

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
February 11, 2008  
Organization Study Questions – 5:30 p.m.  
Dialogue with School Board – 6:30 p.m.  
Regular Meeting – 7:00 p.m.

**Organizational Analysis Study – Question and Answer Session**

Chair Anderson called the question session to order with Dr. Kay and Dr. Roger Worner present. Mr. Saxton began with questions submitted. Dr. Roger Worner answered questions.

1. If the School Board runs a building bond and it fails, what does the data suggest we do? Dr. Roger Worner communicated that over the course of the last five years the District has run multiple bond referenda's, was running like an airplane running on a reserve tank, with portable classrooms as a fall back option. This is an effort to get the District into a carry over position. When looking at existing facilities, the District is approaching the point where the core structure is inadequate. Sites, in some instances, become over stressed and essentially cease to become an adequate educational facility. If a bond fails a recommendation would be to go back to the voters and build half a building. Basically lay out the design configuration to house 700 to 800 students on a short term basis. Run the bond referendum on a smaller amount, and then come back to the public a year or two later to construct the remainder of the building. It is not the best way to go but it proposes to the public that it is the right plan. The other alternative is build a smaller Early Childhood/kindergarten center centrally located, at a smaller cost, but it also disrupts the current organizational configuration in buildings. There is really not a solution other than to build the building.

2. The study addresses outward migration and involves two questions.

- What are some possible solutions to this type of problem? Some parents drive students outside the District because of geographical location. Other migration is many times due to the overcrowding and space issues.
- What are long range affects of this problem? The impact is loss of revenue that follows the students. There is an impact to the business community. The impact can also be a public relations nightmare with people talking one to another about why they are open enrolling or home schooling. The positive side is that most parents do actually prefer to have students in a school setting, and the outward migration does not seem to be gone forever.

3. How do most districts buy land? Dr. Worner communicated that the process is done much the same as the most recent land purchase by the District. There is School Board action to initiate the process to secure land for a future site. The administration will make contacts with cities, townships, and area realtors to indicate the Districts interest in acquiring land. The purchase of land may or may not be part of a bond issue. Contacts are made, input has been provided by sources, and sites are matched up by criteria, and narrowed down to a site or two. A public appraiser will appraise the property, and negotiations begin.

4. Where is our transportation department in terms of operating when considering costs? A comprehensive study of the Transportation department was not done because it was not within the scope of this study. Audits were reviewed in the last ten years, expenditures were investigated, and comparatives were examined, with the District being very cost effective. The District is below in expenditures compared to state average by a substantial amount, for districts of like size.

5. Is the District top heavy with administration? No. The District operates with a small administrative staff and by any standard is cost effective. This is a diminutive administrative staff by metro area and State of Minnesota standards. It is very uncommon not to find an expensive full blown administrator such as an Assistant Superintendent level in the position of Curriculum and Instruction. The District is very cost conscious in every area of expenditure.

Mr. Vogel – When advocating buying new land, buying new bus garage, making that kind of capital outlay, could that not be defined and considered leasing it out, with no cost factor analysis for making that recommendation. How can the recommendation be moving or building a new bus garage without talking about the potential of contract busing to save capital outlay? Dr. Worner – The relocation of the bus garage

does not have anything to do with the cost effectiveness of the transportation system. The relocation of the bus garage has to do with the air quality issues and the expandability of the facilities on that site. The District already has a cost effective operation in transportation. There would be expenditure for the relocation of the bus garage, but that is related to the expandability of housing and the fact of the air quality issue for years on that site.

Mr. Vogel – About demographics, he agrees with the development potential however the problem is, in the research he has done, none of that is bringing in more kids. The overall trend is declining enrollment. Dr. Worner – He agrees that growth is down however not the case in the metro area and certainly not the periphery of the greater metro area. One must also look at the demographic in migration to the metro area. It is huge in migration from greater Minnesota. That is where the people are coming from, relocation of people.

Mr. Grams – Do you see a specific age group that is leaving versus another? Dr. Worner – It is across the spectrum.

Mr. Anderson – I want to clarify that the recommendation is to build a partial building with communication ahead of time to the public that the plan is to add to that building in the future. Dr. Worner – It is a position the District can take if the public is not willing to accept the larger plan, however it is more costly. The District would lay out the entire K-5 plan version and the infrastructure, and come back to build the classroom addition at a later date. The District could build a district-wide early childhood family/special education, kindergarten center which would give relief to all elementary schools, eliminate all portables, however is not recommended, and would not be a small price tag.

Mr. Vogel – If you are saying using the new high school addition for another purpose would be violating the public trust why would closing Cedar and changing it to the Lifelong Learning Center not be violating the public trust? Dr. Worner – A Review and Comment was submitted to the Minnesota Department of Education saying how the facility would be used, and at the time that Cedar was built there may or may not have been the same statutes in place. The fact is that the building was repurposed in a consolidation of programs. The District is not violating the trust of the public in repurposing a building, unlike building new, then saying it did not need the space for what it was intended and use it for something else. The District does not have the revenue to operate Cedar cost effectively as a K-5 school. To transfer students to Crossroads, assuming legal issues, the retrofitting of this largely secondary facility would be very costly, include major modifications to house elementary students, and a real risk of the School Board and administrative staff. Ms. Kelly also communicated that the Crossroads structure is concrete blocks which would be very costly to move walls.

Mr. Anderson asked if there were viewers in the audience that were in attendance for Dialogue with the School Board. With none the question session continued.

Ms. Lipinski – In looking at other districts and Princeton and the inability to pass bond referendums do you think the lack of businesses affect this? Dr. Worner – The state of Minnesota has a horribly inequitable funding system. Districts like St. Francis that do not have the tax base and are mostly residential, place the burden on the property tax owners, because of the lack of commercial industrial property sharing the load. Growth does help broaden the tax base.

Mr. Vogel – The operating levy expires in 2009-10. What comments do you have to sell the public in selling a bond? Dr. Worner – First priority should be to pass the Operating Levy. If the levy does not pass the magnitude of reductions will be substantial. Districts must be aggressive with the state. This District is so low spending, and has a reasonable fund balance, how can people be mad about this. Dr. Kay Worner added that districts are competing for the students. Parents are shopping for the school district before they make a move and are looking at test scores, class sizes, teacher qualifications, course offerings, and level of support from the community. If this trend continues schools will be even more competitive, and this area being attractive the potential is tremendous. Also what is heard at the state level in predictions can change, once you get beyond five years out it is very challenging.

Dr. Roger Worner shared a perspective about ISD No. 15. This is a 50 million dollar organization and the second lowest spending district in the metro area that transacts business serving 6000 K-12 students, early childhood students, and spends less in every funding category. Students are getting a quality education, are being transported, processes and procedures are in place with the organization spending below the state average, below the metro area average by 8 million dollars per year. It is pretty easy to sit in the cheap seats

and lay it on. This is a fine school district, it is not perfect, but given what was seen in the analysis and getting out of a 4.5 million deficit in the general fund and eight years later turning it around by 10 million dollars. You are doing a fine job.

This study was done as an independent assessment by Roger Worner Associates, Inc. a corporation of the State of Minnesota.

### **Regular Meeting**

The regular meeting was called to order by Chair Anderson at 7:02 p.m. with the following members present: Directors H. Grams, S. Grams, Haag, Kelly, Lipinski, Vogel and Superintendent Saxton.

Others present were Director of Business Affairs Mae Hawkins, Director of Human Resources Jay Reker, Director of Community Services Tom Larson, Student School Board representatives, Ryan Enerson and LaNae DesRosier and community members.

Board Calendar Dates: Regular Meetings held at 7:00 p.m. at the Central Services Center February 25, March 10, March 24, and April 14. Dialogue with the School Board will be at 6:30 p.m. on March 10.

### **Engineering Program – St. Francis High School**

Principal Paul Neubauer attended the Principals' Association Conference and a science technology engineering session. Mr. Neubauer and Mr. Tim Hahn, Drafting and Engineering instructor, provided a presentation of the engineering program offered at the high school. The product is industry standard, colleges and universities recommend it, and when a student completes the program they will have mastered the techniques used by Solid Works. The piece demonstrated was a water valve, which students assemble piece by piece, work with dimensions, shape the parts, and when the product is complete it will be sent to the metals lab where it will be milled. In theory the goal is to have the automotive lab order the part, the engineering lab design the part, metals lab fabricate the part, and back to the automotive lab to use the part. As the program grows the high school would like to go into college on campus, partner with industry to keep up with industry standards.

### **Consideration of Visitors**

The following community members addressed the School Board. Ms. Ness would like to know if the District is planning a 20% addition on Cedar Creek Elementary and/or St. Francis Elementary school. Ms. Ness read more questions. Ms. Ness read a list of questions regarding teacher mentoring.

Ms. Robinette teaches 6<sup>th</sup> grade in the Core 64. The students in this Core are at risk in either reading or math and sometimes both. Students are given a second hour of reading, and in slightly smaller class sizes.

Communication with the parents is important. The Wednesday folder goes home for parents and lists what is missing on a weekly basis. At end of trimester a survey goes home. 66 out of 99 were returned. Many positives were witnessed through the survey results.

Ms. Angie Untereker played a re-recorded audio of the Tape from the School Board meeting March 26, 2007. She distributed a portion of the minutes regarding the Portable Update at the March 26 meeting, and three emails were attached. Ms. Untereker, communicated she thinks a public apology needs to be given to her regarding the questions that she asked according to the information handed out this evening.

### **Communications**

Mr. Saxton reported that the issue has been raised regarding the ability to hear conversations taking place at School Board meetings. If the School Board is interested in looking at a new sound system, Mr. Saxton requested direction to research pricing.

Mr. Saxton requested direction from the Board in how to respond to emails sent to the School Board. Some emails do not ask a question, some are addressed to a specific Board member. Mr. Saxton recommended conversing with Board representatives Mr. Haag, Ms. Kelly and Mr. Vogel, on a conference call to get direction as to how to respond. Copies of emails will continue to be distributed to all Board members.

Mr. Hysten, St. Francis City Administrator, contacted Mr. Saxton and suggested they meet monthly to discuss issues and concerns regarding the city and district.

### **Agenda**

Motion was made by Mr. Haag and seconded by Mr. Grams. Motion carried.

**Consent Agenda**

Motion was made to approve the Consent Agenda as revised by Ms. Grams and seconded by Ms. Lipinski.

A. THAT the minutes for January 28 be approved as presented.

B. BE IT RESOLVED by the School Board of Independent School District No.15 that the Personnel actions as listed below be approved:

**EMPLOYMENT:**

CLASSIFIED

**MIKKELSON, LORI,** Teacher, Crossroads, Long Term Substitute, Salary prorated from 02/11/08, \$38,203.00/yr.

**ZAK, NANCY,** Teacher, CCCS, Long Term Substitute, Salary prorated from 01/14/08, \$38,203.00/yr.

NON-CLASSIFIED

**CHELBERG, TAMMMY,** Educational Assistant, SFE, \$11.46/hr., 6.25 hrs./day, prorated from 173.0 days per year beginning 01/29/08

**HAGFORD, CATHERINE,** Educational Assistant, EBCS, \$10.21/hr., 2.5 hrs./day, 74.0 days beginning 02/04/08.

**LEAVES OF ABSENCE:**

CLASSIFIED

**BAAR, AMY,** Teacher, CCCS, Maternity LOA beginning 01/14/08.

**BOURASA, DARIN,** Teacher, SFMS, Medical LOA beginning 02/11/08.

**SCHMOLL, CASSIE,** Teacher, EBCS, Maternity LOA beginning 05/05/08.

**VANDEBOGERT, TIFFANY,** Teacher, SFMS, Maternity LOA beginning 02/27/08.

NON-CLASSIFIED

**ANDERSON, JANE,** Teacher, SFMS, Return Medical LOA 01/28/08.

**HANENBURG, SUSAN,** Educational Assistant, EBCS, Medical LOA beginning 02/19/08.

**HODES, JAN,** Teacher, Crossroads, Medical LOA beginning 01/24/08.

**LOFGREN, CURTIS,** Custodian, CCCS, Medical LOA beginning 02/04/08.

**RESIGNATIONS/TERMINATIONS/DISCONTINUANCE OF POSITION:**

CLASSIFIED

**ARNOLD, MARTHA,** Licensed School Nurse, LLC, Retirement effective 05/23/08.

NON-CLASSIFIED

**LAROSE, LONNIE,** Educational Assistant, Crossroads, Retirement effective 06/09/08.

**PISCHKE, LOIS,** Educational Assistant, Crossroads, Retirement effective 03/01/08.

C. THAT the American Indian Education Transmittal Resolution and Parent Committee be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that District approves the American Indian Education Transmittal of Resolution and Parent Committee Resolution.

D. THAT the Non Resident Student Agreement be approved as presented.

E. THAT the Gift Acknowledgements be approved as presented.

\$1,000.00 (in kind), Connexus Energy, SFMS 20 Casio Graphing Calculators, 8<sup>th</sup> grade Math Core

\$1,870.00, East Bethel PTO, to EBCS for Books

\$65.00, Wells Fargo Community Support Campaign, to CCCS for general supplies

\$107.71, Wells Fargo Community Support Campaign, to SFHS at Principal's Discretion

\$492.00, SFE APT, to SFE for 5<sup>th</sup> grade F/T

\$563.49, SFE APT, to SFE for a classroom rug

\$5.00, Kindergarten Teachers, to SFE for kindergarten classroom fund – Beth Anderson

F. THAT the Early Childhood Advisory Council Contract be approved as presented.

BE IT RESOLVED BY THE School Board of Independent School District No. 15 that the Entertainment Contract between A Touch of Magic and the District 15 Early Childhood Family Education Advisory Committee for a preschool show be approved.

Motion carried.

## **Reports**

### *Construction Update*

Mr. Larson reported that a change order for terrazzo tile is on the agenda. Johnson Controls is programming the mechanical system and should be running in approximately two weeks. On February 14, padding of the ceilings should begin. The north door glass is in. The oil pipe break will be rectified over spring break. All parties involved will be present when the work begins.

### *Portable Update*

Mr. Saxton reported that Mr. Sheets, legal counsel for ModSpace, called and inquired how long it would take to empty the portables. Information requested was sent back to Mr. Sheets the same day and we have not heard back. Mr. Saxton reported that before the portables are removed a price must be agreed on, and safety measures taken. Mr. Saxton will report to the Board after hearing from Mr. Ratwik. Mr. Vogel requested a copy of the termination letter first sent to the District.

### *Special Education Work Load Committee*

Mr. Reker reported that he received information regarding the committee. There is no language in the contract however there was a discussion of a Board committee. In that discussion it would be 10 committee members five from each group. Mr. Reker suggested Jacque Stein, Keri Collins, and either two or three Board members. Mr. Anderson suggested Mr. Reker be included. Ms. Grams and Ms. Kelly will be the School Board representatives.

### *Student Report*

LaNae DesRosier and Ryan Enerson provided the report. Registration for the 2008-09 school year started. The Chopper Mid-build open house is February 13. Mr. Linton is starting a fuel efficient car club. Peer Leaders are discussing the number of electives versus the number of required classes. National Honor Society is hosting MORP on February 29. In the DECA district competition a record of 36 students advanced to State competition, the highest number ever. Mr. Saxton acknowledged the DECA chapter and distributed a copy of top finalists in an email that was sent to staff from advisor Lisa-Marie Salonek.

### *School Board*

Ms. Kelly attended the School Board Officer workshop. Ms. Kelly reported on the tour of the new addition at the high school. Ms. Kelly attended a caucus on February 5. Three resolutions that she set forth were voted for unanimously 1) adequately funding Minnesota's per pupil formula, 2) fully fund special education mandates both federally and state-wide, and 3) fund early education programs.

Ms. Lipinski inquired whether lock down drills are ever done during passing time. Mr. Neubauer reported that none had to this point. The amount of instruction to students is lessened with each lock down and the goal in the future is to hold one during passing time. We want to make sure the students understand it is a drill at this point.

Mr. Grams toured the Lifelong Learning Center with Ms. Wallace and visited with Ms. Farder in the Adult Basic Education area. On March 1, there will be a Mark Evans Memorial Scholarship, held at the Performing Arts Center.

Mr. Vogel acknowledged Ms. Illies for the updates and the addition of the School Board packet to the website.

Mr. Anderson visited the Lifelong Learning Center, met Program Instructors and talked with parents regarding the programs. All of the legislative bills that are in the session are available for viewing online.

### *Dialogue with the School Board*

When community members meet with School Board representatives this report area will include a report from the Board on what was addressed. Ms. Kelly suggested that the Lake George Room be available for Dialogue with the School Board. Mr. Grams and Mr. Vogel will be available for Dialogue with the School Board on March 10.

### *Superintendent's Report*

Mr. Saxton distributed a 2008-09 Revenue by District for Anoka County School Districts. The document shows the revenue per pupil ranking out of 339 districts in the state which St Francis is ranked 254. The graph also shows what the revenue per student is without the operating referendum. This also puts into perspective what the Worner study shows about equalization.

Mr. Saxton communicated that the Minnesota Promise study brochure can be found @ [www.mnasa.org](http://www.mnasa.org) and addresses Elements for High Performance and additional information about the study.

After review of the Organizational Analysis Study Mr. Saxton inquired whether the School Board would like the study posted to the website. Consensus was yes. Mr. Saxton will inquire with Dr. Worner how other districts selected the task force members.

### **Old Business**

#### *Teacher Seniority List*

Motion was made by Ms. Grams and seconded by Ms. Kelly.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Teacher Seniority List, as posted, be adopted.

Motion carried.

### **Other Matters**

#### *St. Francis High School Math Curriculum*

Motion was made by Ms. Grams and seconded by Mr. Haag.

BE IT HEREBY RESOLVED by the School Board of Independent School District No. 15 that St. Francis High School in order to better align their math curriculum with state standards and MCA tests will require "Probability and Statistics" of all students and will increase math requirements from six trimesters to seven trimesters. This is effective beginning in the 2009-10 school year and will be in place for the graduating class of 2011 and forward.

Motion carried.

#### *Nutrition Services Managers*

Motion was made by Ms. Grams and seconded by Ms. Kelly.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment with Nutrition Services Managers be approved as presented for the 07-08 and 08-09 school years.

Motion carried.

#### *Extended trip – DECA*

Motion was made by Mr. Haag and seconded by Mr. Grams.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School DECA program for an extended trip, March 9 – March 11, 2008 be approved as requested.

Motion carried.

#### *TerrazzoTile*

Motion was made by Ms. Grams and seconded by Ms. Lipinski.

BE IT RESOLVED by the School Board of Independent School District No. 15 that approval be granted for Terrazzo flooring to be added to the staircases of the high school addition at an increased cost of \$31,800.

Motion carried.

### **Other Business**

#### *St. Francis High School Student Handbook Discussion*

Mr. Zokaites addressed the School Board about a recent change to the student handbook and penalties for image recording, and that the statement 1 - 10 day suspension is harsh.

Discussion followed included: the statement in the handbook and it does say, may include a 1 to 10 day suspension, the change is for the protection and privacy of the student, much discussion at the Minnesota School Boards Association Convention and a future policy addressing the use of cell phones, educating the student as to what is acceptable use, the importance of having proper use procedures in place, and action that will be taken if abused.

The meeting was adjourned at 9:28 p.m.

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Harry Grams, Clerk