

SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT No. 15  
St. Francis, Minnesota  
June 13, 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 7:03 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 Community Services Tom Larson, and community members.

**Board Calendar Dates:** Regular meetings held at 7:00 p.m. at the Central Services Center, June 27, July 11, August 8, and August 22. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

**Transportation – Year in Review**

Mr. Krause, Program Supervisor of Transportation, provided the year in review which included the number of routes, and regular and special education routes. The fleet consists of 62 buses, nine vans for special needs students, six cars, of which three are used for driver’s education. One bus runs on propane which was flawless in starting. The Safety Coordinator and one Office Professional resigned at the end of the year and the process has begun for filling these positions. On July 13-14 the Department of Transportation will be in the District for state inspection. Maintenance has been completed at Collision 2000 this past year. The District head mechanic reviews the issues that need maintenance with vendors. The process and quality of work has been good and will increase the value the District gets for trade-in. Mr. Vogel inquired about the consideration and benefits if there was a contract for services. Mr. Krause replied that contracts are always a possibility; however, there would be a lot of standards to set up and to determine if vendors are willing to bid on the work, when the work is not constant.

**Consideration of Visitors**

Mr. DesJarlais addressed the School Board on behalf of the native community, to introduce who they are, and to show support for the American Indian Education (AIE) program. It is important for native students to receive what the District mission states, *District 15 will provide a quality educational system for all, one that supports and prepares students to succeed.* The native community wishes to come together at the table, to resolve issues at hand, and to encourage student success. Mr. Gardner addressed the School Board regarding the May 23, School Board meeting. He encouraged the community to come together. Mr. Starr spoke in opposition to pulling books off the shelves in school media centers. He questions the removing of history books. He commented history is a learning tool and we must be considerate to all cultures.

**Agenda**

Motion was made by Ms. Grams and seconded by Mr. Haag. Ms. Kelly amended the agenda to add Students Reports item A. under reports.

Motion carried.

**Consent Agenda**

Motion was made to approve the revised Consent Agenda by Mr. Anderson and seconded by Mr. Grams. Mr. Vogel requested that items B & D and Ms. Van Denburgh requested item G be considered separately.

- A. THAT the minutes of May 23, 2011 be approved as presented.
- 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, excluding net payroll and payroll liabilities for federal and state taxes, VEBA and retirement payments, be allowed and charged to funds as follows:**

**Fund**

No.	Description	Amount
01	General	\$882,544.29
02	Food Service	142,155.19
04	Community Services	30,667.18
06	Construction	90,132.20
07	Debt Redemption	
09	Trust and Agency	745.59
47	OPEB Debt Service	
<b>TOTAL DISTRICT</b>		<b>\$1,146,244.45</b>

The amounts above include checks processed between 5/24/11 to 6/10/11 and all accounts payable items processed between 5/24/11 and 06/13/11

- E. THAT the ISD No. 15 and City of Bethel Lease Agreement be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No.15 that the lease agreement between ISD No. 15 (lessor) and the City of Bethel (lessee) for 374 square feet of the Sandhill Center for the Arts and access to adjacent classroom and meeting rooms for up to three times at the rate of \$9.00 per square foot for the twenty four months starting July 1, 2011 be approved.
- F. THAT Approval of 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):  
\$3,166.22, SFE APT, to replace the bridge on the playground  
\$227.70, SFE APT, Young Authors conference transportation  
\$617.05, SFE APT, transportation for 2nd grade field trip to the Children's Theatre Company  
\$232.05, SFE APT, transportation for 1st grade field trip to Lyric Arts Center  
\$367.25, SFE APT, 3<sup>rd</sup> grade field trip to Children's Theatre Company  
\$315.58, SFE APT, Field Day t-shirts for staff  
\$190.30, EBCS PTO, transportation cost for 1<sup>st</sup> grade field trip to Lyric Theatre  
\$70.00, Wells Fargo Community Support, to EBCS at principal's discretion  
\$5,000.00, CCCS PTO, Tandberg camera field trips for entire building  
\$19.39, Wells Fargo Community Support Program, to SFHS at principal's discretion  
\$700.00, Conference of Women in Real Estate, 2011 student scholarship  
\$250.00, Cynthia Jones and Family, John T. Jones Memorial Scholarship for student going into 1) animal sciences or 2) agricultural/horticulture or 3) criminal justice  
\$1,000.00, Owners of A-1 Engineering, two \$500 scholarships, one male, one female, for vocational trades, to be given after 1<sup>st</sup> semester or quarter is completed  
\$739.40, EBCS PTO, for transportation costs for 3<sup>rd</sup> grade trip

Motion carried.

- B. THAT Personnel Items be approved as presented.  
Motion was made by Mr. Haag and seconded by Mr. Grams. Mr. Vogel voiced concern about adding the position of testing, data and Adequate Yearly Progress, in regards to costs and the contract. The position salary is paid from three funding sources.  
BE IT RESOLVED by the School Board of Independent School District No.15 that the Personnel actions as listed below be approved:

**EMPLOYMENT:**

CLASSIFIED

**BRUJHELL, JOE**, Summer School General Education Teacher, Summer School, CSVC, BA, 4. hrs., 14.0 days effective 7.7.11.  
**HANSON, BECKY**, Summer School General Education Teacher, Summer School, CSVC, MA, 4. hrs. 14.0 days effective 7.7.11  
**JOHNSON, PAM**, ESY Special Education Teacher, CSVC, MA, 4.0 hrs., 14.0 days effective 7.7.11.  
**KEILLOR, RANDALL**, S.P.I.P Coordinator, All locations, Contract extension, 128.0 days effective 7.1.11.  
**KELLY, JILL**, Assistant Principal; Testing, Data, Adequate Yearly Progress, District Wide, Per Principal Contract effective 7.1.11.  
**LINTON, GRETA**, Summer School General Education Teacher, Summer School, CSVC, MA, 4. hrs. 14.0 days effective 7.7.11  
**MONTAGUE, CAREE**, ESY Special Education Teacher, CSVC, BA, 4.0 hrs., 14.0 days effective 7.7.11.  
**MURRAY ROXANNE**, Summer School General Education Teacher, Summer School, CSVC, MA, 4. hrs.14.0 days effective 7.7.11  
**NESS, AMANDA**, Summer School General Education Teacher, Summer School, CSVC, BA, 4. Hrs, 14.0 days effective 7.7.11  
**O'CONNELL, TIMOTHY**, ESY Special Education Teacher, CSVC, MA, 4.0 hrs., 14.0 days effective 7.7.11.  
**SCHMID, ANGELA**, ESY Special Education Teacher, CSVC, BA, 4.0 hrs., 14.0 days effective 7.7.11.  
**TANNER, MATTHEW**, Summer School General Education Teacher, Summer School, CSVC, BA, 4. hrs, 14.0 days effective 7.7.11  
**REINHARDT, MARILYN**, Nutrition Manger, Step 2, SFE, 8.0 hrs./day, 176.0 days effective 8.29.11.

NON-CLASSIFIED

**BUHMAN, JOAN**, Cook, Nutrition, SFHS, Step 2, 7.5 hrs./day, 174.0 days effective 8.30.11.  
**BURIANEK, JEANETTE**, Flagline Instructor, SFHS, 3.0 hrs./day, 54.0 days effective 5.2.11.  
**BUZZELL, KAYLA**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**DE LOS RIOS, JORGE**, Head Boys Soccer Coach, SFHS, Step 2, 3.0 hrs./day, 60.0 days effective 8.15.11.  
**FOGELSON, JANICE**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**HOHN, SHARON**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**INGALLS, PATRICIA**, Custodian, SFHS, Step 3, 8.0 hrs./day, 261 days effective 6.8.11.  
**KELLEY, ROSS**, Safety Coordinator, Transportation, Step 4, 8.0 hrs./day, 261.0 days effective 7.1.11.  
**LUNDEEN, DIANE**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**MILLER, JUDIE**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**VOSS, JANICE**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**WILLIAMS, ANITA**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.  
**WITTE, SHERRIE**, ESY Summer School Educational Assistant, CSVC, Hourly rate, 4.0 hrs., 12.0 days effective 7.7.11.

**LEAVES OF ABSENCE:**

CLASSIFIED

**DENNING, MELISSA**, Teacher, ECFE, Return from Parental LOA effective 07.1.11.

NON-CLASSIFIED

**HOEFER, NATHAN**, Bus Driver, Transportation, Return from Military LOA effective 5.31.11.  
**JOHNSON, MELANIE**, Helper/Server, SFE, Parental LOA effective 8.31.11.

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

CLASSIFIED

**HOLKER, DANIEL**, Teacher, SFHS, Resignation effective 8.31.11.  
**WEST, KIRSTEN**, Long Term Substitute, LLC, Conclusion of Long Term Position, 6.2.11.

NON-CLASSIFIED

**DOBISCH, MICHELLE**, Kids Connection Instructor, LLC, Resignation effective 6.28.11.

**MUELLER, LISA**, Office Professional, CSVC, Resignation effective 6.29.11.

**PAUL, WILLIAM**, Bus Driver, Transportation, retirement effective 6.8.11.

Motion carried with two nays Ms. Van Denburgh and Mr. Vogel, 5-2.

D. THAT the Mastery Manager Software Subscription Agreement be approved as presented.

Motion was made by Mr. Grams and seconded by Mr. Haag. Mr. Vogel requested clarification of the software and if this is a renewal or new contract, and cost. The software ran as a pilot this past year and supports the District's common assessments. The cost is \$4.45 per student.

BE IT RESOLVED by the School Board of Independent School District No.15 that the three year software subscription for Mastery Manager Software from Goldstar Learning, Inc. be approved.

Motion carried.

G. THAT the Budget Set Aside be approved as presented.

Motion was made by Mr. Anderson and seconded by Ms. Van Denburgh. Ms. Van Denburgh inquired if the set aside dollars are for ten students. Mr. Saxton responded yes, for ten students.

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Superintendent proposal to set aside \$2490 of the 2011-12 curriculum budget for American Indian Education Program be approved.

Motion carried.

## **Reports**

### *Student Report*

Ms. Kelly welcomed student representative Maixee Vang. End of year updates – Many students received awards for their performance in *Into the Woods*. SFHS students Zoey Olson and Geordin Crist performed on the Orpheum stage at the Spotlight Awards, sponsored by the Hennepin Theater Trust. The boys relay team qualified for the finals in Track and Field, sophomore Maggie Ewen took first place in discus and shot put, and graduated student Adam Zutz placed third in the 3200 meter run. The baseball team competed in the section championship.

### *Superintendent Communications and Report*

- Mr. Saxton reported the draft letter to Ms. Hermodson and communications emailed were on table top. Let Mr. Saxton know if there are any questions.
- Mr. Saxton attended Apple webinar workshops.
- The Communications committee (Mr. Tramm, Ms. Miller, Mr. Larson and Mr. Saxton) met to discuss the *finalsite* website and the avenues to communicate.
- Completed final PRT meetings.
- Attended the Scholarship Awards evening; great students at all levels.
- HR Director –Two finalists will interview for the second time on June 15.
- Mr. Saxton will be at the ISTE Conference on June 27, so will not be at the School Board meeting.
- The American Indian Education subcommittee of the School Board met.
- Mr. Saxton acknowledged the entire School Board for attending graduation.
- Mr. Saxton will be out of the District June 16 and 17.

### *Dialogue Session*

Mr. Anderson reported that three community members attended. One community member expressed concern regarding dialogue that took place at the last two School Board meetings. A parent addressed her student's IEP, which will be referred to Mr. Saxton. A concern was raised regarding the dates of meetings referenced in the draft letter to Ms. Hermodson.

### *School Board Member Reports*

Mr. Anderson attended the Middle School SMC meeting. He participated in interviews for the social studies curriculum specialist. He attended the AIE subcommittee meeting, the Oak Land graduation ceremony, the St. Francis High School graduation, and the Joint Standing Committee meeting.

Ms. Van Denburgh attended the AIE subcommittee meeting and graduation.

Mr. Haag spoke to Mr. Anderson of Collision 2000, who wanted to express his position in providing maintenance to District buses. Mr. Haag received a phone call regarding AIE initiative and attended graduation.

Ms. Grams attended graduation and welcomed Maixee Vang, the new student representative on the School Board.

Ms. Grams acknowledged the Native American community members who attended.

Mr. Vogel expressed interest that contracts be considered in the maintaining of buses. He inquired about the email to the School Board regarding flex accounts. He referred to the election dates for the fall. He requested a general explanation of what happens if the state shuts down. Ms. Hawkins responded that there are multiple scenarios. Mr. Grams attended Scholarship Awards ceremony, graduation, and the Joint Standing Committee. He participated on the interview committee for the HR Director. Mr. Grams would be cautious in establishing contracts for the maintenance of buses. The AIE subcommittee met. Mr. Grams agrees with Mr. DesJarlais when the parent committee and the District meet that working towards resolution is all about the students. Ms. Van Denburgh mentioned that she is not supportive of the draft response, and that Mr. Sargent has additional meeting dates that he would like included. Ms. Van Denburgh reported that the AIE Parent Committee would like to meet again with the District subcommittee. Mr. Anderson also agrees it is important that the two committees do reconvene. Mr. Vogel mentioned that overall statements from Mr. Starr need to be considered. Ms. Kelly acknowledged the 2011 graduating seniors.

### **Administrative Report**

#### *Q Comp Annual Report*

Mr. Keillor reported that the Teacher Academy program has been in existence for 10 years. When the state adopted the alternative teacher professional pay scale in the Q Comp legislation, the District applied. One proposal asks the state to accept a change in the Career Ladder system, a restructure as reduction in expenditure. The report will be submitted by June 30.

#### *Professional Standards Committee Report*

Mr. Keillor provided a summary of the report this first year of the pilot. The professional standards enumerate three categories of standards for licensed professional employees of the District. Mr. Keillor stressed the importance of the School Board holding instructors and administrators accountable for the highest professional standards.

### **Old Business**

#### *Approval of Revised Policies 306.1 and 589 – Acceptable Use Policy*

Motion was made by Mr. Grams and seconded by Mr. Vogel.

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt revised policies 306.1/589 as recommended.

Motion carried.

#### *Approval of Revised Policies 390 and 590 – Electronic Communications*

Motion was made by Mr. Anderson and seconded by Mr. Haag.

BE IT RESOLVED that the School Board of Independent School District No. 15 adopt the revised policy 390/590 Electronic Communications.

BE IT FURTHER RESOLVED that the School Board of Independent School District No. 15 deletes policy 591 - Electronic Mail.

Motion carried.

### **New Business**

#### *Approval of Revised Policy 533 – Wellness*

Ms. Kelly reported that the revised policy is a first reading and School Board members should forward questions to Mr. Saxton.

There is School Board consensus to move forward with the Professional Standards Pilot.

### **Other Matters**

A short recess was taken before the closed session began at 9:05 p.m.

#### *Closed Session – Superintendent's Annual Performance Evaluation*

Time: 9:12 p.m.

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 Mr. Haag. This meeting is closed pursuant to Minnesota Statute Sec. 13D.05 subd. 3 (a)

Time: 10:02 p.m. Resume Open Meeting: Motion by Ms. Grams that the open meeting be resumed, second by Mr. Grams. Motion carried.

A statement regarding the content of what was discussed in the closed session will be heard at the next open meeting, June 27, 2011.

The meeting was adjourned at 10:02 p.m. \_\_\_\_\_

Joseph D. Haag, School Board Clerk