

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
April 14, 2014
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 Chair David Roberts at 7:00 p.m. with the following members present: Directors Suzanne Erkel, Janet Glover, Barbara Jahnke, Amy Kelly, Betsy Roed, Marsha Van Denburgh, and Director of Curriculum Paul Neubauer.

Others present were Director of Business Services Scott Nelson, Director of Special Services Tim Finn, student representative Cassy Stierns and Natasha Taylor, staff and community members.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services Center, April 28, May 12, May 27, and June 9. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings with the exception of May 27 which includes a Retiree Recognition program that begins at 6:00 p.m.

Site Report – St. Francis High School

Principal Mr. Toso presented an overview of highlights at St. Francis High School. Student Council and volunteers from the St. Francis Community for Drug Awareness committee held a drug awareness week. Classroom successes were celebrated through the student of the month program. Athletic and activity successes occurred at conference level and state level championships. Grade analysis has been completed of high school grade point averages (GPA). Behavior interventions and failure rates have continued to decline and student grade point averages continue to rise. The District has embraced the importance of students and teachers working together. SchoolReach messages raise the challenge to make good decisions, work hard, and be kind. Mr. Toso introduced two senior students who shared examples of how they made good decisions in their high school careers. Maria Zutz is student council president, a member of National Honor Society, involved in teaching youth, member of track and field, all conference track, tennis, community hospital volunteer, and an A student all four years. Dylan Dykstra has been involved in Show Choir, the band program, top jazz band, played bass in pit orchestra, National Honor Society member, senior leader ambassadors, church worship team, and also a 4.0 grade point average all 4 years. There were over 200 4.0 students after 1st trimester and over 300 4.0 students after 2nd trimester.

Consideration of Visitors

7th grade students Riley Cuscaden and Mike DeRoy participated in the St. Francis Middle School (SFMS) science fair. Science teacher Ms. Fennell encouraged students to participate. Twelve students set up exhibits to present to judges. Four groups from SFMS attended regional science fair and were awarded honorable mention. Riley and Mike publically thanked Ms. Fennell for her time, effort and encouragement in the classroom and on this project. Deb Parson, Education Minnesota St. Francis president, provided an update with negotiations that have taken place. The Office Professional group had 100% participation in voting on the contract. Three contracts have been ratified. Glenn Morehouse Olson spoke of positive things in the district and encouraged keeping communications open. *SHREK The Musical*, will be performed April 24, 25, 25 at 7:00 p.m. and April 27 at 2:00 p.m. Mike Stoffel presented his numbers summary of teacher negotiations.

Agenda

Motion was made by Ms. Van Denburgh to approve the revised agenda, second by Ms. Jahnke.
Motion carried 7-0.

Consent Agenda

Motion was made by Ms. Erkel to approve the revised consent agenda, second by Ms. Glover. Mr. Erkel requested Item B be considered separately.

A. THAT the minutes of March 24 and April 7 be approved as presented.

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	\$ 1,752,102.35
02	Food Service	\$ 141,561.79
04	Community Services	\$ 58,530.11
06	Construction	\$
07	Debt Redemption Bond Payments	\$ 658,771.25
09	Trust and Agency	\$ 3,300.00
20	Internal Service-Health Self Insured	\$ 4,733.68
47	OPEB Debt Service	\$
	TOTAL DISTRICT	\$ 2,618,999.18

- D. THAT the Out of State Travel – SFHS Choir be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the St. Francis High School Choir Spring Tour proposal for an out-of-state trip to San Diego, CA March 4 - March 8, 2015 be approved as requested.
- E. THAT the Discontinuance of Contract – Probationary Licensed Staff be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that pursuant to Minnesota Statutes 122A.40 Subd. 5, the teaching contract of the following probationary licensed staff in Independent School District No. 15 are hereby terminated at the close of the current 2013-14 school year:
Melissa Beal, Natalie Bond, James D. Johnson, Kim W. Jones, George Leistikow, Linda Tangren
- F. 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 as set forth in donor form(s) received:
\$300.00, High School Drama Club, for Costuming – One Act Play
\$500.00, MN Deer Hunters Association-Rum River Chapter, to ISD No. 15 Community Education SFHS Trap Club to use as team needs
\$1,500.00, Anoka Area Chamber of Commerce, three \$500 Ann Talle/Anoka Area Chamber of Commerce scholarships
\$500.00, Cedar Creek Community School PTO, two \$250 scholarships to one boy and one girl who attended Cedar Creek Community School
\$1,000.00, Family of Fred Dawson, scholarship to student who was in Mary Dawson’s second grade class at EBCS given at 2nd semester of college
\$3,000.00, Connexus Energy, three \$1,000 scholarships
\$1,000.00, A-1 Engineering, scholarship for a student pursuing a career in the machine trades, otherwise two \$500 scholarships for students pursuing other technical trades (electrical, plumbing, mechanic, etc.) if no one pursues machine trades
\$500.00, Family of Ed Fleming, scholarship for student in Business Department
\$1,000.00, East Bethel Senior Center, two \$500 scholarships
\$1,000.00, St. Francis American Legion Post 622, two \$500 scholarships
\$1,000.00, Fairview Northland Medical Staff, student going to college to become a physician, physician’s assistant, nurse practitioner, CRNA, or certified nurse midwife
\$1,000.00, Ham Lake Lions, student scholarship
\$198.48, Wells Fargo Foundation Education Matching Gift Program, to SFE to use as needed
\$600.00, Mercy Hospital Medical Staff, student scholarship
\$300.00, SFE APT, student scholarship

Motion carried 7-0.

B. THAT the Personnel Items be approved as presented.

Motion was made by Ms. Kelly, second by Ms. Van Denburgh. Ms. Erkel questioned the amount of the increase for the Associate Director to full Director of Business Services. Cabinet plus 3 discussion included movement of assistant and associate directors to full directorship. There is an increase in work load of controller and human resources responsibilities.

NEW EMPLOYMENT									
Name	Position	Replacement for	Site	Position Status	Days/Year	Hrs/Day	Salary Level	Wage	Effective
Austin, Douglas	Principal	Rick Toso	SFHS	CONT	240.0	8.0	Principal	\$105,829	07/01/14
Bolles, Jeremy	Bus Driver	NEW POSITION	Trans	CONT	172.0 Prorated	6.0	B21/4	\$14.32	04/25/12
Carpenter, Paul	Grounds	Erik Nelson	DW	CONT	261.0 Prorated	8.0	B21/5	\$16.28	03/31/14
Erickson, Alysa	Counselor	Barb Jahnke	SFMS	CONT	186.0	8.0	T1-MA	\$40,750	08/27/14
Kienitz, Jeff	District Technology Coordinator	Corey Tramm	DW	CONT	261.0 Prorated	8.0	SBAM	\$85,000 Prorated	04/28/14
Moore, Shannon	Counselor	NEW POSITION	SFMS	CONT	186.0	8.0	T1-MA	\$40,750	08/27/14
Nelson, Brandon	Interim Human Resource Coordinator	NEW POSITION	DW	TEMP	261.0 Prorated	8.0	SBAM	\$85,000 Prorated	04/28/14
Remiger, Ken	Grounds Helper	Ken Remiger	DW	TEMP	140.0	6.0	Custodian Seasonal	\$14.00	03/31/14
Torson, Tracy	LTS-Tchr Social	Brent Swaggert	SFHS	TEMP	27.0	8.0	Sub	\$125.00/day	04/28/14
Zimba, Kaitlyn	Counselor	Tammy Sworsky	SFHS	TEMP	19.5	8.0	LTS	\$125.00/day	05/12/14
INTERNAL TRANSFERS									
Name	Current Position/ Location	Current Days/Hrs	Current Salary	New Position/ Location	Days/ Hrs	New Salary	Effective		
Graw, Michael	Sandhill, Trans, MTC	261.0/ 4.50	\$14.58	LLC, T15 Temp	261.0/ 8.0	\$14.58	04/14/14		
Lysne, Bree	Educational Asst/ CCCS EBCS	172.0/ 6.5	\$12.69	Kids Connection Asst (Addl Asgn)	172.0/ 2.5	\$12.69	03/17/14		
Lysne, Bree	Educational Asst/ EBCS 3.0 CONT	172.0/ 4.50	\$12.36	Educational Asst/ EBCS	172.0/ 6.50				
Nelson, Scott	Asst Director of Finance	261.0/ 8.0	\$89,598	Director of Finance	261.0/ 8.0	\$110,750	11/01/13		
LEAVES OF ABSENCE									
				Expected Duration		Most recent assignment			
Name	Position	Location	From	To	Days/ Year	Hrs/ Day			
Beck, Amy	Tchr-Special Education	SFE	04/04/14	04/13/14	186.0	8.0			
Ellison, Glee	Tchr-Elementary Currently on LOA	EBCS	07/01/14	06/30/15	186.0	8.0			
Kolodzienski, Doug	Custodian	LLC	03/31/14	06/01/14	261.0	8.0			
Mistelske, Karen	FDS-Helper/Server	SFMS	02/20/14	06/30/14	172.0	3.75			
Morawiecki, Marilyn	EA-Classroom	SFE	02/24/14	03/17/14 Returned	172.0	6.5			

Morton, Marilyn	EA-Noon	SFE	04/07/14	04/22/14	172.0	2.0
Orpen, Teresa	Tchr-Math Currently on partial LOA	SFHS	07/01/14	06/30/15	186.0	5.36
Reil, Jamie	EA-Special Education	EBCS	03/24/14	08/26/14	172.0	6.50
Riebe, Mary Beth	FDS-Helper/Server	SFMS	02/07/14	03/21/14 Returned	173.0	3.0
Swaggert, Brent	Tchr-Social Studies	SFHS	04/28/14	06/30/14	186.0	8.0
Waldvogel, Patricia	Tchr-Special Education	SFHS	01/02/14	04/04/14 Returned	186.0	8.0
RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION						
Name	Position	Site	Reason	Effective	Last Work Day	
Cathers, Therese	FDS-Monitor	SFHS	Resignation	03/20/14	03/20/14	
Hedberg, Kristine	Tchr-Math on LOA	SFMS	Resignation	03/22/14	06/04/14	
Hohn, Sharon	EA-Residential	CSVC	Retirement	07/04/14	06/04/14	
Miller, Judith	EA-Residential	CSVC	Retirement	06/01/14	05/30/14	
Rodrigue, Jeanne	CED-PP15 Instructor	LLC	Retirement	06/05/14	06/05/14	
Torson, Tracy	Tchr-LTS Special Education	SFHS	End of Assignment	01/30/14	04/04/14	
Wallin, Sandra	Administrative Assistant to Principal	SFHS	Retirement	07/04/14	07/04/14	

Motion carried 6-1, nay Ms. Erkel.

Reports

Student Report

Cassy Stierns and Natasha Taylor provided the student report. *SHREK The Musical* performances begin next week, MCA testing is April 15 and 16, Prom was April 12 and mints were handed out with *Be a Life Saver* printed on the wrapper. Last week, college tours for sophomores were held.

Superintendent Report and Communications

- Director of Curriculum Mr. Neubauer provided an update and status of Interim Superintendent Mr. Ferguson who has been out of District for a medical procedure.
- On April 28 Mr. Neubauer and Ms. Parson will present a new teacher evaluation program that will begin in the 2014-2015 school year.
- A new bullying legislation coming forward will be implemented next year and beyond. Two years ago ISD 15 reviewed policies and many components of the new legislation have already been put into practice. Other components will be easy to transition into.
- Mr. Neubauer met with Anoka Hennepin administrators and police liaison officers to discuss student safety in schools. ISD 15 and liaison officers are invited to periodically meet with the Anoka Hennepin Drug Task Force.
- In process of mid-year principal evaluations and observations. Final evaluations will be completed mid June.
- Beginning April 15, the American flags in the District will be non-tattered, non-faded, up and flying, and on a rotation cycle.

Dialogue Session

Ms. Jahnke reported that concerns were brought forward regarding academy classes and the offerings. Ms. Kelly added the concern to continue to have avenues for teachers to take advanced placement classes. Another concern was over contract negotiations.

School Board Member Reports

Ms. Glover attended negotiations and Phase IV School Board training in St. Cloud.

Ms. Roed attended negotiations, East Bethel Community School (EBCS) pizza night, Cedar Creek Community School (CCCS) carnival, EBCS talent show, EBCS SMC meeting, bus driver work sessions, athletic advisory committee meeting, and helped at the early childhood garage sale.

Ms. Kelly attended teacher negotiations and the Oak Land meeting where she sits on the negotiation committee for the Director's contract.

Ms. Erkel attended negotiations, Cabinet plus 3 meeting, and the EBCS talent show.

Ms. Jahnke attended negotiations, Cabinet plus 3 meeting, the special meeting, and Phase III and Phase IV School Board training,

Ms. Van Denburgh attended the professional development committee meeting and communicated that peer leaders will attend an intensive three-day training about data driven education. She attended negotiations acknowledging that three contracts have settled, and attended Cabinet plus 3 meeting.

Mr. Roberts attended negotiations and thanked those groups that have ratified their contracts. Attended last interview session for the high school principal position (Mr. Austin was selected), attended transportation work session, CCCS carnival, the book walk, and work session with St. Francis City Council. Met with the superintendent in Monticello to talk about committee structures. Congratulations to office professionals, educational assistants, and mechanics in ratifying their contracts. Attended the EBCS talent show, Anoka County Commissioners Board meeting, garage sale at St. Francis Elementary School, and was invited to photograph 37 couples for Prom.

Administrative Report

Strategic Planning Vendor Discussion

Mr. Neubauer opened discussion with the School Board requesting input regarding selection of a vendor to begin negotiations with the District in developing a strategic plan with either Big River Consulting or Transformation System Leadership (TSL). Discussion included TSL is preferred, not highly impressed with either vendor, would like to see some kind of quote, possibly delay the decision, the cost is dependent on how much involvement the vendor has, moving forward with a plan, more inclined to select TSL as the process is neutral and unbiased, and the importance for the District to have a strategic plan to follow. Consensus by the School Board was to move forward with TSL and negotiations.

Other Matters

Approval of Employment Agreement-Educational Assistants

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

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment with Education Minnesota St. Francis/Educational Assistants be approved as presented for the 2013-2015 school year.

Motion carried 7-0.

Approval of Employment Agreement-Mechanics

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

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment with the Mechanics represented by IUOE Local #49 be approved for the 2013-2015 school years.

Motion carried 7-0.

Approval of Employment Agreement-Office Professionals

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

BE IT RESOLVED by the School Board of Independent School District 15 that the terms and conditions of employment with Office Professionals be approved as presented for the 2013-2015 school years.

Motion carried 7-0.

Approval of Contract-Acting Superintendent

Motion was made by Ms. Jahnke, second by Ms. Glover. Mr. Roberts explained that this allows for an extension of the position past the current contract expiration date of June 30. There are no major changes to the contract.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve an Acting Superintendent Contract for Troy Ferguson effective April 1, 2014.

Motion carried 7-0.

Approval of Leave of Absence-Associate Director of Community Education

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

BE IT RESOLVED that the School Board of Independent School District No. 15 approve a Leave of Absence for Troy Ferguson, Associate Director of Community Services, effective April 1, 2014.

Motion carried 7-0.

Approval of Coordinators Schedule of Benefits

Motion was made by Ms. Van Denburgh, second by Ms. Glover. Mr. Nelson explained the hiring of two new types of positions. Jeff Kienitz as District Technology Coordinator and Brandon Nelson as Interim Human Resources Coordinator.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Coordinator Schedule of Benefits be approved for the 2013-2015 school years.

Motion carried 7-0.

Recess was taken at 8:03 p.m.

Closed Session

Closed Session Pursuant To The Attorney-Client Privilege To Discuss An Employee's Alleged Legal Claims, The District's Attorney's Analysis Of The Same, And The District's Options In Response To Such Claims

Those in attendance: Chair Roberts, Directors Erkel, Glover, Jahnke, Kelly, Roed, and Van Denburgh. Legal Counsel John Edison of RASW was in attendance via conference call.

Motion was made by Ms. Van Denburgh, second by Ms. Jahnke. Vote: 7-0 Time: 8:20 p.m.

BE IT HEREBY RESOLVED that the School Board of Independent School District No. 15 move into closed session to engage in attorney-client privileged discussions. The Minnesota Open Meeting Law, Minnesota Statutes, Section 13D.05, subdivision 3(b), allows the School Board to close a meeting. A District employee has requested an arbitration hearing and has alleged another potential legal claim against the District. The Board seeks to meet with its attorney to discuss the employee's alleged legal claims, the District's attorney's analysis of the same, and the District's options in response to such claims. It would be detrimental to the District's interests for the Board to hold a public discussion with its attorney where any adverse party or their attorney could listen to or be made aware of the District's attorney's advice related to the potential claims. It is in the District's best interest for the Board to obtain legal advice in a confidential setting to maintain the attorney-client privilege. Accordingly, I (Mr. Roberts) will hereby entertain a motion that this meeting be closed pursuant to the attorney-client privilege for the reasons cited.

Resume Open Meeting: Motion by Ms. Kelly: I move that the open meeting be resumed, second by Ms. Erkel. Vote: 7-0 Time: 9:33 p.m.

Board members discussed an employee's alleged legal claims, the District's Attorney's analysis of the same, and the District's options in response to such claims.

The regular meeting was adjourned at 9:33 p.m.

Barbara Jahnke, School Board Clerk