

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
April 13, 2015  
Dialogue Session - 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 David Roberts at 7:00 p.m. with the following members present: Directors Suzanne Erkel, Janet Hunt, Barbara Jahnke, Amy Kelly, Betsy Roed, Marsha Van Denburgh and Acting Superintendent Troy Ferguson.

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

**Board Calendar Dates:** Regular meetings held at 7:00 p.m. at Central Services Center, April 27, May 11, May 26, and June 8. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings, except for May 26, when the Retiree Recognition program begins at 6:00 p.m.

**Happenings Around The District – Kids Connection**

Ms. Spindler-Schlottman, Program Supervisor of Kids Connection and Just for Kids, provided an update of the programs. Kids Connection is located at Cedar Creek Community School (CCCS) and St. Francis Elementary School (SFES). The program saw an increase of 52 children this year, approximately 300 children are cared for. This year a Think Small childcare grant was applied for and approved, receiving \$2,100.00. Just for Kids was introduced in September for children age four (4) with current enrollment now at 28.

**Site Report – St. Francis High School**

Principal Doug Austin reported about changes in attendance, Personal Learning Communities (PLC) goals, Pathways to Success and highlights of this past year. Changes in attendance have shown a reduction in the number of unexcused absences. PLC's - What do we want students to know and learn? Essential standards and guaranteed curriculum, learning targets for each standard and summative assessments. Pathways to Success – exploring educational pathways for all students to reach their evolving dreams. Students are taking active ownership in the community hosting food drives, blood drives and volunteering at schools and other activities.

**Consideration of Visitors**

Sandy Olson, St. Francis Elementary School teacher and resident, Leslie Sworsky, business teacher at St. Francis High School, Deb Parson, Education Minnesota St. Francis President, and Mike Stoffel, Education Minnesota Members' Rights Chair, spoke in support of the teacher that filed a level III grievance, requesting that the School Board make a fair decision taking into consideration all things said on behalf of the teacher.

**Agenda**

Motion was made to approve the agenda by Ms. Hunt, second Ms. Jahnke. Discussion: Mr. Roberts made a motion to amend the agenda by adding item E, Resignation, Settlement, and Release Agreement and item F, the Resignation of Edward Saxton under Other Matters, second Ms. Hunt.

Motion carried 7-0.

Moving on to the approval of the amended agenda.

Motion carried 7-0.

**Consent Agenda**

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

A. THAT the minutes of March 23, 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, Aaron	9 <sup>th</sup> /10 <sup>th</sup> Asst. Baseball Coach	NEW	SFHS	TEMP	60	2	N/A	\$1,393	3/23/15
Dial, William	Custodian	Mark Berndt	SFMS	CONT	261	8	B21	\$15.56	4/7/15
Fliflet, Kathleen	Educational Asst	NEW	TRANS	CONT	130	1.5	A12	\$11.16	4/6/15
Jones, Patrick	Pole Vault Coach	Patrick Coffee	SFHS	TEMP	60	2	H-1	\$2,400	3/31/15
McColley, Anne	Educational Asst	Michelle Stewart	SFE	TEMP	35	6.75	B21	\$13.86	4/13/15
Solin, Emily	Educational Asst	Melissa White	CCCS	TEMP	35	6.75	B22	\$12.41	4/13/15

**INTERNAL TRANSFERS**

Name	Current Position/Location	Current Days/Hrs	Current Salary	New Position/Location	Days/Hrs	New Salary	Effective
Kohn, Kathleen	Teacher/SFHS	186/8	\$39,696	Teacher/LLC	186/8	\$39,696	3/23/15
Masso, Lynn	Educational Asst/T15	172/6	\$15.16	Teacher/SFMS	186/8	\$39,696	9/2/15
Toikka, Kelli	Helper Server/SFMS	173/3	\$11.84	Cashier/SFMS	178/5.25	\$13.90	8/25/15

**LEAVES OF ABSENCE**

			Expected Duration		Most recent assignment	
Name	Position	Location	From	To	Days/Year	Hrs/Day
Anderson, Brianna	Teacher	SFE	4/1/15	4/15/15	186	8
Landis, Barbara	Custodian	EBCS	4/17/15	6/1/15	261	8
Molin, Robin	Helper Server	SFE	3/18/15	3/30/15	172	2.75
Todd, Debra	Teacher	SFE	9/15/14	4/7/15 Returned	186	8
Varela Barraza, Enrique	Custodian	CCCS	4/6/15	4/21/15	261	8
White, Melissa	Educational Asst	CCCS	4/7/15	6/2/15	172	6.75

**RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION**

Name	Position	Site	Reason	Effective
Kuehl, Beth	Head Girls Hockey Coach	SFHS	Resignation	3/30/15
Phillips, Mike	Head Wrestling Coach Assistant Football Coach	SFHS	Resignation	3/30/15

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:

FundNo.	Description	Amount
01	General	\$ 1,181,256.34

02	Food Service	\$	62,614.40
04	Community Services	\$	43,074.09
06	Construction	\$	-
07	Debt Redemption	\$	2,350.00
09	Trust and Agency	\$	3,677.68
20	Internal Service-Health Self Insured	\$	5.14
47	OPEB Debt Service	\$	539,577.50
	TOTAL DISTRICT	\$	1,832,555.15

- 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:  
\$3,000.00, Connexus Energy, to SFHS scholarship program  
\$800.00 (in kind), Guy Metals Inc. 400 lbs. of 14, 16 and 18-gauge stainless steel to SFHS metals lab for greater opportunities to design and build  
\$250.00, Lee Carlson Scholarship, to fund this year's scholarship program  
\$1,000.00, East Bethel Seniors, two \$500 student scholarships  
\$500.00, CCCS PTO, two scholarships for CCCS alumni, one girl, one boy  
\$1,000.00, Fairview Northland Medical Center & Clinics, scholarship for student pursuing a healthcare related field (additional requirements per donor request)  
\$750.00, CCCS PTO, to CCCS for 2015-16 Kindness Retreat for 4<sup>th</sup> grade  
\$1,912.15, CCCS PTO, to CCCS \$114.13 for 5<sup>th</sup> grade field trip, \$1,320.00 for 4<sup>th</sup> grade field trip, \$292.00 for Tonsager box top winner, \$186.02 for Hillman box top winner  
\$75.00, Wells Fargo – Matching Gifts Program, to EBCS at principal's discretion  
\$2,000.00, St. Francis Lions, four scholarships for students of St. Francis School District  
\$78,174.56 (in kind), United States Department of Agriculture (USDA), to Office of School Technology for general distribution in the District. Computers: 35-HP dc7700 High End, 1-HP dc7700 Mid Range, 29-HP dc7800 High End, 2-HP dc7900 High End, 1-HP xw8600 GeoSpatial, 6-HP 6000 Pro, 15-HP 6005 Pro  
\$1,645.00, MidContinent Foundation, to district technology department for technology purchase  
\$5,903.37, SF Center Ice Club, for coaching salaries; HUDL; and coach buses for girls hockey  
\$8,880.09, Blue Line Club, for boys hockey salaries, transportation and supplies  
\$275.00, Saints for Soccer Booster Club, HUDL for girls soccer in 2014  
\$2,000.00, SFHS Boys Golf Booster Club, assistant coach salary 2014-2015  
\$500.00, John F. Grundhofer Charitable Foundation, Community Education-SFHS Trap Club for general operating expenses
- E. THAT the Extended Trip Request – St. Francis High School Boys Golf be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the SFHS Boys Golf extended trip to Giant's Ridge in Biwabik, MN for the Northern Invitational May 8-9, 2015 be approved as requested.

Motion carried 7-0.

## Reports

### *Student Report*

Cassy Stierns provided the student report. Last week was Chemical Health Week which included pledges, quizzes, a vehicle involved in a drunken driving accident on display in the parking lot, and student counsel handed out Life Savers. Prom was April 1, which was held at the Courtyards of Andover. The HOSA state conference was held.

### *Superintendent Report and Communications*

- A reminder that Foundation 15 fundraiser is April 24; theme is Sports Night.
- Met with Karen Blaska, Anoka County Recreation Park Planner, regarding other options for the Sugar Hills Regional Trail other than the route going through the St. Francis Middle School (SFMS) property. The proposed path will be solidified before it is brought back to the School Board. The County requested that the District consider a resolution and show support for the trail. The School Board will consider the resolution and future action.
- The District received a grant from MidContinent Foundation for technology equipment.
- Replied to an email sent to the Board regarding sports at SFMS.
- The District received a notice of pay equity compliance.
- Action Planning Team has completed their plan and will present to the Core Planning team on April 22.
- Spring sports are in action.
- Frederick Douglass rededication day is April 17 at SFHS.

### *Dialogue Session*

Ms. Kelly reported that many community members and teachers attended and communicated their support of the person who filed a Level III grievance.

### *School Board Member Reports*

Ms. Hunt attended the policy committee meeting. She will be working at the CCCS carnival on April 18.

Ms. Roed participated with the field trip to Target Field. She will attend the CCCS carnival.

Ms. Kelly attended preschool instructor negotiations and policy committee meeting. She acknowledged Mr. Brandon Nelson for the work on his review of existing school board policies that are brought to the committee.

Ms. Erkel attended preschool instructor negotiations.

Ms. Jahnke attended the insurance meeting and reported these will be no increase to dental, health or long-term disability. Met with Mr. Fredrickson, Ms. Ericson, Mr. Neubauer and Ms. Van Denburgh to discuss changes that are being made with Teacher Academy. She attended SMC at SFES.

Ms. Van Denburgh attended the show choir concert on March 24. She has been working with the Action Planning Team and acknowledged the great process. She participated in the Level III grievance hearing. She attended the Reid Ferguson scholarship fundraiser, preschool instructor negotiations, and attended Representative Hackbarth's wife's (Mary) funeral. Met with the Office of Teaching and Learning to discuss changes being made with Teacher Academy.

Mr. Roberts met with Pastor Chris Vincent regarding opportunities to involve students in the community. Attended the Level III grievance hearing, the Senior Class All Night Party committee meeting, the Reid Ferguson memorial fundraiser, the St. Francis Community Drug Awareness (SFCDA) scholarship meeting and will be attending the CCCS carnival. He received letters from Education Minnesota that certain employee groups are requesting to begin negotiations.

### *Administrative Report*

#### *Write Source Writing Adoption*

Mr. Neubauer presented an overview of the process of the Write and Speak adoption. Learning Area Committee (LAC) members Alicia Stoffel, SFHS language arts teacher, Jessica Rowles, SFMS 7<sup>th</sup> grade teacher, Jodi Casello, SFES teacher and Anne Carter, CCCS teacher, presented their perspective of the process. Lillian DeRung, data, assessment and intervention coordinator, summed up training and professional development opportunities for staff.

#### *Transportation Leasing Buses*

Mr. Scott Nelson and Mr. Krause presented a potential option to lease 36 propane school buses for transportation. They reported that the annual payment of the lease will not exceed current expenditures which can be reduced due to the fact that the new buses are under full warranty; propane fuel is half the price of diesel and maintenance is about half the cost as well. A six-year lease proposal will be brought to the April 27 Board meeting.

#### *Insurance Rates 2015-16*

Mr. Brandon Nelson provided the update on insurance rates for July 1, 2015. The process is complete and there will be no increase to health or dental rates, and decreases in life insurance and long-term disability rates for the 2015-2016 year. There are no recommended plan changes.

### **Other Matters**

*Approval of Houghton Mifflin Harcourt for ISD 15 Writing Adoption*

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

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the contract for Houghton Mifflin Harcourt (HMH).

Motion carried 7-0.

*Approval of Identified Official with Authority to Approve User Access to MDE Secure Websites*

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

BE IT RESOLVED by the School Board of Independent School District No.15 to approve Superintendent Troy Ferguson as the Identified Official with Authority to approve user access to Minnesota Department of Education secured systems.

Motion carried 7-0.

*Approval of RFP Award to Integra Telecom, Inc. for Replacing District Telephone System and Seven (7) Year Maintenance Service*

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

BE IT RESOLVED that the School Board of Independent School District No.15 approve Integra Telecom, Inc. to replace the District's telephone system. The estimated cost of \$165,000 is for the system and some phones being replaced; and the cost of \$75,384 is for a 7-year maintenance service.

Motion carried 7-0.

*Level III Grievance Resolution*

Member Ms. Van Denburgh introduced and moved the following: Discussion: review of the facts, review of the negotiation process, the importance of honoring contracts, contract language, endless hours of negotiating, employees in the past having been allowed not to follow the contract, to honor the work of negotiation process, confusion over the year and how information was relayed, getting language clarified and consideration of a possible one time only Memorandum of Understanding (MOU).

Resolution to Adopt the Findings and Recommendation of the Board Committee

WHEREAS, Mike Stoffel, Member Rights Chair Local #1977, filed a grievance with the School District on February 17, 2015 on behalf of an employee; and

WHEREAS, the grievance has progressed to Level III under the collective bargaining agreement between the District and Education Minnesota, St. Francis; and

WHEREAS, a School Board Committee heard the matter at Level III; and

WHEREAS, following the Level III meeting held on April 1, 2015, the Committee has provided the Board with its Findings of Fact and Recommendation.

NOW, THEREFORE, BE IT RESOLVED:

1. That the School Board, having reviewed the Committee's Findings of Fact and Recommendation, approves and adopts the same, and
2. The School Board denies the grievance.

Member Ms. Roed seconded the motion and upon a vote being taken thereon, Mr. Roberts and Ms. Van Denburgh voted in favor thereof; Ms. Hunt, Ms. Roed, Ms. Kelly, Ms. Erkel and Ms. Jahnke voted against the same.

Motion denied 2-5.

*Resignation, Settlement and Release Agreement*

Mr. Roberts announced that effective today, a settlement agreement with Mr. Edward Saxton has been received. The resignation is effective today. According to Minnesota State Statute, any highly compensated employee who has been granted a settlement, it is required that the terms must be publically disclosed. Mr. Roberts reported the terms.

The School Board proceeded to vote to approve and accept the resignation, settlement and release agreement.

Motion carried.

(The Resignation, Settlement and Release Agreement is on file at Central Services Center)

*Resignation of Edward Saxton*

This action is to officially approve the resignation of Edward Saxton.

Discussion regarding a search for a superintendent included: start as soon as possible, give ourselves time to

organize and plan, conduct our own search rather than hire outside, request information as to what the cost would be, plan a work session for superintendent search, and gather information in regards to hiring, costs, timelines. A work session will be scheduled.

Motion was made by Ms. Van Denburgh, second Ms. Erkel. Motion carried 7-0.

The regular meeting was adjourned at 9:19 p.m.

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Barbara Jahnke, School Board Clerk