

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
December 12, 2011
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 Kelly at 7:00 p.m. with the following members present: Directors Anderson, H. Grams, S. Grams, Haag, Van Denburgh, Vogel, and Superintendent Saxton.

Others present were Director of Business Services Mae Hawkins, Director of Human Resources David Lindberg, Director of Community Services Tom Larson, student representatives Nate Lipinski and Mercedes Johnson, and community members.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at the Central Services Center, January 9, January 23, February 13, February 27. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Site Report – East Bethel Community School

Principal Angie Scardigli introduced 4th grade teacher Lillian DeRung. An Animota video was presented of programs and events happening at East Bethel Community School. Ms. Scardigli reviewed the MCA test scores showing grades 3, 4, and 5 achieving higher results than the state average in Math and Reading. Data from the last six years was presented showing year after year improvement in all grades. School Board members participated in iPad instructional games that students use in class: one in language arts and one in math.

MMKR Report on Audited Financial Statements for 2010-11

Partner Aaron Nielsen reviewed the Management Report, which is a summary of the information contained in the audit report. The district received an unqualified opinion on the audited financial statements, and there were no material weaknesses identified on matters involving the internal controls over compliance or instances of noncompliance in the testing of Districts compliance with Minnesota laws and regulations. In the Student Activity Fund there is one finding. He reported on the follow up of prior year findings and that all prior year findings have been resolved. He reviewed selected information in the management report including, Governmental funds revenues and expenditures per students (ADM) served, information on the General Fund, and other funds of the District.

Truth in Taxation Hearing

Ms. Hawkins reviewed the requirements of the hearing which are: discussion on the proposed levy for taxes payable in 2012, overview of the current budget, and time allowed for public to comment and ask questions. Ms. Hawkins also reviewed the general fund for 2010-11 audited financial information, general fund 2011-12 budgeted revenues by source and expenditures by program, ISD 15 finance facts, factors that impact tax change, and the availability of property tax refunds. The information in this report will be posted to the website.

Consideration of Visitors

Community member and former School Board Chair Troy Ferguson acknowledged the commitment of School Board members and their continued efforts to improving the educational experience for students of ISD No. 15. He provided special thanks to Director Sandy Grams for the twelve years served on the School Board.

Superintendent Saxton presented honorary plaques to the School Board members leaving office: Sandy Grams, Joseph Haag, and Mark Vogel.

Agenda

Motion was made by Mr. Anderson and seconded by Mr. Vogel.
Motion carried.

Consent Agenda

Motion was made to approve the revised Consent Agenda by Mr. Haag and seconded by Ms. Grams. Mr. Vogel requested that items H and K, and Ms. Van Denburgh requested that items G, J, L and M be considered separately.

- A. THAT the minutes of November 28, 2011 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

STORKAMP, LORA, Social Worker, CCCS, MA 1, 8.0 hrs./day, prorated, effective 12.12.11.

NON-CLASSIFIED

BORST, JILL, Nutrition Manager, EBCS, Step 1, 8.0 hrs./day, prorated, effective 12.12.11.

FERGUSON, CY, Educational Assistant, SFE, 6.5 hrs./day, 170 days prorated effective 12.9.11.

GUINN, DEON, Snow Plowing Position, Transportation, hourly rate effective 11.20.11

LEAVES OF ABSENCE:

CLASSIFIED

HELLE, JAYMIE, Counselor, SFHS, Parental LOA effective 5.26.11.

NORTON, TRACEY, Teacher, SFHS, Parental LOA effective 4.7.11.

SMITH, JENNIFER, Early Childhood Teacher, LLC, Parental LOA effective 2.21.12.

BAILEY, DANIELLE, Early Childhood Teacher, LLC, Parental LOA effective 4.18.12.

RESIGNATIONS/TERMINATIONS/DISCONTINUANCE OF POSITION:

CLASSIFIED

FIEDELMAN, IRA, Social Worker, CCCS, Retirement effective 11.30.11.

NON-CLASSIFIED

GUSE-BROWN, ELISA, Educational Assistant, SFMS, Resignation effective 12.22.11

- 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	\$ 1,016,760.85
02	Food Service	\$ 161,187.86
04	Community Services	\$ 43,487.19
06	Construction	\$ -
07	Debt Redemption	\$ -
09	Trust and Agency	\$ 1,100.00
47	OPEB Debt Service	\$ -
	TOTAL DISTRICT	\$ 1,222,535.90

All checks processed between 11/29/11 and 12/09/11, P-Card purchases for 11/11, Payroll liabilities for 12/05/11, and all accounts payable items processed between 11/29/11 and 12/12/11

- D. THAT Cash and Investments be approved as presented.
- BE IT RESOLVED by the School Board of Independent School District No. 15 that the cash and investment reports for October 2011 be approved as presented.
- E. THAT the Extended Travel – Knowledge Bowl be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Knowledge Bowl extended trip to in Hibbing, MN for the Knowledge Bowl Invitational Meet on January 13-14, 2012 be approved as requested.

F. THAT the 2010-11 Audited 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 2010-11 be approved.

I. THAT the Approval of Contract – Mechanics be approved as presented.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment with the Mechanics represented by IUOE Local #49 be approved as presented for the 2011-2013 school years.

N. 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):

\$175.00, Ken Sailor, at the discretion of Early Childhood

\$150.00, Wells Fargo Foundation Educational Matching Gift, at the discretion of Early Childhood

\$97.20, SFE APT, nurse for three activity nights for 2011-12 school year

\$146.00, SFE APT, to purchase recorders for 20 students who are not able to afford one

Motion carried.

G. THAT the 2011-12 Budget Adjustments be approved as presented.

Motion was made by Ms. Grams and seconded by Mr. Grams. Ms. Van Denburgh questioned assigned for underspending. Ms. Hawkins provided explanation.

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	\$ 47,865,977
	Expenditures	\$ 48,192,270
Fund 02, Nutrition Services	Revenues	\$ 2,550,951
	Expenditures	\$ 2,575,766
Fund 04, Community Education	Revenues	\$ 1,943,130
	Expenditures	\$ 1,916,309
Fund 06, Capital Projects	Revenues	\$ 0
	Expenditures	\$ 164,211
Fund 09, Trust Fund	Revenues	\$ 448,607
	Expenditures	\$ 448,338
Fund 45, OPEB Trust Fund	Revenues	\$ 95,000
	Expenditures	\$ 492,802

Fund 07 Debt Service and Fund 47-OPEB Debt Service Fund have no budget adjustments to be approved at this time. These budgets remain the amounts below:

Fund 07, Debt Services	Revenues	\$ 5,623,562
	Expenditures	\$ 5,779,731
Fund 47, OPEB Debt Service	Revenues	\$ 311,173
	Expenditures	\$ 296,855

Motion carried with one nay Ms. Van Denburgh.

H. THAT the Approval of Contract - Teachers be approved as presented.

Motion made by Mr. Vogel and seconded by Ms. Grams. Mr. Vogel recognized Mr. Lindberg for the updates and information sent to School Board members regarding negotiations.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the terms and conditions of employment with the Teachers represented by Education Minnesota St. Francis be approved as presented for the 2011-2012 and 2012-2013 school years.

Motion carried.

J. THAT the Approval of Contract – Custodians, Maintenance and Laundry Workers be approved as presented.

Motion was made by Ms. Grams and seconded by Mr. Anderson. Ms. Van Denburgh acknowledged the

negotiating team for ratifying the contract so quickly.

BE IT RESOLVED by the School Board of Independent School District 15 that the terms and conditions of employment with Service Employees International Union Local 284 be approved as presented for the 2011-2012 and the 2012-2013 school years.

Motion carried.

K. THAT the Approval of Contract – NeoPath be approved as presented.

Motion was made by Mr. Grams and seconded by Mr. Haag. Mr. Vogel inquired if the contract was reviewed by District Counsel. Mr. Saxton reported that District Counsel had not; however, Mr. Lindberg reviewed and was confident that any questions and changes requested of NeoPath were answered and clarified.

BE IT RESOLVED that the School Board of Independent School District No.15 enter into a contract for one (1) day of physician service with NeoPath Health December 12, 2011. The Superintendent shall have the authority to authorize an additional one (1) day, for a total of two (2) physician service days. The Superintendent shall sign a revised contract indicating two (2) physician days at a time deemed necessary.

L. THAT the Approval of Contract – Health Insurance be approved as presented.

Motion was made by Ms. Grams and seconded by Mr. Grams. Ms. Van Denburgh stated she hopes that the constituents of the District understand that this change in self-insurance is not forging ahead in unknown territory, and that it has been well documented.

BE IT RESOLVED that the School Board of Independent School District No.15 engage Health Partner as the ISD 15 self-insurance third party administrator and stop-loss insurance provider, effective January 1, 2012. The School Board authorizes Superintendent Saxton signature authority over the fully articulated Health Partners agreement.

Motion carried.

M. THAT the Approval of Initiative – Schedule of Benefits be approved as presented.

Motion was made by Mr. Grams and seconded by Ms. Grams. Ms. Van Denburgh inquired about approval of initiative versus approval of contract. Mr. Lindberg explained the intent is not to lock into a policy and allows the ability to add more employees before bringing the schedule to the School Board.

BE IT RESOLVED that the School Board of Independent School District No.15 authorize the creation of a Schedule of Benefits to enumerate the salary and fringe benefits of employees not included in a bargaining unit. The HR Director, in consultation with the Superintendent and Cabinet shall design a system and process for grouping positions together in an effort to simplify benefits administration. The Schedule of benefits shall be effective 01/01/2012. The School Board shall review the effectiveness and design of the system in June of 2012.

Motion carried.

Reports

Student Report

Nate Lipinski and Mercedes Johnson provided the student report. A copy of The Crier will be delivered a day late. Gifts from the St. Francis Legion were acknowledged. There was a modified lockdown on December 9.

Superintendent Report and Communications

- Mr. Saxton provided an update regarding the modified lockdown. More information will be available when the investigation is complete.
- Interviews were held on December 9 for Teacher Academy positions.
- TIES Technology Conference is taking place December 10-13. Technology Program Supervisor Corey Tramm taught a class at the conference. Teachers Scott Schmidt and Tyrone Schmidt of ISD No. 15 will be recognized and receive a Technology award.
- On table top is a list to consider for Committee Assignments in 2012.
- Communications committee will meet after the Board meeting.

Dialogue Session

Ms. Grams reported that members of an employee group attended to express concerns regarding negotiations. Discussion included whether or not to hold a closed session. Mr. Lindberg will provide an update to School Board members after two employee groups meet for a negotiation session on December 14.

School Board Member Reports

Mr. Anderson attended Oak Land Cooperative meeting and interviews for Teacher Academy. Thank you to the outgoing and congratulations to the newly elected School Board members.

Ms. Van Denburgh acknowledged outgoing Board members and new Board members. Received constituent calls with concern about a mid-week, no-school day on the proposed school calendar. She received calls concerning the modified lockdown.

Mr. Haag thanked Cabinet members, Mr. Vogel and Ms. Grams for their support during his term on the School Board.

Ms. Grams expressed gratitude and the honor it was to serve the students, and congratulated the new board members.

Mr. Vogel attended Crossroad's Award Program. He inquired if District policies have been reviewed regarding procedures/precautions in the science classroom. He thanked everyone for support to the School Board.

Mr. Grams participated in Teacher Academy interviews, attended the SMC meeting at SFE, and Technology committee meeting. He acknowledged Mr. Haag, Mr. Vogel and Ms. Grams for years of service. Mr. Grams will volunteer as the Grinch at the Lions Club Bingo night. Funds raised are used for community projects throughout the year.

Ms. Kelly attended the Oak Land Cooperative meeting. She will participate in Teacher Academy interviews. She acknowledged the outgoing Board members.

Other Matters

Final Payable 2012 Levy

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

BE IT RESOLVED by the School Board of Independent School District No. 15 that the final 2011 payable 2012 property tax levy be certified as follows:

Category	Amount
General RMV Voter Approved	\$ 1,821,523.96
General RMV Other	578,387.61
General NTC Other	2,111,555.82
TOTAL GENERAL FUND	<u>\$4,511,467.39</u>
COMMUNITY SERVICE	<u>\$349,966.46</u>
Debt Service – Voter Approved	\$4,904,121.05
Debt Service – Other	935,691.76
Debt Service – OPEB	314,376.00
TOTAL ALL DEBT SERVICE FUNDS	<u>\$6,154,188.81</u>
TOTAL ALL FUNDS	<u>\$11,015,622.66</u>
TOTAL NET CERTIFIED LEVY	\$11,015,622.66

Motion carried.

The meeting was adjourned at 9:07 p.m.

School Board Clerk