

SCHOOL BOARD  
 INDEPENDENT SCHOOL DISTRICT No. 15  
 St. Francis, Minnesota  
 November 14, 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 Special Services Jacque Stein, 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, November 28, December 12, January 9, January 23. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

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

Program Supervisors Nancy Wallace and Tim Finn presented an overview of all programs. Programs included: Adult Basic Education, Kids Connection, Head Start, Preschool Place 15/School Readiness, Early Childhood Special Education, Early Childhood Family Education, and Early Childhood Screening. Features and options that are offered: transportation, nutritious snacks, researched-based curriculum, parent involvement/education, support services depending upon need, and health/nursing services. Kindergarten support and Early Childhood Special Education home-based services are also offered. Early Childhood Screening is required in Minnesota and often the first entry of a student to the school district. Early Childhood Family Education continues to thrive.

**Madrigal Performance**

Principal Paul Neubauer reviewed choir program numbers that have increased from last year: concert choir went from 69 to 86 students, 9<sup>th</sup> grade choir from 50 to 113, mixed choir from 49 to 62, and Bel Canto from 33 to 43. Additionally, a show choir was added. Mr. Neubauer introduced choir instructors Mr. Warren and Ms. Larson and the Madrigal Choir who performed for the School Board.

**Consideration of Visitors**

None

**Agenda**

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

**Consent Agenda**

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

- A. THAT the minutes of October 24, 2011 be approved as presented.
- C. THAT Disbursements be approved as presented.

<b>SCHOOL BOARD</b>		<b>DATE: 11/14/2011</b>
<b>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:</b>		
<b>Fund No.</b>	<b>Description</b>	<b>Amount</b>
01	General	\$ 2,160,589.66

02	Food Service	\$	176,865.76
04	Community Services	\$	53,418.47
06	Construction	\$	89,508.65
07	Debt Redemption	\$	-
09	Trust and Agency	\$	1,340.00
47	OPEB Debt Service	\$	-
	<b>TOTAL DISTRICT</b>	<b>\$</b>	<b><u>2,481,722.54</u></b>

All checks processed between 10/25/11 and 1/10/11,  
 Payroll liabilities for 10/20/11 and 11/05/11  
 and all Accounts payable items processed between 10/25/11 and 11/14/11

- D. THAT Approval of Extended Travel – Student Council be approved as presented.
- E. THAT Approval of Extended Travel – Wrestling be approved as presented
- F. THAT Approval of Extended Travel – Girls Hockey be approved as presented
- G. THAT Approval of Extended Travel – Boys Hockey be approved as presented
- H. THAT Approval of Extended Travel – Boys Hockey be approved as presented
- 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):  
 \$163.20, SFES APT, for K+ Field Trip to Berry Hill Farm  
 \$200.00, Deluxe Corporation, to CCCS to be used at principal’s discretion  
 \$3,082.54 (in kind), David Lindberg, office furniture purchased for Director of Human Resources office  
 \$100.50, EBCS PTO, for student recognition merchandise at EBCS  
 \$161.56, Jennifer Larson & Wells Fargo Community Support Campaign, to SFMS at principal’s discretion  
 \$21.00, Wells Fargo, to CCCS at principal’s discretion  
 \$43.05, Wells Fargo, to CCCS at principal’s discretion  
 \$32.34, Wells Fargo, to CCCS at principal’s discretion  
 \$500.00, Deluxe Corporation, to CCCS at principal’s discretion  
 \$265.00, CCCS PTO, 3<sup>rd</sup> grade Wargo – visit to CCCS  
 \$3,690.00, CCCS PTO, to CCCS for Kindness Retreat for 4<sup>th</sup> grade  
 \$919.00, EBCS PTO, to EBCS for 2<sup>nd</sup> grade fieldtrip to The Children’s Theatre on 12/15  
 \$16.62, Wells Fargo Foundation Ed Matching Gift, to SFHS at principal’s discretion  
 \$60.00, Wells Fargo/Jesse Kohler, to EBCS at principal’s discretion  
 \$70.00, Wells Fargo/Jesse Kohler, to EBCS at principal’s discretion  
 \$97.24, Wells Fargo/Kiersten Berg & Jennifer Olson, to EBCS at principal’s discretion  
 \$20,886.84, St. Francis HS Choir Boosters, for purchase of 117 robes for SFHS Concert Choir from Collegiate Apparel
- J. THAT the Request for No Change in Fiscal Disparities Program be approved as presented.  
 WHEREAS, the State of Minnesota adopted Minnesota Statute Section 473F – a system designed to share tax resources in the metropolitan area known as fiscal disparities; and

WHEREAS, the idea of tax base sharing is to narrow the gap between communities with a strong and growing commercial-industrial tax base and communities with small or stagnated commercial-industrial tax base. To lessen the difference between these “haves” and ”have-nots,” the law requires that 40 percent of new commercial-industrial tax base be put back into the metropolitan pool and apportioned back to communities according to their population and overall tax base; and,

WHEREAS, tax base sharing makes sense because communities in the Twin Cities area are interdependent parts of a single economic entity. One city might provide a family with to place to live, another a place to work, another a place to attend school, another a place to shop, another a place to generate electricity to light their home, and another location to handle waste products; and,

WHEREAS, the Minnesota fiscal disparities tax sharing system is working and is making progress towards its objective; and,

WHEREAS, tax base sharing results in spreading the benefits of regional centers and facilities to communities that do not have them but whose taxpayers support them, either through sales or income taxes. Further, fiscal disparities helps promote orderly growth in the entire metropolitan area; and,

WHEREAS, fiscal disparities is an integral part of the metropolitan area's property tax system, and is a fundamental benefit to the entire metropolitan area because it recognizes that communities are an interdependent economic unit – as shown by the recent formulation of the economic development organization called "Greater MSP":

BE IT RESOLVED that the School Board of Independent School District No.15 respectfully requests the Governor and the Minnesota Legislature to support continuation of the current Fiscal Disparities Law.

Motion carried.

B. THAT Personnel Items be approved as presented.

Motion was made by Ms. Grams and seconded by Mr. Haag. Ms. Van Denburgh inquired about the two employees hired as curriculum writers. Mr. Saxton explained that they are writing the digital curriculum for parents of the students that participate in the 21<sup>st</sup> Century program. Ms. Van Denburgh inquired if someone will temporarily be assigned for Ms. Kelly. A decision has not been made. Ms. Van Denburgh will be voting against the resolution.

BE IT RESOLVED by the School Board of Independent School District No.15 that the Personnel actions as listed below be approved:

**EMPLOYMENT:**

CLASSIFIED

**DAHL, KARA**, Teacher, CCCS, BA 1, 4.0 hrs./day, 186.0 days prorated effective 11.7.11.

**GILPIN, JESSICA**, Curriculum Writer, SFHS, BA 1, Temporary, effective 11.1.11.

**LINDBERG, JASON**, Hockey Goalie Coach, SFHS, Varied hours, effective 11.14.11.

**MITZUK, SARA**, Health Educational Assistant, LLC, From Layoff to assignment, Step 3, 6.0 hrs./day, 66 days effective 1.3.12.

**TRAMM, SARAH**, Curriculum Writer, SFHS, BA 1, Temporary, effective 11.1.11.

NON-CLASSIFIED

**HALLFIELDER, JENNIFER**, Educational Assistant, SFE, Step 2, 2.0 hrs./day, 119.0 days effective 11.8.11.

**HERYLA, ANGELA**, Helper/Server, SFMS, Step 1, 1.75 hr./day, 171.0 days prorated effective 10.24.11.

**SHORE, JON**, Educational Assistant, EBCS, Step 1, 2.7 hrs./day, 170 days prorated effective 11.9.11.

**LEAVES OF ABSENCE:**

CLASSIFIED

**KELLY, JILL**, Assessment Coordinator, Parental LOA effective 2.23.11.

**SCHMITZ, MEGAN**, Speech Pathologist, LLC, Return from Parental LOA effective 11.1.11.

NON-CLASSIFIED

**HOHN, SHARON**, Educational Assistant, Crossroads, Medical LOA effective 11.3.11.

**NORDSTROM, LINDA**, Helper/Server, Nutrition, SFE, Return from Medical LOA effective 11.14.11.

**SHEPPARD, KATHY**, Cashier, Nutrition, SFE, Medical LOA effective 11.10.11.

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

CLASSIFIED

**SKOOG, NICOLE**, Teacher, LLC, retirement effective 11.4.11 (revised from 9.28.11 retirement date)

**WASSATHER, RUTH**, Teacher, Crossroads, Deceased, Termination effective 10.20.11.

NON-CLASSIFIED

**KING, DIANE**, Administrative Assistant, Maintenance, Retirement effective 10.14.11.

**MULLIGAN, JOHN**, Bus Washing Specialist, Transportation, Resignation effective 11.17.11.

**RATH, DAVID**, Mechanic, Transportation Resignation effective 10.28.11.

Motion carried with one nay, Ms. Van Denburgh.

## **Reports**

### *Student Report*

None

### *Superintendent Report and Communications*

- Reported on School Stream, an electronic work-flow system, and that documentation on teacher observations is being done electronically.
- The group of individuals that attended the ISTE conference continues to meet.
- St. Francis Middle School is making some changes to the schedule which will include a three-period lunch system and staggering of focused learning.
- Continue to work on digital instruction.
- Gathering accident reports that have occurred at Pederson and Highway 47 which will be referred to the State. A sample letter will be written for parents/students that wish to write to the state in support of a traffic light.
- Professional Standards pilot.
- DLT meeting is November 15, continue to shape SchoolReach.
- SEE meeting is November 18, will review legislation.
- Anoka County Children and Family Council met.
- PRT meetings continue.
- Talked with Minnesota Department of Education Commissioner Casselius about Crossroads school being exempt from AYP. MDE continues to reject the appeal for AYP.
- Calls have been received regarding the 2012-2013 calendar. Meet and Confer will be meeting.
- Communications committee to meet after the Board meeting.

### *Dialogue Session*

Mr. Haag reported that two people attended with concerns about the clinic. The employees should be referred to the negotiating representative of their group.

### *School Board Member Reports*

Mr. Anderson attended the Oak Land Cooperative Board meeting, the St. Francis Middle School SMC meeting, the writing specialist process interviews, and he will participate in Meet and Confer.

Ms. Van Denburgh congratulated students involved in extra-curricular activities. She inquired about the sample letter being written regarding the traffic light. Mr. Grams has been communicating with a state representative and will update the School Board with any updates. She has received comments from employees regarding the clinic. Ms. Kelly recommended that inquiries to School Board members be referred to the negotiator for the employee group.

Mr. Haag attended Cedar Creek Community School SMC meeting.

Mr. Vogel received calls regarding the proposed clinic. Could a simplified explanation or clarification be sent out? He also inquired about the status of receiving electronic Board packets.

Mr. Grams will continue to update School Board members regarding Pederson and Highway 47. He will participate in interviews. He referred a phone call from a community member to Superintendent Saxton requesting attendance at the Veteran's Day program on November 11. He acknowledged the fine performance of the Madrigal singers.

Ms. Kelly attended the St. Francis High School SMC meeting. She is excited to see the increased enrollment in choir programming.

## **Other Matters**

### *Canvassing Returns of General Election*

A. Motion made by Ms. Grams and seconded by Mr. Anderson.

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

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 8, 2011 was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 1,165 voters of the district voted at said election on the election of four school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as

follows:

Amy Kelly 715  
Matthew Rustad 699  
Suzanne Erkel 664  
Janet Glover 662  
Sandy Grams 640  
CJ Mulder 571

3. Candidate Amy Kelly, Candidate Matthew Rustad, Candidate Suzanne Erkel, and Candidate Janet Glover, having received the highest number of votes, are elected to four year terms beginning the first Monday in January, 2012.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

Motion carried.

*Authorizing Certificates of Election*

B. Motion made by Mr. Haag and seconded by Mr. Grams.

WHEREAS, the board has canvassed the general election for School Board members held on November 8, 2011.

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

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the School Board of Independent School District No. 15 to the following candidates:

- a. Amy Kelly
- b. Matthew Rustad
- c. Suzanne Erkel
- d. Janet Glover

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on the first Monday in January next following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form attached hereto.

3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the School Board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.

4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

Motion carried.

The meeting was adjourned at 8:18 p.m. \_\_\_\_\_  
School Board Clerk Pro Tem