

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
Dialogue Session - 6:30 p.m.  
Regular Meeting - 7:00 p.m.  
October 25, 2010

The regular meeting was called to order by Chair Kelly at 7:00 p.m. with the following members present: Directors: Anderson, H. Grams, Haag, Van Denburgh, Vogel, and Superintendent Saxton. Absent Director S. Grams.

Others present were Director of Business Services Mae Hawkins, Director of Human Resources Jay Reker, and Director of Community Services Tom Larson, student representatives Alex Everhart and Cameron Ferguson, and community members.

**Board Calendar Dates:** Regular Meetings held at 7:00 p.m. at the Central Services Center, November 8, November 22, December 13, and January 10. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

**Tidbytes of Technology**

Mr. Minshull introduced teachers from St. Francis Middle School Ms. Saba and St Francis High School Mr. Schmidt who reviewed the lessons used in classrooms. Ms. Saba presented how she presents algebra lessons on the SMART Board and how they are interactive with the students. The information learned during the day is posted to the website. Mr. Schmidt teaches web design. He recorded each of his lessons so that students could learn in his absence. The files were put on a Wiki page and found via a link through Moodle. The students were fully engaged in the learning from the recorded videos.

**Collaborating on School Reform**

As Union President Mr. Hennesy was contacted by the American Federation of Teachers to request that ISD 15 participate in a case study on reform. Representatives from Rutgers University interviewed teachers, School Board Director Anderson and Superintendent Saxton. ISD 15 was selected as one of six school districts to participate on the panel for education reform. Mr. Hennesy said ISD 15 is looked at as a leader in collaborative education reform in the United States. He acknowledged Mr. Anderson and Mr. Saxton for their support and participation. Mr. Saxton acknowledged Bill and Melinda Gates Foundation for underwriting the conference in their attempt to reform school systems. Mr. Anderson, Mr. Christofferson, Mr. Hennesy, Mr. Keillor, and Mr. Saxton represented ISD 15 at the conference.

**Consideration of Visitors**

None

**Agenda**

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

**Consent Agenda**

Motion was made to approve the revised Consent Agenda by Mr. Haag and seconded by Mr. Grams. Mr. Vogel requested item F and Ms. Van Denburgh requested item C be considered separately.

- A. THAT the minutes of October 11 be approved as presented.
- B. THAT Personnel Items be approved as presented.

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

**EMPLOYMENT:**

CLASSIFIED

**BRAND, SUSAN**, Academic Stretch, SFE, BA, 1.25 hrs./day, 10.0 days effective 10.11.10.

**COPA, JOAN**, Academic Stretch, SFE, MA, 1.25 hrs./day, 7.0 days effective 10.07.10.  
**GRAVDAHL, JESSICA**, Academic Stretch, SFE, BA, 1.25 hrs./day, 10.0 days effective 10.11.10.  
**JOHNSON, AMY**, Reading Specialist, EBCS, BA1, (Correction 1.49 hrs/day increase) 186.0 days effective 9.29.10.  
**TODD, DEBBIE**, Academic Stretch, SFE, MA, 1.25 hrs./day, 5.0 days effective 10.06.10.

NON-CLASSIFIED

**NOVAK, NIKOLE**, Assistant Dance Team Coach, SFHS, Lane 1, 3.0/ hrs./day, 75.0 days effective 10.25.10.  
**SCHUMACHER, PAULETTE**, Educational Assistant, SFMS, B22, From Layoff, 7.0 hrs./day, 172.0 days effective 10.25.10.  
**SPURRIER, BETH**, Assistant Girl's Hockey Coach, SFHS, Step 3, 3.0 hrs./day, 85.0 days effective 11.1.10.  
**TUCKER, MARY**, Controller, CSC, Step 1, 8.0 hrs./day, 261.0 days effective 10.25.10.  
**WRIGHT, TARA**, Assistant Gymnastics Coach, Step 2, 3.0 hrs./day, 49.0 days effective 11.15.10.

**LEAVES OF ABSENCE:**

CLASSIFIED

**DENNING, MELISSA**, Teacher, ECFE, Parental LOA effective 12.12.10.  
**CADY, KATIE**, Teacher, SFMS, Parental LOA effective 01.03.11.  
**THUL, MARK**, Teacher, SFHS, .27 LOA effective 7.1.10-6.30.2011.

NON-CLASSIFIED

**BARNES, LARRY**, Custodian, EBCS, Return from Medical LOA effective 10.19.10.  
**DUNLOP, MARY LOU**, Educational Assistant, CCCS, Family LOA effective 10.4.10.  
**DUNLOP, MARY LOU**, Educational Assistant, CCCS, Return from Family LOA effective 10.18.10.  
**HERTING, LAURIE**, Custodian, EBCS, Return from Medical LOA effective 10.25.10.  
**JOHNSON, TERESE**, Educational Assistant, SFHS, Medical LOA effective 9.30.10.

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

NON-CLASSIFIED

**HICKS, HANNA**, Educational Assistant, Transportation, Resignation effective 10.29.10.  
**JOHNSON, CYNTHIA**, Noon Educational Assistant, Resignation effective 8.23.10.

- D. THAT the MSHSL Foundation Grant Application be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the application for a grant for the MSHSL Foundation related to the Grant for Student Participation for ISD No. 15 be approved.
- E. THAT Cash and Investments be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the cash and investment report for July and August 2010 be approved as presented.  
Motion was made by Mr. Haag and seconded by Mr. Grams. Mr. Vogel inquired about the contract and a copy not sent to the School Board. Mr. Reker explained what the changes were and they included only salary. Motion carried with two nays Mr. Vogel and Ms. Van Denburgh.
- G. 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 the attached donor form(s):  
\$500.00, Kohl's, to EBCS for use at principal's discretion  
\$424.75, SFE APT, learning A-Z service for one year for 4 – 3<sup>rd</sup> grade teachers and Ms. Grzesiak @ \$84.95 per teacher for the year  
\$539.30, SFE APT, 5<sup>th</sup> grade field trip transportation to Wargo Nature Center

\$126.00, SFE APT, to SFE for kindergarten field trip to Berry Hills Farm  
 \$226.80, Wells Fargo Community Support Campaign, to SFE for use as needed  
 \$750.00 (In Kind), Complete Tool Grinding, tools to be used in the SFHS metals lab  
 \$7,500.00 (In Kind), Emerson Network Power, equipment to be used in the SFHS metals lab  
 \$2,500.00 (In Kind), RMS, tooling to be used in the SFHS metals lab  
 \$4,580.00 (In Kind), Metal-Matic, Inc., tubes and misc. to be used in the SFHS metals lab  
 \$2,400.00, Olympic Steel Mpls. Inc. 12 pcs. of 4 x 10 ga. plate to be used in the SFHS metals lab  
 Motion carried.

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

C. THAT the Disbursements be approved as presented.

<b>SCHOOL BOARD DATE: 10/25/2010</b>		
<b>BE IT RESOLVED by the School Board of Independent School District No. 15 that these disbursements as presented, excluding net payroll and payroll liabilities for federal and state taxes, VEBA and retirement payments, be allowed and charged to funds as follows:</b>		
<b>Fund No.</b>	<b>Description</b>	<b>Amount</b>
01	General	\$ 885,160.77
02	Food Service	\$ 98,310.95
04	Community Services	\$ 24,896.44
06	Construction	
07	Debt Redemption	
09	Trust and Agency	\$ 141.65
47	OPEB Debt Service	
<b>TOTAL DISTRICT</b>		<b>\$ 1,008,509.81</b>

The amounts above include checks processed between 10/11/10 to 10/21/10 and all accounts payable items processed between 10/11/10 and 10/21/10.

Ms. Van Denburgh inquired about a disbursement.  
 Motion carried.

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

F. THAT the Controller Employment Agreement be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment of Controller be approved as presented for the 2010-2013 school years. Mr. Vogel and Ms. Van Denburgh communicated that they did not receive a copy of the contract so could not vote for the contract without review.

Motion carried with two nays, Ms. Van Denburgh and Mr. Vogel.  
Mr. Reker will submit a copy of the contract to the School Board.

## **Reports**

### *Student Report*

Alex Everhart and Cameron Ferguson provided the student report. Football quarter final sections will be October 26 against Forest Lake. Volleyball sections are at the high school October 27. A press conference was held regarding the locker installation. Some vandalism has occurred. Time magazine was out to interview and take photos. There is misinformation out as to how the revenue will be spent. A recommendation will be made by the Financial Planning Action Committee and submitted to the Superintendent. Ms. Kelly suggested *The Courier* run an article as to how the determination is made to distribute earnings from the advertisements.

### *Superintendent Communication and Report*

Mr. Saxton reported:

- Mr. Saxton distributed the press release from School Media.
- There is a letter on table top from the State Auditor. Ms. Hawkins addressed and clarified statements made by Ms. Van Denburgh at the previous school board meeting regarding her contact with the State Auditor's office and the Minnesota statute regarding signatures and duties of the School Board on checks. Ms. Hawkins reported that the State Auditor's office had not had contact with Ms. Van Denburgh regarding this; however, it was learned the contact was from a citizen.
- Confidential email is on table top. This confidential matter has been dealt with legally through the Minnesota Department of Education. Contact Mr. Saxton with questions.
- Mr. Saxton reviewed a field trip that 4<sup>th</sup> grade students took via the Tandberg camera.
- Attended Schools for Equity in Education (SEE) and reported on the the main focus of the platform.
- The second annual Hall of Fame ceremony preceded the homecoming game.
- Mr. Saxton read a letter from a Columbia Heights parent recognizing the St. Francis fans for their spirit.
- An email was received from a parent that acknowledged the choir program, and the ninth grade choir concert.
- At the District Leadership Team (DLT) meeting, members worked on goal setting.
- Every meeting that has been streamed since September 13, 2010 is archived. It was agreed to use the East Central Minnesota Educational Cable Cooperative (ECMECC) camera to video stream because of cost and set up.
- The Minnesota School Boards Association workshop will be January 12, 13 and 14.
- Contact Mr. Saxton if interested in attending the TIES technology conference in December 4, 5, 6, 7. Mr. Tramm and Mr. Minshull will be presenting.

### *Dialogue Session*

Ms. Ness was in attendance and has a letter to give to Mr. Reker.

### *School Board Reports*

Mr. Anderson attended the middle school site management council (SMC) meeting; attended the Educational Cooperative Services Unit Board meeting; and participated in the Hall of Fame presentation for eight inductees.

Ms. Van Denburgh attended the Safety Committee meeting. She requested clarification of the difference between lock down versus lock in. Mr. Saxton reported that the procedure followed what the police officer suggested. DLT will also review procedures. Ms. Van Denburgh inquired about the publishing of minutes within a 30 day window. Ms. Kelly will review and report back.

Mr. Haag talked with Mr. Larson regarding the locker advertisements and suggested that principals review the installation. He recognized the Dunwoody locker advertisement.

Mr. Vogel acknowledged the homecoming game. He inquired about the bid threshold amount when going out for bid. Statute 471.345 defines what a contract is and what constitutes the requirement when going out for bid. Engineering of a project and construction management of a project do not qualify under the statute. Mr. Grams attended Adequate Yearly Progress meeting with Jan Pepelnjak. He recognized the Hall of Fame event, and the great homecoming crowd and game.

Ms. Kelly attended the SEE meeting and reported that lobby issues were reviewed. She attended the homecoming game, and the high school SMC meeting where the constitution is being reviewed for possible changes.

#### *Administrative Report*

##### *SHIP Information*

Ms. Levine provided an update of the two year Statewide Health Improvement Program (SHIP) grant. The focus in the schools includes: alternatives to food as reward, healthier school parties, healthier food ideas, rewards and incentives, fundraising ideas, and healthy meeting food ideas. What has been done so far is the development of an action plan, a website is being developed, a kitchen magnet was developed for healthy snacks, and a handout was given out at open houses. The student wellness policy has been in place for years and will assist the District to sustain this practice for upcoming years when the grant is no longer available.

#### **Other Matters**

##### *School Board Discussion*

Discussion included changing the start time of School Board meetings from 7:00 to 6:00 p.m., cost to change the times already posted in calendars, having the dialogue session start earlier at 5:30 p.m., change could be noted in *The Courier* and communicated to public, the City of St. Francis meetings begin at 6:00 p.m., meetings should be accommodating to the public, and gathering more information. School Board members will evaluate all suggestions and revisit at the December 13 meeting.

Motion was made to adjourn the meeting by Mr. Haag and seconded by Mr. Vogel. Motion carried.

The meeting was adjourned at 9:32 p.m.

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Joseph D. Haag, Clerk