

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
November 12, 2012  
Regular Meeting – 7:00 p.m.  
Central Services Center – Community Room  
4115 Ambassador Blvd.  
M I N U T E S

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 Associate Director of Business Services Scott Nelson, Director of Human Services Dave Lindberg, and community members.

Roll call was taken.

**Board Calendar Dates:** Regular meetings held at 7:00 p.m. at the Central Services Center, Special Meeting November 14, November 26, December 10, and January 14. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

**Happening Around the District – Youth Football**

Diane Guinn represented Community Education Rec Department. She challenged herself to build the department over the past 12 years. New opportunities are welcomed. Ms. Guinn highlighted the football program. Last summer over 400 students were registered. The 7<sup>th</sup> and 8<sup>th</sup> grade team was champions in their league this past year. Coach Chris Lindquist introduced some of the participants in the program and acknowledged the good things and support this gives to the children and community. A list was distributed which highlights offerings through the Rec Department. Mr. Saxton acknowledged Ms. Guinn and Coach Lindquist for their contributions to the program.

**ADEDK** - Kathy Greene, kindergarten teacher at Cedar Creek Community School, provided information and benefits that all day every kindergarten (ADEDK) has brought to the students. For the first time comprehension skills are provided to students. Students need repetition to process. Overall students are more fluent in reading, writing and math skills far earlier than before simply because of extra time that can be given for the extended lesson.

**Site Report – Lifelong Learning Center (LLC)**

Ms. Wallace and Mr. Finn provided an update of program offered at the Early Childhood Learning Center: ABE, Kids Connection, Head Start, Early Childhood Family Education (ECFE), Preschool Place 15/School Readiness, Early Childhood Special Education (ECSE), Kindergarten Support Services, ECSE home based services, ECFE Screening, Early Intervention, and Health Services. LLC was awarded the Four Star rating from Parent Aware. The rating system is designed to improve, support and celebrate the strengths of child care and early learning programs across Minnesota. A letter from a parent of a former LLC student was distributed to the School Board. The message in the letter acknowledged the entire team at the LLC and stressed the importance they were as a school and team to her children's academic start as well as their transition from babies to "people".

**Consideration of Visitors**

Maureen Ness addressed the School Board regarding which law was used in a letter to Mr. Gardner. She requested a copy of the Assistant Human Resources Director's job description.

**Agenda**

Motion was made by Mr. Anderson and second by Ms. Erkel.  
Motion carried, 7-0.

**Consent Agenda**

Motion was made to approve the revised Consent Agenda by Mr. Rustad and second by Ms. Glover.  
A. THAT the minutes of October 22, 2012, be approved as presented.

- B. THAT the 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:

NEW EMPLOYMENT									
Name	Position	Replacement for	Site	Position Status	Days/ Year	Hrs/ Day	Salary Level	Wage	Effective
Green, Anna	FDS-Helper/Server	Rosalina Eik	SFHS	CONT	173 prorated	2.25	A11/1	\$11.27	11/05/12
Leipzig, Catherine	EA-Special Education	Jennifer Engberg	EBCS	CONT	172 prorated	6.50	B22/3	\$13.21	10/22/12
Luniewski, Traci	School Social Worker	Scott Kruger	SFE	CONT	186 prorated	8.0	T2-BA	32,206.36	11/19/12
Thompson, Katie	Dispatcher	Mary Rohr	Trans	TEMP	46	8.0	A13/1	\$13.58	10/20/12
LEAVES OF ABSENCE									
			Expected Duration		Most recent assignment				
Name	Position	Location	From	To	Days/ Year	Hrs/ Day			
Close, Jen	Teacher-Art, Visual	SFHS	10/15/12	01/06/13	186.0	8.0			
Fishero, Jennica	Teacher-Kindergarten	SFE	01/10/213	02/25/13	186.0	8.0			
Hazelton, Dianna	Teacher-Math	SFHS	5/1/13	5/29/13	186.0	8.0			
Lindquist, Victor	Custodial/Maintenance	Maintenance	10/23/12	12/5/12	260.0	8.0			
Medenwaldt, Leah	EA-Special Education	CCCS	09/26/12 (Intermittent)	09/26/13	172.0	6.5			
Milner, Hillary	Preschool Instructor	LLC	12/18/12	1/30/13	190.0	3.5			
Norstrom, Jennifer	School Social Worker	SFMS	11/26/12	1/2/13	186.0	8.0			
Rolland, Steven	Bus Driver	Transportation	11/28/12	1/7/13	172.0	6.0			
Waters, Ryan	Custodian, 3 <sup>rd</sup> Shift	SFHS	11/5/12	11/18/12	260.0	8.0			
RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION									
Name	Position	Site	Reason	Effective	Last Work Day				
Albus, Marianne	Tchr Speech/Language Path	CCCS	Retirement	05/31/2013	05/31/2013				
Erickson, Lee	Tchr-Math	SFHS	Retirement	09/29/2013	09/29/2013				
Farder, Sandy	Tchr-Adult Basic Education	LLC	Retirement	06/20/2013	05/31/2013				
Hanson, Carol	Tchr-Language Arts	SFHS	Retirement	05/31/2013	05/31/2013				
Hennig, Diane	Tchr-2 <sup>nd</sup> Grade	EBCS	Retirement	06/01/2013	05/31/2013				
Pope, Penelope	School Social Worker	SFHS	Retirement	06/02/2013	05/31/2013				
Sturdevant, Beth	Educational Assistant-Special Education	EBCS	Resignation	09/27/2012	09/13/2012				
Sharp, Mary	Bus Driver	Trans	Resignation	08/29/2012	06/04/2012				

- 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:

FundNo.	Description	Amount
01	General	\$ 2,003,716.02
02	Food Service	\$ 182,467.37
04	Community Services	\$ 65,067.61
06	Construction	\$
07	Debt Redemption	\$
09	Trust and Agency	\$ 750.00
20	Internal Service	\$ 298,129.25
47	OPEB Debt Service	\$
TOTAL DISTRICT		\$ 2,550,130.25

- D. THAT the Agreement with East Bethel Ice Arena be approved as presented.  
BE IT RESOLVED BY THE School Board of Independent School District No. 15 that the lease agreements with the City of East Bethel for a total of 266.9 hours of ice time at the rate of \$185 per hour plus \$7500 for rental of locker rooms for the 2012-13 school year be approved as presented.
- E. THAT the MSHSL Foundation Grant Application be approved as presented.  
WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;  
WHEREAS, the District 15 School Board recognizes the value of students participation in extracurricular activities; and  
WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.  
THEREFORE, BE IT RESOLVED, that the ISD NO. # 15 School Board supports the District's application to the Minnesota State High School League Foundation for a **FORM A** grant to offset student activity fees.
- F. THAT the Extended Trip for Boys Hockey be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School Boys Hockey program for an extended trip, November 23-24, 2012 be approved as requested.
- G. THAT the Extended Trip for Girls Hockey be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School Girls Hockey program for an extended trip, November 23-24, 2012 be approved as requested.
- H. THAT the Extended Trip for Boys Hockey be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School Boys Hockey program for an extended trip, December 27-29, 2012 be approved as requested.
- I. 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):  
\$35.56, Wells Fargo Community Support Campaign, to CCCS at principal's discretion  
\$21.00, Wells Fargo Community Support Campaign, to CCCS at principal's discretion  
\$250.00, Dana Erickson, to CCCS for field trips for CCCS students  
\$62.24, SFE APT, to SFES for office supplies  
\$2,040.00, CCCS PTO, to CCCS for the Kindness Retreat  
\$6,750.00, St. Francis Grid Club, for coaching salaries and coach busses for Duluth trip  
\$374.50, SFHS Band Boosters, for Pep Band t-shirts  
\$870.00, SFHS Girls Tennis, to pay a portion of assistant girls tennis coaching salary

Motion carried, 7-0.

## Reports

*Student Report*

Not in attendance.

#### *Superintendent Report and Communications*

- District close to reaching enrollment projections for 2013-14.
- Reviewed webinar for surveillance cameras on school buses as possible control for issues on the bus.
- Attended a workshop of detailed online safety training.
- Attended the *Almost, Maine* play.
- The school closing/delay communication is updated and will be done through SchoolReach.
- Anoka Children Family Council meeting included grant and homeless children information.
- Attended the Veterans recognition breakfast. Representative John Kriesel Anoka County Benefits Coordinator was Master of Ceremonies.
- Denny Sullivan consultant for the District made observations, comparisons, and recommendations. As of November 1, there is a full cabinet. Movement of positions of four full Directors to two full Directors and four Assistant Directors which will be titled Associate Directors.
- Communications committee to meet.

#### *Dialogue*

Ms. Kelly reported that a teacher from the St. Francis Middle School concerns regarding gymnastics at the SFMS.

#### *School Board Member Reports*

Mr. Anderson attended work session with Minnesota School Boards Association (MSBA) and would like to see work sessions continue. Attended the Veteran's breakfast with his father and acknowledged those that have served this country. Mr. Anderson inquired when the preliminary audit report will be given, he also stated he would like to see the Board focus towards a positive fund balance. He requested an update on the NeoPath Clinic.

Ms. Glover attended the MSBA work session, felt it assisted in understanding, and would like to see sessions continue. Attended PTO meeting, Kindness Retreat was held, walk-a-thon successful, and reading night.

Ms. Erkel had nothing to report.

Mr. Grams attended the work session. He welcomed Mr. Nelson. He received phone calls about gymnastics at SFMS. Attended the first site council meeting at St. Francis Elementary School.

Mr. Rustad attended the informative MSBA work session. Attended the play *Almost, Maine*. He commented about committees he serves on that meet twice a year.

Ms. Kelly attended the MSBA work session and she looks forward to the next session and growing together as a Board.

Ms. Van Denburgh congratulated Kurt Daudt on his win and also election to the House as minority leader. Have received phone calls regarding the Office Professionals, and calls regarding the gymnasiums at SFMS.

Mr. Anderson requested an update to contract negotiations.

#### *Administrative Report*

Mr. Saxton reported that the School Board can shape another work session with MSBA tailored to our request.

#### **New Business**

##### *Proposed Revisions to School Board Policy – 200 Series*

Ms. Van Denburgh requested that changes to the policies be in different format. This is the first reading.

The meeting was adjourned at 8:26 p.m.

---

Suzanne Erkel, Clerk