

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
April 23, 2012
Regular Meeting – 7:00 p.m.
Central Services Center – Community Room
4115 Ambassador Blvd.
A G E N D A

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

Others present were Director of Business Services Mae Hawkins, Director of Human Resources Dave Lindberg, Director of Special Services Jacquie Stein, Director of Community Services Tom Larson, student representative Nate Lipinski, and community members.

Roll call was taken.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at the Central Services Center, May 14, May 29, June 11, and June 25. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings; however, not held on May 29 with retiree recognition beginning at 6:00 p.m.

Consideration of Visitors

None

Agenda

Motion was made by Ms. Kelly and second by Mr. Anderson.

Motion carried 6-0.

Consent Agenda

Motion was made to approve the revised Consent Agenda by Mr. Grams and second by Mr. Rustad.

A. THAT the minutes of April 9, 2012 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:

LEAVES OF ABSENCE:

CLASSIFIED

BAAR, AMY - Teacher, CCCS, .45 LOA, 2012-13 SY.

DIECKHAUS, JYL - Teacher, SFHS, LOA, effective 1.10.2013.

CADY, KATIE - Teacher, SFMS, Return from LOA on 4.16.2012.

OGREN, KELLY - Teacher, CCCS, .45 LOA, 2012-13 SY.

NON-CLASSIFIED

GREEN, KIMBERLY - Nutrition, SFE, Medical LOA effective 4.5.2012.

RESIGNATIONS/TERMINATIONS/DISCONTINUANCE OF POSITION:

CLASSIFIED

MERKOURIS, ANN - Teacher, Retirement, last day 6.5.2012.

NON-CLASSIFIED

ANTONICH, LINDA - Health Educational Assistant, SFE, Resignation last day 6.5.2012.

HUSNICK, WENDY - Helper/Server, SFHS, Resignation last day 4.5.2012.

KNUDSEN, KAREN - Educational Assistant, Crossroads, Retirement last day 6.30.2012.

LUNDEEN, DIANE - Educational Assistant, Crossroads, Retirement last day 6.5.2012.

SMITH, AILEEN - Educational Assistant, CCCS, Retirement, last day 6.6.2012.

STOKES, PAT - Helper/Server, SFHS, Resignation, last day 4.24.2012.

WITTE, SHERRIE - Educational Assistant, Crossroads, Retirement last day 6.5.2012.

C. THAT Disbursements be 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:

Fund No.	Description	Amount
01	General	\$ 297,648.19
02	Food Service	\$ 66,148.21
04	Community Services	\$ 11,239.00
06	Construction	\$ 6,440.00
07	Debt Redemption	\$
09	Trust and Agency	\$ 105.62
20	Internal Service	\$ 479,700.12
47	OPEB Debt Service	\$
TOTAL DISTRICT		\$ 861,281.14

All checks processed between 04/10/12 and 04/20/12, and all accounts payable items processed between 04/10/12 and 04/23/12

D. THAT the Mail Equipment Rental Agreement be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the agreement with Pitney Bowes for the 60 month government term rental of a DM400 Automatic Mailing System with five pound scale for \$154 per month be approved.

E. THAT the SFHS Choir Out-of-State Travel request be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School Choir proposal for an out-of-state trip to Fort Lauderdale, Florida and Florida Keys March 2-6, 2013 be approved as requested.

F. THAT the 2011-12 School Year Budget Amendments be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the 2011-12 Budgets be amended as follows:

For Fiscal Year July 1, 2011 to June 30, 2012

Fund 01, General Fund	Revenues	\$ 48,291,987
	Expenditures	\$ 48,524,900
Fund 04, Community Education	Revenues	\$ 1,943,605
	Expenditures	\$ 1,916,784
Fund 09, Trust Fund	Revenues	\$ 448,689
	Expenditures	\$ 448,405
Fund 20, Internal Service Fund	Revenues	\$ 2,893,975
	Expenditures	\$ 2,893,975

Background information: Please see the attached information regarding budget adjustments by fund and by type of adjustment.

The following funds have no budget adjustments to be approved at this time. These budgets remain the amounts shown below:

Fund 02, Nutrition Services	Revenues	\$ 2,550,951
	Expenditures	\$ 2,575,766
Fund 06, Capital Projects	Revenues	\$ 0
	Expenditures	\$ 164,211
Fund 07, Debt Services	Revenues	\$ 5,623,562
	Expenditures	\$ 5,779,731
Fund 45, OPEB Trust Fund	Revenues	\$ 95,000
	Expenditures	\$ 492,802

Fund 47, OPEB Debt Service Revenues \$ 311,173
Expenditures \$ 296,855

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, St. Francis Student Council, scholarship to student council member Nathan Lipinski

\$178.67, United Way, to SFHS at principal's discretion

\$242.28, Wells Fargo Foundation, to SFHS at principal's discretion

\$181.72, Extreme Clean Services, to CCCS for field trip of Mrs. Lofgren's class

\$1,326.00, CCCS PTO, \$500 - cameras for technology, \$500 - music equipment, \$326 - 4th grade field trip

\$181.60, CCCS PTO, Box Top Award to purchase classroom supplies

\$69.98, Nicole Anderlie, purchase order from Calloway House for supplies

\$1,920.00, SFMS SMC, for music activity transportation

Motion carried 6-0.

Consideration of Visitors

None

Reports

Student Report

Nate Lipinski reported the musical comedy, *Curtains*, will be April 26-29. Last day of school is June 4. Baseball and softball has begun. Prom was April 14. June 8 is graduation at 7 p.m. Staff member of the month for January was French teacher Ms. Carlson, for February, Language Arts teacher Ms. Morehouse Olson, and in March, Special Education teacher Jason Maurer.

Superintendent Report and Communications

- Mr. Saxton expressed condolences to the family, students, and staff of student Nick Engler.
- Mr. Grams and Mr. Saxton met with the representative from the Minnesota Department of Transportation (MnDOT) regarding the crossing on Hwy. 47. The District expressed the need for solutions, not funding. MnDOT will report back with some alternatives.
- ECMECC is offering virtual field trips again and ISD 15 will continue to be an active participant.
- Attended Schools for Equity in Education meeting (SEE)
- District held a professional development meeting to comply with the state statute.
- Attended the ACT meeting.
- Budget information work session was held for the School Board on April 16 and the District Leadership Team (DLT) on April 17.
- The subcommittee for all day every day kindergarten met to review the next steps.
- Met with 4th and 5th grade parents and SFES Principal Kathleen Kohonen at the middle school regarding information for the 2012-13 school year.
- District-wide pre staffing was held April 19.
- Joint Standing Committee looked at hiring process of instructional leaders.
- An open letter to interested citizens and representatives explaining the process and the misinformation regarding the clinic was presented to the School Board. It will be posted on the website and sent to all staff. The location of the clinic other than the high school should not be an issue with the contract between NeoPath and ISD 15. The first quarterly report has been requested.
- May 4, Art Rolnick will speak at the Courtyards of Andover on preschool and early education.
- The front page photo of Corey Tramm in The Courier generated an email from an Anoka school district technology staff member regarding ISD 15 use of the one-touch computer screen as seen in the picture.
- The EXPO was held on April 21. Three DVD videos highlighting programming, and brochures on kindergarten and STEM were available to the public.

Dialogue Session

None

School Board Member Reports

Ms. Kelly attended SEE where Sam Kramer, policy specialist from Minnesota Department of Education, and Leigh Kraft from William Mitchell School of Law, were speakers.

Mr. Anderson attended ECSU and ACT meetings, the School Board work session on budget parameters, and the

Joint Standing Committee meeting.

Ms. Erkel attended ACT, SB budget work session, and Phase III training.

Mr. Grams summarized the information received at the meeting with MnDOT, attended the Joint Standing Committee meeting, and reported that the Foundation 15 scholarship dinner is April 27.

Ms. Van Denburgh attended the EXPO. She expressed condolences to the Engler family and thanked the leadership of the District for their support to the family.

Administrative Reports

Transportation Information – Transportation Supervisor Dean Krause invited everyone in attendance outside to view three buses that were on display. Head Mechanic Steve Tharp and Mechanic Brandon Williams were on hand to answer questions about the buses. Mr. Krause provided information about the transportation routes, employees and buses, including: 90 routes run every day, the transportation department includes 50 bus drivers, 8 substitutes, one head mechanic, three other mechanics, bus washer, two office professionals, safety coordinator and Mr. Krause, vehicles and equipment consist of 62 buses (48 conventional), trailers, vans, some equipped with cameras, GPS's on buses, and LED lights. When looking at running the propane bus compared to diesel fuel costs, the approximate savings by running propane would be substantial. There is a need for change with the drop in enrollment. Bids are being taken on selling twenty (20) buses to downsize the fleet. Emissions are much cleaner on propane buses. Mr. Krause will bring back a phase-in plan for School Board review.

Mr. Neubauer distributed a handout for the math credit proposal which will come before the School Board in May. The change in standards at the high school proposes instead of credits that students complete a sequence in math.

Other Matters

Approval of Budget Parameters 2012-2013

Motion was made by Ms. Kelly and second by Ms. Erkel to approve the Budget Parameters for 2012-2013. Mr. Rustad inquired if there is a decrease in teachers would that be due to a decrease in enrollment? Any decreases in teachers will not be tenured staff.

WHEREAS the Financial Planning Action Committee has agreed to and made the following recommendations to the Superintendent at the April 4, 2012 meeting and these recommendations are being presented by the Superintendent to the School Board on April 23, 2012.

Financial Planning Action Committee Recommendations:

Recommendation #1: Budgets will be allocated to sites on a per student basis and site budgets will be adjusted for changes in enrollment. To the extent possible, if budget reductions are needed, they will be made in a manner that minimizes the impact to instruction.

Recommendation #2: Elementary educational program budgets will be adjusted to include the following:

1. Free All Day Every Day Kindergarten for all kindergarten students
2. STEM pilot for fourth grade students with at least one STEM classroom at each elementary school

FY13 (2012-13) Budget Parameters and Guidelines

The FY13 budget reflects the following assumptions:

2012-13 Assumptions:

REVENUES:

Per student revenue from the state includes the \$50 increase per student in general education revenues, increase in compensatory revenue of \$50 per student and includes a projected increase of \$254,623 for Literacy Aid revenues. Non-federal revenues are projected to decline by \$672,200. The assumptions also include a \$146,000 decrease in Federal Jobs Funds and a \$150,000 decrease in federal title programs. Another assumption is that the district's TAIP application for the 2012-13 school year will be approved.

EXPENDITURES:

Non-employee related expense budgets will increase by 0% with the exception of fuel budgets. Positions paid for with Federal Jobs funds will be phased out. Federal program expenditures will match federal program revenues. Employee related expenses will be per board approved contracts. The All Day Every Day Kindergarten program will be paid for with savings from discontinuing kindergarten bussing and discontinuing extended kindergarten (TWEEN) time and by reallocating intervention

staffing.

The decline in revenue and the increase in expenditures costs will be offset by budget reductions. Budget reductions will occur as follows: Roof financing will be used to flatten roofing costs for the next five years, staff that are leaving will either not be replaced or will be replaced by existing staff whenever possible, temporary positions will be discontinued, half day kindergarten costs for transportation and extended kindergarten (TWEEN) time and reallocation of intervention funds will be used to offset the cost of the new All Day Every Day Kindergarten program, new energy saving programs will be implemented to reduce energy costs.

Site plans must be in accordance with School District policies and all budget proposals will be reviewed by the Superintendent and the Director of Business Services.

THEREFORE, BE IT RESOLVED that the School Board of Independent School District No. 15 approve the FY13 Budget Parameters and Guidelines as recommended by the Superintendent.

Motion carried 6-0.

The meeting was adjourned at 8: 18 p.m.

Suzanne Erkel, School Board Clerk