

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
March 26, 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, Glover, Grams, Kelly, Rustad, and Superintendent Saxton.

Others present were Director of Business Services Mae Hawkins, Director of Human Resources Dave Lindberg, Director of Community Services Tom Larson, student representative Mercedes Johnson, and community members.

**Board Calendar Dates:** Regular meetings held at 7:00 p.m. at the Central Services Center, April 9, April 23, May 14, and May 29. 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.

**Agenda**

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

Motion carried.

Roll call was taken.

**Consent Agenda**

Motion was made to approve the revised Consent Agenda by Ms. Glover and seconded by Mr. Rustad.

A. THAT the minutes of March 12, 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:

**EMPLOYMENT:**

CLASSIFIED

**MCALLISTER, RAMONA, COTA, CCCS, 7.5hrs./day 14.0 days effective 3.19.12.**

**NEYHART, LEANN, Certified Occupational Therapist, EBCS, MA3, 8.0 hrs./day, 10 days effective 3.23.12.**

**LEAVES OF ABSENCE:**

CLASSIFIED

**BAKER, BECKI, Speech Language Pathologist, ECFE, Parental LOA effective 8.29.12.**

**ENGQUIST, JILL, Counselor, SFHS, Return from Parental LOA effective 3.19.12.**

**HENNESY, SUSAN, Teacher, CCCS, Unpaid LOA effective 7.12.12-6.30.15.**

**LUNDQUIST, MARY, Teacher, SFHS, Parental LOA effective 8.29.12.**

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

CLASSIFIED

**BEHLING, CYNTHIA, Teacher, LLS, Retirement effective 6.6.12.**

**GRAVDHAL, DAWN, Teacher, SFMS, Retirement effective 6.8.12.**

NON-CLASSIFIED

**BOTTEMA, LINDA, Educational Assistant, Resignation effective 3.22.12.**

**CARLSON, WAYNE, Custodian, LLC, Retirement effective 6.7.12.**

**FREDRICKSON, JOESPH, Head Girl's Hockey Coach, SFHS, Resignation effective 3.9.12.**

**HAWKINS, MAE, Director of Business Affairs, Resignation effective 6.30.12.**

**KEENAN, MICHELLE, Head Gymnastics Coach, SFHS, Resignation effective 3.9.12.**

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
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01	General	\$	949,286.15
02	Food Service	\$	139,066.41
04	Community Services	\$	43,366.01
06	Construction	\$	-
07	Debt Redemption	\$	-
09	Trust and Agency	\$	1,036.68
20	Internal Service	\$	103,111.40
47	OPEB Debt Service	\$	-
	TOTAL DISTRICT	\$	1,235,866.65

All checks processed between 03/13/12 and 03/23/12, payroll liabilities for 03/20/12 and all accounts payable items processed between 03/13/12 and 03/26/12

- D. THAT the Sports Medicine Contract be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No.15 that the Sports Medicine Outreach Agreement with Physical Therapy Consultants, Inc. for athletic training for a three school year term in an amount not to exceed \$15,500 per year be approved.
- E. 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):  
\$100.00, Residential Mortgage Group and Emmerich Family, "Refer a Friend, Build Your Community" program, to be used at EBCS principal's discretion  
\$5,588.80, SF Grid Club, football game pants (navy), socks and knee pads  
\$3,287.12, SFYSA, salary for two coaches  
\$138.48, Wells Fargo Foundation and Jennifer Larson, to SFMS to purchase supplies  
\$44.88, Wells Fargo Foundation Educational Matching Program, to EBCS at principal's discretion  
\$60.00, Wells Fargo Foundation Educational Matching Program, to EBCS at principal's discretion  
\$27.72, Wells Fargo Foundation, to CCCS at principal's discretion  
\$18.00, Wells Fargo Foundation, to CCCS at principal's discretion  
\$36.90, Wells Fargo Foundation, to CCCS at principal's discretion  
\$299.87, CCCS PTO, to CCCS for books for library

Motion carried 7-0.

#### **Consideration of Visitors**

None

#### **Reports**

##### *Student Report*

Mercedez Johnson provided the student report which included: Nate Lipinski is attending the wrestling banquet, MORP and Prom coming up, Student Council is planning a Moon Walk as a fundraiser, and the Eastern Minnesota Association Student Council was attended by student council members.

##### *Superintendent Report and Communications*

- There is a live streaming issue with the server; this meeting is recorded, however maybe not live streamed.
- Attended SKATES Hockey Award night with 82 athletes attending.
- Teacher evaluations are being completed.
- Attended Early Childhood Advisory meeting.
- Working on I3 Federal Grant relating to STEM.

- Two thirds of 4<sup>th</sup> grade students eligible have expressed interest in STEM.
- A Board member's question sent to Mr. Wirz regarding roofing projects was forwarded to Mr. Saxton. Mr. Larson distributed a picture of roofs in need of repair. The District reviewed replacements that will be needed over the next 3 years and to consider blending them now before price increases. This would flatten expenditures over the next five years. Minor repairs have been done. Discussion and comments: the bidding process, seeing this proposal for the first time, what is the warranty, high deductible in insurance, a 15% anticipated increase in cost has been sent from vendors due to increase with petroleum costs, and makes financial sense to do this now. This bid does encompass needs for near future. Bids from last year to this year have increased by 11.3%. Current borrowing rates are less than 2%. Fix and Repair dollars have been spent on parking lots and the roof repairs that were most critical.

### *Dialogue Session*

Mr. Anderson two community members attended. One expressed concern regarding the roofing project and the cost of the project. The other inquiry was why the clinic contract is not posted on the website.

### *School Board Member Reports*

Mr. Rustad received a call about a substitute teacher licensure concern.

Mr. Anderson attended site management council (SMC) meeting at the middle school and the Assessment Curriculum and Teaching (ACT) meeting at the high school.

Ms. Glover will be working at Cedar Creek Community School carnival.

Ms. Erkel received phone calls regarding: teachers being afraid to say anything that the budget control has been taken away from SMCs, and that teachers have iPads and cell phones. Ms. Erkel recommends that the School Board vote on having half day kindergarten. Ms. Erkel made a motion for half day kindergarten second by Mr. Rustad. Mr. Lindberg communicated that Ms. Erkel encourage employees to discuss issue(s) with the supervisor and/or the Director of HR. Mr. Saxton explained that iPad use by teacher leaders (instructional specialist, curriculum specialist, peer leader) is to maximize professional development and used as an evaluative tool. Mr. Anderson referred to the motion and second of half day kindergarten and that discussion take place when more information is received. Ms. Erkel requested to withdraw and postpone the half day kindergarten motion until later. Mr. Rustad withdrew his second from the original motion and seconded the postponement of the motion. Discussion regarding a subcommittee to review a half day kindergarten program included: Mr. Anderson would not be in favor of offering another program at this time, however if a program in the future is considered, more information is needed. Ms. Glover recalled why she voted for all day kindergarten - that it would be good for the children, and if a subcommittee is formed that the information considered be of benefit to the children. Ms. Erkel made a motion to form a subcommittee to review half day kindergarten second by Mr. Rustad.

Motion carried 4-3, nays being Ms. Glover, Mr. Grams and Ms. Kelly. Ms. Van Denburgh requested that Mr. Saxton establish a subcommittee. Ms. Hawkin's concern is the educational disadvantage to the half day students that will enter first grade, and that the District would deliberately build a program that puts students at an educational disadvantage.

Ms. Van Denburgh attended the safety committee meeting. She received calls expressing concern regarding changes made in SMC decision making, and referred to policy that addresses site councils. Discussion continued regarding SMC matrix and budget process. Mr. Lindberg will send copies of SMC constitutions.

### *Administrative Reports*

#### *Grades 6-12 Common Assessments*

Principals Mr. Neubauer and Mr. Johnson provided the report. Middle School - Teachers work together in a collaborative effort to assess student learning. Common assessments identify individual students, teaching strategies, program concerns and improvement goals. High School – Review common assessments, evaluate curriculum, evaluate instruction, work together for the betterment of student learning, conduct final exams, and use resources such as Mastery Manager (software package), Job-a-Like, and Standards. Data from a national standard's report was presented showing: actual performance, what ifs showing data of performance with less fluctuation, and data showing results at 95% or above. The long range goal is to have more common assessments, summative, and mid tri assessments.

Three minute recess at 8:52 p.m.

### *Athletic Conference Report*

Mr. Fink reported that the District received an invitation to join the Mississippi 8 (M8) conference. He presented information about changing conferences, teams and divisions, division purpose and design, programming similarities

(which M8 is very similar), programming of feeder programs and booster clubs, chart of travel and enrollment, and proposed timeline. A resolution is on the agenda.

### **Old Business**

#### *Revised Policy 106 – Meetings of the School Board*

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

BE IT FURTHER RESOLVED that the School Board of Independent School District No. 15 adopt revised Policy 106 – Meetings of the School Board.

Motion carried 6-1, nay being Ms. Van Denburgh.

#### *Revised Policy 106.1 – School Board Meeting Agenda*

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

BE IT FURTHER RESOLVED that the School Board of Independent School District No. 15 adopt revised Policy 106.1 – School Board Meeting Agenda.

Motion carried 6-1, nay being Ms. Van Denburgh.

### **Other Matters**

#### *Resolution Authorizing Lease Purchase Finance and Intent to Issue Certificates of Participation*

Motion was made by Mr. Grams and second by Ms. Glover.

*See copy of resolution attached.*

Ms. Erkel inquired about the rate of interest, how is loan paid back. Ms. Hawkins replied the money comes from capital outlay funds that the District will receive over the next five years.

Mr. Fink reported that even if the resolution, that follows on the agenda to purchase a new scoreboard, is approved all advertising must be sold before the scoreboard would be purchased. The quoted amount is for a standard scoreboard.

Motion carried 4-3, nays being Ms. Erkel, Mr. Rustad, and Ms. Van Denburgh.

#### *Award of Bid – 2012 Roofing Projects*

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

BE IT RESOLVED by the School Board of Independent School District No. 15 that the contract for the bid for the 2012 roof replacement project be awarded to John Dalsin & Sons, with the low combined bid of \$922,850.

Motion carried 5-2, nays being Mr. Rustad and Ms. Van Denburgh.

#### *Approval of Scoreboard Contract*

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

BE IT RESOLVED by the School Board of Independent School District No.15 that the contract with Aim Electronics to purchase a new Daktronics Deluxe Custom Football/Track/Soccer Scoreboard and sound system for \$94,900.00 be approved.

Motion carried 5-2, nays being Mr. Rustad and Ms. Van Denburgh.

#### *Approval of Athletic Conference Move*

Motion was made by Ms. Glover and second by Mr. Rustad.

BE IT RESOLVED by the School Board of Independent School District No.15 that ISD 15 St. Francis terminate our agreement with the North Suburban Conference after the 2012-2013 school year for all athletics and activities.

BE IT FURTHER RESOLVED by the School Board of Independent School District No. 15 that the District enter into an agreement with the Mississippi Eight Conference beginning with the 2013-2014 school year for all athletics and activities.

Motion carried 7-0.

#### *District Email Addresses Discussion*

Motion was made by Ms. Van Denburgh and second by Ms. Erkel to establish individual School Board email addresses. Discussion followed. Motion failed 3-4, nays being Mr. Anderson, Ms. Glover, Mr. Grams, and Ms. Kelly.

The meeting was adjourned at 9:39 p.m.

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Suzanne Erkel, School Board Clerk

**CERTIFICATION OF MINUTES RELATING TO  
CERTIFICATES OF PARTICIPATION, SERIES 2012A**

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 15  
(ST. FRANCIS), MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting, held Monday, March 26, 2012, at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT: David Anderson, Suzanne Erkel, Janet Glover, Harry Grams, Amy Kelly, Matt Rustad, and Marsha Van Denburgh

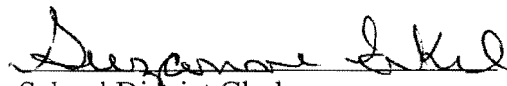
MEMBERS ABSENT: none

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION STATING THE INTENTION OF THE SCHOOL BOARD TO  
ENTER INTO A LEASE-PURCHASE FINANCING AND TO ISSUE  
CERTIFICATES OF PARTICIPATION, SERIES 2012A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer on March 26, 2012.

  
School District Clerk

**EXTRACT OF MINUTES OF A MEETING  
OF THE SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 15  
(ST.FRANCIS)  
STATE OF MINNESOTA**

HELD: MONDAY, March 26, 2012

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 15, State of Minnesota, was duly held on Monday, March 26, 2012, at 7:00 o'clock p.m.

Member Harry Grams introduced the following resolution and moved its adoption:

**RESOLUTION STATING THE INTENTION OF THE SCHOOL BOARD TO  
ENTER INTO A LEASE-PURCHASE FINANCING AND TO ISSUE  
CERTIFICATES OF PARTICIPATION, SERIES 2012A**

BE IT RESOLVED by the School Board of Independent School District No. 15, State of Minnesota, as follows:

1. The School Board hereby finds and declares that it is necessary and expedient for Independent School District No. 15 (the "District") to enter into a Lease-Purchase Agreement and a Trust Agreement, and to sell and issue its Certificates of Participation, Evidencing the Proportionate Interest of the Registered Owners thereof in Lease Payments to be made by Independent School District No. 15 (St. Francis) pursuant to a Lease-Purchase Agreement (the "Certificates") in the total aggregate principal amount of not to exceed \$1,085,000. The proceeds of the Certificates will provide funds for various improvements at the District's facilities including, but not limited to, roof replacement projects to existing District facilities.
2. Any actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the board to the Commissioner of Education for the Commissioner's Review and Comment, if necessary, are hereby ratified and approved in all respects. Any application for an exemption from that Review and Comment requirement pursuant to Minnesota Statutes, Section 123B.71, subdivision 8, is ratified and approved in all respects.

If a Review and Comment is required, the clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper of the school district at least twenty (20) days but not more than sixty (60) days before the solicitation of bids for an approved project.

2. The School Board desires to proceed with the sale of the Certificates by direct negotiation to Northland Securities, Inc. (herein, "NSI"). NSI will purchase the Bonds in an arm's-length commercial transaction with the District.
3. The Chair and Superintendent or Director of Business Services are hereby authorized to approve the sale of the Certificates in an aggregate principal amount of not to exceed \$1,085,000 and to execute a bond purchase agreement for the purchase of the Certificates with NSI, provided the True Interest Cost does not exceed 3.25%.
4. Upon approval of the sale of the Certificates by the Board Chair and the Superintendent or Director of Business Services, the School Board will take action at its next regularly scheduled meeting thereafter to adopt the necessary approving resolutions as prepared by the District's bond counsel.
5. NSI is authorized to prepare and distribute an Official Statement related to the sale of the Certificates.
6. If the Board Chair and the Superintendent or Director of Business Services have not approved the sale of the Certificates to NSI and executed the related bond purchase agreement by September 30, 2012, this resolution shall expire.

The motion for the adoption of the foregoing resolution was duly seconded by Member Janet Glover and upon vote being taken thereon, the following voted in favor thereof:

David Anderson, Janet Glover, Harry Grams, Amy Kelly

and the following voted against the same: Suzanne Erkel, Matt Rustad, Marsha Van Denburgh

Whereupon said resolution was declared duly passed and adopted.