and directed to take such actions as may be necessary to allow this district to become a member and participating school district of Northeast Metropolitan Intermediate School District No. 916 as of December 1, 2015.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof: and the following voted against the same: whereupon said resolution was declared duly passed and adopted.

Background:

Information regarding this topic has been presented at previous School Board meetings. At the last school board meeting a question was asked about the 2016 pay 2017 tax levy and the amount that would drop off this levy as a result of the dissolution of the Oak Land Cooperative Center. The resulting amount that will drop off is \$19,000.

MOTION:
SECOND:
11/09/15

VII. C. APPROVAL OF EMPLOYMENT AGREEMENT – LAUNDRY WORKERS,
GROUNDS, CUSTODIANS AND MAINTENANCE

BE IT RESOLVED by the School Board of Independent School District No. 15 that the 2015-2017 terms and conditions of employment for laundry workers, grounds, custodians and maintenance be approved as presented.

Background:

A tentative agreement has been reached with the laundry workers, grounds, custodians and maintenance. The union has voted to ratify the agreement. Approval is recommended by the negotiations committee representing the school district.

- Dates changed to reflect a 2015-2017 agreement
- Emergency closing language was modified
- The vacation schedules were clarified
- The method for sick leave accrual was changed
- An additional deferred compensation amount was added
- A one-time market adjustment to salary of \$24,447.64
- The salary schedule was increased in year one of the agreement by 1% with an additional \$.15 per hour for maintenance for a total of 1.12%
- Step movement in year two of the agreement (2.9%)
- The salary schedule increase is retroactive to July 1, 2015

MOTION:

SECOND:

11/09/15