

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
Dialogue Session – 6:30 p.m.  
Organizational Meeting – 7:00 p.m.  
January 12, 2009

**Organizational Meeting**

The organizational meeting was called to order by Superintendent Saxton at 7:00 p.m. with the following members present: Directors Anderson, H. Grams, S. Grams, Haag, Kelly, Lipinski, and Vogel.

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

**School Board Organization**

Election of Officers

Chair Pro Tem, Superintendent Saxton, called for nominations for School Board Chair. Mr. Anderson nominated Amy Kelly second Ms. Grams. With no other nominations received, Mr. Anderson moved that nominations be closed and a unanimous ballot be cast second by Ms. Lipinski. Motion carried. The meeting was then turned over to Chair Kelly.

Nominations were opened for School Board Clerk. Ms. Grams nominated Joe Haag second by Ms. Lipinski. Ms. Grams moved that nominations be closed and a unanimous ballot be cast second by Ms. Lipinski. Motion carried. Mr. Haag was elected Clerk.

Nominations were opened for School Board Treasurer. Mr. Anderson nominated Harry Grams second by Mr. Haag. Ms. Grams moved that nominations be closed and a unanimous ballot be cast second by Mr. Haag. Motion carried. Mr. Grams was appointed Treasurer.

Nominations were opened for School Board Vice Chair. Ms. Grams nominated David Anderson second by Ms. Lipinski. Ms. Grams moved that nominations be closed and a unanimous ballot be cast second by Ms. Lipinski. Motion carried. Mr. Anderson was elected Vice Chair.

A motion was made to appoint the Administrative Assistant to the Superintendent as Assistant Clerk by Mr. Anderson and seconded by Ms. Grams. Motion carried.

School Board Directors Compensation

Motion was made by Mr. Anderson to consider the following resolution with compensation as it was in the previous year and seconded by Ms. Grams.

BE IT RESOLVED by the School Board of Independent School District No.15 that the School Board Directors compensation be \$4,152.00 per year, and that the School Board Chair be \$4,760.00 per year, and a \$30.00 stipend for the negotiating committees, per meeting. Mileage will be reimbursed for meetings other than regularly scheduled School Board meetings at the current IRS approved rate established.

Mr. Vogel proposed that School Board members take a 10% one time salary concession. Discussion followed which included: no increases to the salary in 2007 or 2008, not looking for an increase however to stay the same, important to stay current with surrounding district School Boards, comparison rates, very few claims for mileage and stipend meetings, and donating part of salary back to the District.

Motion carried with one nay, Mr. Vogel.

School Board Meeting Dates

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

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt the 2009 School Board Meeting Schedule as follows: January 12, January 26, February 9, February 23, March 9, March 23, April 13, April 27, May 11, May 26, June 8, June 22, July 13, August 10, August 24, September 14,

September 28, October 12, October 26, November 9, November 23, and December 14.

### Committee Assignments

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

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the following revision to School Board Committee Assignments for 2009 as per the following list.

### **SCHOOL BOARD COMMITTEE ASSIGNMENTS 2009**

A. Oak Land Vocational Co-op Board:	Amy Kelly, Dave Anderson-Alt.
B. Teacher/Supervisory Personnel Negotiations:	Dave Anderson, Sandy Grams, A. Kelly,
C. Negotiations Hourly Personnel:	H. Grams, J. Haag, R. Lipinski, M. Vogel
D. Schools for Equity in Education:	Amy Kelly, Renee Lipinski alt.
E. District Technology, TIES:	Harry Grams
F. District Shared Decisions Network:	Sandy Grams
G. MN State High School League:	Joe Haag
H. Community Education:	Harry Grams
I. MN School Board Association	Amy Kelly
J. Early Childhood Family Ed. Advisory	Renee Lipinski
K. Extra Curricular Extended Day	Harry Grams
L. Insurance Committee:	Dave Anderson, Renee Lipinski
M. Facilities Committee:	Sandy Grams, Mark Vogel
N. Athletic Advisory Committee:	Harry Grams, or Joe Haag
O. ECSU Representative:	Dave Anderson
P. Foundation 15:	Harry Grams
Q. Financial Planning Action Committee:	Dave Anderson, Harry Grams, Mark Vogel
R. Assessment Curriculum & Testing (ACT)	Dave Anderson, Joe Haag
S. Continuing Education Licensing Committee (CELC)	Richard Cooper (community representative)
T. Governing Board – Teacher Academy	Sandy Grams, Amy Kelly
U. Safety Committee Liaison	Renee Lipinski
V. Communications Committee	Harry Grams, Amy Kelly, Mark Vogel
W. Adopted Schools:	
Crossroads – Mark Vogel	East Bethel – Sandy Grams
Cedar Creek – Joe Haag	Lifelong Learning Center – Renee Lipinski
St. Francis Elementary – Harry Grams	St. Francis High School – Amy Kelly
St. Francis Middle School – Dave Anderson	Sandhill Center – Dave Anderson

Mr. Grams inquired about appointing an alternate. Mr. Anderson suggested the assigned representative call another Board member to attend in their absence. Ms. Kelly suggested that a report be given at Board meetings. The Communications Committee will be added to the list. The two Wellness committees and the Community Relations committee will be addressed at a future Board meeting. The addition to the committee assignments are made by consensus of the Board.

Motion carried.

**Board Calendar Dates:** Regular Meetings held at 7:00 p.m. at the Central Services Center; January 26, February 9, February 23, and March 9. Dialogue with the School Board is held at 6:30 p.m. prior to the Board meeting.

### **2007-08 Financial Statement Report – Mike Hueller**

Ms. Hawkins introduced Mike Hueller, Manager MMKR, who will review the management report which is the executive summary of the financial statement results. The Financial Statements will be on the website after they are approved by the School Board. There are no findings related to the Financial Statements, no findings or issues noted with Government Auditing Standards, Schedule of Expenditures of Federal Awards, and no findings based on testing of the District's compliance with Minnesota laws and regulations. This report with no findings is excellent with the new and rigorous auditing standards that have been put in place.

The District's financial records are in excellent condition. The Extra Curricular report includes student activities with no issues. The Financial Trends of the District show the general fund financial position, change in average daily membership and pupil units, general fund revenue, and general fund expenditures. Other operating funds include the Food Service funds, Community Service funds, Capital Projects, and Debt Service Funds.

### **Consideration of Visitors**

Dan Martinson, Northern Screw Products, addressed the School Board regarding his thoughts over the failed levy referendum. He stated the voters should have been given a choice to continue the existing levy or to vote on a new one, and in future referendums look at it from the business side. Mr. Martinson offered to join Chair Kelly in meeting with State Legislators, and to assist in writing future referendums.

### **Agenda**

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

### **Consent Agenda**

Motion was made to approve the Consent Agenda as revised by Mr. Haag and seconded by Mr. Grams. Mr. Anderson had a friendly change in the December 8, minutes a name correction under reports to Trent Herold. Mr. Vogel requested that items E, G and H be considered separately.

Motion carried items A – D, F, I, and J.

A. THAT the minutes of December 8 and December 17 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

**DERUNG, LILLIAN**, Targeted Services, EBCS Additional Assignment.

**DILAURO, KIMBERLY**, Targeted Services, SFMS, Additional Assignment, 1.5 hrs./day, 40.0 days effective 12.11.08.

**HEHIR, NICOLE**, Targeted Services, EBCS Additional Assignment.

**LAWRY, VICKI**, Targeted Services, EBCS Additional Assignment.

**OLSON, JENNIFER**, Targeted Services, SFMS, Additional Assignment, 1.5 hrs./day, 40.0 days effective 12.11.08.

**SARGENT, CARLINE**, Targeted Services, SFMS, Additional Assignment, 1.5 hrs./day, 40.0 days effective 12.11.08.

**STENBERG, DEB**, Targeted Services, EBCS Additional Assignment.

#### NON-CLASSIFIED

**BURNS, SARAH**, Educational Assistant, CCCS, \$10.21/hr., 2.5 hrs./day effective 12.16.08.

**HERMANSON, DEBBIE**, Educational Assistant, EBCS, \$10.67/hr., 2.5 hrs./day effective 1.06.09.

### **LEAVES OF ABSENCE:**

#### CLASSIFIED

**JONES, TOM**, Science Teacher, SFMS, Military LOA effective 2.10.09.

**MUHR, ELIZABETH**, Family and Consumer Science Instructor, SFHS, return from reduced hrs. Childcare LOA effective 12.1.08.

#### NON-CLASSIFIED

**ANWAY, DIANE**, Helper Server, Nutrition Services, Medical Leave Of Absence 12.2.08.

**GARDNER, CYNTHIA**, Nutrition Services, return from Maternity Leave of Absence effective 12.8.08.

**WITT, KATHY**, Assistant Cook, Nutrition Services, EBCS, Return from Medical Leave of Absence effective 1.6.09.

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

#### NON-CLASSIFIED

**CARLSON, JAESUN**, Groundskeeper, Maintenance, Termination effective 1.12.09

**GARCIA-JONES, MARILU**, Administrative Assistant, CSC, Resignation effective 12.9.08.

**GREEN, AMY**, Educational Assistant, EBCS, Resignation effective 12.9.08.

**MOLITOR, TAMARA**, Youth Enrichment Coordinator, Sandhill, Termination effective 1.16.09.

C. THAT Claims and Accounts be approved as presented.

D. THAT Investments be approved as presented.

F. THAT the 2007-08 Financial Statements be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Independent School District No. 15 Audited Financial Report and the Extracurricular Student Activity Accounts Audited Financial Report for the fiscal year 2007-08 be approved as presented by the independent auditing firm of Malloy, Montague, Karnowski, Radosevich, & Co., P.A. on January 12, 2009.

I. THAT the Teacher Seniority List be approved as presented.

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

J. THAT the 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)

\$24.65, Earthone Solutions Inc./CURE Childhood Cancer, to EBCS used at Principal's discretion

\$732.50, Lifetouch National School Studios, to EBCS to be used at Principal's discretion

\$15,000.00, St. Francis Grid Club, to SFHS for football coaches salary for 2008 season

\$500.00, St. Francis Volleyball Booster Club, to SFHS payment to coach Jayme Hjelle

\$150.00 (in kind), Patricia L. Johnson, a refrigerator donated to the SFHS Athletic Dept. staff lounge/lunchroom

\$1,000.00, Oscar and Val Carlson, to SFHS for 2007/08 JDK scholarship recipient is Deidre Held

\$298.89, Broadcasting Club #93, to SFHS to purchase Camcorder for Broadcasting class

\$30.00, Wells Fargo/Jennifer Olson, to CCCS for general supplies

\$200.00, SFE APT, to SFE for purchase of glaze and /or pottery paint for Art Dept.

Motion carried.

E. Motion was made by Mr. Anderson second by Ms. Grams.

THAT the ISD No. 15 and CBIZ Financial Solutions, Inc. Services Agreement be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Consulting Services Agreement with CBIZ Financial Solutions, Inc. to perform Consulting Services be approved.

Mr. Reker explained that this is a new agreement that CBIZ will ensure that MET Life is providing services promised are provided. As the dollars grow into the fund it will assist in being cost neutral.

Motion carried.

G. Motion was made by Mr. Haag and seconded by Ms. Grams. Mr. Vogel is not opposed to following the IRS rate, however inquired why the rate does not go down. The rate has gone down from 58.5 to 55 cents.

THAT the Mileage Reimbursement Rate be approved as presented.

WHEREAS the Internal Revenue Service has changed the mileage reimbursement rate effective January 1, 2009,

THEREFORE, BE IT RESOLVED that the School Board of Independent School District No. 15 approve the Internal Revenue Service mileage reimbursement rate effective January 1, 2009 for reimbursement to employees' use of own automobile in performance of duties.

Motion carried.

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

Ms. Hawkins reported that the District has been a member of ECMECC and there is no additional cost as it is part of the membership.

THAT ECMECC Letter of Agency be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the letter of agency authorizing ECMECC to submit E-rate forms for funding years 2009-2013 on behalf of ISD 15 be approved.

Motion carried.

## **Reports**

### *Student Report*

LaNae DesRosier and Dylan Sowers provided the student report. New posters are up Stand Up and Stand Out which is part of the peace project. Snow Week is January 26 – 30. Student Council handed out data match which matches students up with other students. After the boys basketball game against Cooper there was a meet and eat pizza meal with team players. HOSA was awarded first, second and third place out of 12 teams, and will move to State competition in March. There will be a late start on January 16. New lockers in the senior hallway were installed over winter break.

*High School Music Parents* - Mr. Saxton reported that the High School Music Parents will be reporting. Parent Gisele Lawrence, representing the Choir Boosters, reported that they want to assist the Board in regards to working to find the best solution for students with current budget concerns. The Choir Boosters hired a national consultant to evaluate the District's music program. The results were included in a report submitted previously to the School Board. The music program is curricular in nature. The information in the report should assist in evaluating the program's worth and the value to the District and the community. Parent Gail Gessner reviewed some of the executive summary highlights. The music boosters have two recommendations at this time 1) that the District rescind all proposed cuts to the music program or consideration of any additional cuts, and 2) that the District appoint in cooperation with the community an official task force. Students Hannah Aase and Clayton Aldern distributed a survey completed by band and choir students and spoke on behalf of students.

#### *Superintendent Communications and Report*

Mr. Saxton has completed some classroom observations, served lunch and read to the kindergarten class at East Bethel, attended a wrestling match, gymnastics meet, and a girls' hockey game. Mr. Saxton met with Senator Jungbauer. He met with a kindergarten teacher at East Bethel and discussed pursuing a grant. Mr. Johnson and Mr. Saxton met regarding the middle school next year. Mr. Saxton will attend the 7AA Region meeting in Duluth on January 14. Review of Superintendent goals will be reviewed on January 26.

#### *Building Utilization for 2009-2010*

Mr. Saxton reported on the space being used for alternative classrooms at the elementary level and explained a method which could address the space issue. All 5<sup>th</sup> grade students could be at the middle school, and 8<sup>th</sup> grade students at the high school in 2009-10. This is a space solution only and will not change the amount of reduction. Mr. Krause will work on transportation logistics. Mr. Saxton will meet with principals again on January 13, to review the utilization of space. The scenario on transportation considerations might be cost prohibitive, safety, convenience, or a combination of all three. Licensing issues will have to be looked at. There will be a tentative Public Forum meeting scheduled for January 27.

#### *School Board Report*

Mr. Anderson acknowledged Ms. Hawkins for the positive audit report. At the insurance meeting the committee decided to stay with Health Partners who guarantee no more than a 19% increase. He attended the Indian Education meeting on January 10, and the Music Booster Club meeting. The Board by consensus will enter into negotiations with Superintendent Saxton.

Ms. Grams left the meeting at 9:13 p.m.

Ms. Kelly reported good ideas at the Community Relations meeting from a new member and business representatives. Ms. Kelly will attend the legislative kickoff next week.

Mr. Grams reported that negotiations continue with the Custodial group. He attended the Music Booster Club meeting, and the Indian Education meeting.

Mr. Vogel requested an update be given in the future by Johnson Controls. He met with Mr. Saxton regarding a levy and considering a performance based pay study. Mr. Vogel questioned some of the music class sizes as reported in the study.

Mr. Haag attended the Music Booster Club meeting, and the Cedar Creek SMC meeting. Mr. Haag met the new Curriculum Program Supervisor Kurt Becker.

#### Dialogue Session

Mr. Grams communicated that Mr. Martinson, attended the Dialogue Session and talked about his ideas that he spoke of during the Consideration of Visitors portion of the meeting.

### Bussing Discussion

The Board continued some discussion regarding transportation and the two mile walk. Safe schools need to be known, Anoka Hennepin does charge for transportation to students that live within the two mile distance, there is the possibility of a stop light being installed next summer, students not walking at all, using the fund balance, students walking within a half mile distance to school, and charging for transporting students that do live within the half mile distance.. Mr. Krause will bring some scenarios for the half mile walk.

### *Administrative Reports*

#### Peace Project

Mr. Neubauer presented a photograph titled "Stand Up & Stand Out" from the Peace Project which was initiated by the Diversity, Open Minds, and GSA clubs. The numbers of students that participated is a significant statement by students that they will not tolerate racism, and bigotry.

#### Webcast Presentation

Mr. Neubauer presented a demonstration of a webcast basketball game. Webcast is free to schools. The equipment, camera, internet connections, an advisor will be paid \$800 per year to organize the schedule, and two students will be paid \$10 per event, one to do the camera work and one to do the play by play. How costs are covered is through those that pay for advertising. After funding is collected and expenses have been paid the company profit shares with the schools. The original goal of the company was to bring families together. Mr. Neubauer will meet with Mr. Tramm, District Technology Coordinator, regarding compatibility with District technology.

### **Other Matters**

#### *Revised Policy 602.1*

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

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt revised policy 602.1 as recommended.

Revisions are made due to statute changes.

Motion carried.

The meeting was adjourned at 10:07 p.m.

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Joseph D. Haag, Clerk