

SCHOOL BOARD
 INDEPENDENT SCHOOL DISTRICT No. 15
 St. Francis, Minnesota
 June 24, 2013
 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 Chairperson Amy Kelly at 7:00 p.m. with the following members present: Directors David Anderson, Suzanne Erkel, Janet Glover, Harry Grams, David Roberts, Marsha Van Denburgh, and Superintendent Ed Saxton.

Others present were Associate Director of Business Services Scott Nelson, Assistant Director of Community Services Troy Ferguson, staff and community members.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services Center, July 8, August 12, August 26 and September 9. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Site Report – Health Services Annual Report

Health Service Coordinator Lillian Levine presented a summary of the department for the previous year. The department consists of six nurses and six assistants. Health services runs like a clinic, offering resources, assessments, health education, counseling and much more for students and staff.

Consideration of Visitors

Jennifer Manion, parent volunteer with Community Education’s Summer Children’s Theatre, introduced three students Jacob Mickelburg, Kaeli Meline, and Noelle Meyers from the Little Mermaid production, set for June 27-29. The students sang a number from the show.

Agenda

Motion was made by Mr. Anderson and second by Mr. Grams. Ms. Van Denburgh made a motion to rotate item D, Closed Session and item C, Approval of Contract under Other Matters; there was no second and no opposition to the rotation.

Motion carried, 7-0.

Consent Agenda

Motion was made to approve the revised Consent Agenda by Mr. Grams and second by Mr. Roberts. Ms. Van Denburgh requested that item F be considered separately.

- A. THAT the Minutes of June 10 be approved as presented.
- B. THAT the Personnel Items be approved as presented.

NEW EMPLOYMENT									
Name	Position	Replacement for	Site	Position Status	Days/Year	Hrs/Day	Salary Level	Wage	Effective
Heywood, Amanda	EA-Special Ed	NEW POSITION	CSVC	CONT	174.0	7.10	B22-2	\$12.61	08/28/13
Junker, Jordan	Tchr-World Language-Spanish	Jyl Dieckhaus	SFHS	CONT	186.0	8.0	T1-BA	\$39,120	08/28/13
Lorence, Tara	Tchr-Language Arts-LTS	Mark Thul	SFHS	TEMP	126.0	8.0	T1-BA	\$39,120 Prorated	08/28/13
Rasmussen, Amanda	Tchr-Special Education	Carline Sargent	SFMS	CONT	186.0	8.0	T2-MA	\$47,814	08/28/13

- 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 #	Description	Amount
01	General	\$ 935,489.92
02	Food Service	\$ 107,030.21
04	Community Services	\$ 28,623.86
06	Construction	\$ -
07	Debt Redemption	\$ -
09	Trust and Agency	\$ 163.50
20	Internal Service	\$ 484,722.07
47	OPEB Debt Service	\$ -
	TOTAL DISTRICT	\$ 1,556,029.56

- D. THAT the Milk and Bread Contracts be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the contract bid for milk for the 2013-14 school year with an option to renew for one additional year, the 2014-15 school year, be approved with Land O' Lakes Milk for milk and milk coolers. The contract is based on the escalator clause for fluid milk prices. The estimated cost based on projected usage for the 2013-14 school year is \$223,940.00.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the contract for the request for proposals for bread for the 2013-14 school year, with an option to renew for one additional year, the 2014-15 school year, be awarded to Pan-O-Gold with a cost proposal of \$30,000.00 for 2013-14.
- E. THAT the Property/Casualty/Workers Comp Insurance Renewal be approved as presented.
BE IT RESOLVED that the School Board of Independent School District No. 15 approve the 2013-2014 Property/Casualty/Liability/Worker's Compensation insurance program and premium in the amount of \$243,558 for P/C/I and \$521,023 for Work Comp. The P/C/I insurance carrier is Catlin Insurance Company, Inc. and Work Comp carrier is SFM Mutual Insurance Co.
- G. THAT the Health and Safety Preliminary Budget for FY13, FY14, and FY15 be approved as presented.
BE IT RESOLVED that the School Board of Independent School District No. 15 approve the preliminary budget for Health and Safety programs and projects, in order to qualify for funding, and adopt the budget for the fiscal years of 2013, 2014, and 2015.
- H. 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):
\$231.56, Jennifer Larson and Shannon Linson (Wells Fargo Community Support Campaign) to SFES to be used as needed for the 2013-2014 school year
\$137.35, SFES APT, bussing for 3th grade field trip to GracePoint Crossing Nursing Home
\$2,000.00, St. Francis Lions Club, two \$500 male and two \$500 female scholarships for 2013-2014 school year
\$100.00, Kottemann Orthodontics, P.L.L.C., to SFHS at principal's discretion
\$100.00, Alerus Financial Bank, to SFHS at principal's discretion
\$320.94, Wells Fargo Community Support Campaign, to SFHS at principal's discretion

Motion carried, 7-0.

Motion was made to approve item F by Mr. Anderson and second Ms. Glover.

- F. THAT Reading Well by Third Grade be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the Reading Well by Grade 3 Literacy Plan for 2013-14, upon review, is accepted.

Ms. Van Denburgh requested an amendment to the K-3 Literacy Plan page 9 and second by Ms. Erkel. Discussion followed.

Motion failed 2-5, nays being Mr. Anderson, Ms. Glover, Mr. Grams, Ms. Kelly and Mr. Roberts
 Motion carried for the Reading Well by Grade 3 Literacy Plan, 5-2, nays being Ms. Erkel and Ms. Van Denburgh.

Reports

Superintendent Report and Communications

- Explanation of a flow chart of who reports directly to the superintendent. The chart will be expanded to include names and titles.
- A concern was raised about the live streaming equipment. A few years ago a quote was obtained for video and audio equipment of about \$30,000. Ms. Erkel questioned if work session minutes should be published. Mr. Saxton reported that work sessions are posted however there is open discussion and no action takes place.

Dialogue

Mr. Grams and Ms. Glover heard the concerns of a resident regarding the safety of student crossings. District leaders will meet with the police chief on the topic.

School Board Member Reports

Mr. Roberts attended the June 15 breakfast at the Sandhill Center for the Arts where students and Lions Club members served senior citizens breakfast. He attended the School Board work session on June 17. He received calls about agenda items C and D.

Ms. Van Denburgh attended the work session. She has noted more employees now coming to the board to voice their concerns.

Mr. Anderson attended the work session and Oak Land Board meeting. He has received numerous calls and emails from staff.

Ms. Glover attended the work session.

Ms. Kelly attended the Oak Land Board meeting.

Administrative Report

Mr. Saxton presented a draft of negotiation team assignments.

Other Matters

A. Resolution for Levy Referendum

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

BE IT RESOLVED BY THE SCHOOL BOARD of Independent School District No. 15, State of Minnesota, as follows that:

The Board hereby declares its intent to hold a Referendum Revenue Authorization election in 2013 pursuant to Minnesota Statutes, Section 126C.17.

Motion carried, 6-1, nay being Ms. Erkel.

B. Approval of Budget 2013-2014

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

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the 2013-2014 Revenue and Expenditure Budget as presented.

INDEPENDENT SCHOOL DISTRICT 15

ALL FUNDS BUDGET SUMMARY

FOR THE YEAR ENDING JUNE 30, 2014

	REVENUES	EXPENDITURES
GENERAL FUND	\$ 47,211,820	\$ 46,770,619
FOOD SERVICE FUND	\$ 2,546,798	\$ 2,546,798
COMMUNITY SERVICE FUND	\$ 1,894,247	\$ 1,891,890
DEBT SERVICE FUND	\$ 6,115,355	\$ 6,081,431
TRUST FUND	\$ 510,000	\$ 910,000
INTERNAL SERVICE FUND	\$ 4,872,000	\$ 4,872,000

TOTAL ALL FUNDS

\$ 63,150,220

\$ 63,012,738

Motion carried, 7-0.

A recess was taken before moving into closed session at 8:22 p.m.

C. Closed session – Superintendent’s Annual Performance Evaluation

Closed Session: Motion by Mr. Anderson BE IT RESOLVED by the School Board of Independent School District No. 15 that the meeting move into closed session for the purpose of discussing the annual performance evaluation of the Superintendent Edward C. Saxton. Second by Ms. Glover. This meeting is closed pursuant to Minnesota Statute Sec. 13D.05 subd. 3 (a). Time: 8:32 p.m.

Motion carried, 7-0.

Resume Open Meeting: Motion by Ms. Glover that the open meeting be resumed, second by Mr. Grams. Time: 9:49 p.m.

Motion carried, 7-0.

The School Board met in closed session to discuss the superintendent performance survey for the 2012-2013 school year. The survey, which was completed by the School Board, indicated that Mr. Saxton, in all areas, either met expectations or was ranked as very good performance in his duties as Superintendent.

D. THAT the Approval of the Superintendent’s Contract be approved as presented.

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

BE IT RESOLVED by the School Board of Independent School District No. 15 that the District enter into a Superintendent Contract with Edward C. Saxton for the purpose of establishing the terms of continued employment as Superintendent of Schools for three years commencing of July 1, 2013 through June 30, 2016.

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

The regular meeting was adjourned at 10:28 p.m.

David L. Anderson, School Board Clerk