

SCHOOL BOARD MEETING

INDEPENDENT SCHOOL  
DISTRICT No. 15

REGULAR MEETING

November 14, 2011

SCHOOL BOARD  
 INDEPENDENT SCHOOL DISTRICT No. 15  
 St. Francis, Minnesota  
 November 14, 2011  
 Dialogue with School Board – 6:30 p.m.  
 Regular Meeting – 7:00 p.m.  
 Central Services Center – Community Room  
 4115 Ambassador Blvd.

A G E N D A

I. Call to Order – Pledge of Allegiance

II. **Board Calendar Dates**

November 28, 2011	December 12, 2011
Dialogue with School Board – 6:30 p.m.	Dialogue with School Board – 6:30 p.m.
Regular Meeting – 7:00 p.m.	Regular Meeting – 7:00 p.m.
Central Services Center – Community Room	Central Services Center – Community Room
January 9, 2012	January 23, 2012
Dialogue with School Board – 6:30 p.m.	Dialogue with School Board – 6:30 p.m.
Organizational Meeting – 7:00 p.m.	Regular Meeting – 7:00 p.m.
Central Services Center – Community Room	Central Services Center – Community Room

**Site Report – Lifelong Learning Center**

**Madrigal Performance**

**Consideration of Visitors** (To address the School Board complete the card at the table and submit to the Chair)

III. Approval of Agenda

IV. Consent Agenda

A.	Approval of Minutes of October 24.....	5
<b>Rev.</b>	B.	Approval of Personnel Items..... 10
	C.	Approval of Disbursements (emailed to Board 11/11)
	D.	Approval of Extended Travel – Student Council..... 11
	E.	Approval of Extended Travel – Wrestling..... 12
	F.	Approval of Extended Travel – Girls Hockey..... 13
	G.	Approval of Extended Travel – Boys Hockey..... 14
	H.	Approval of Extended Travel – Boys Hockey..... 15
<b>Rev.</b>	I.	Approval of Gift Acknowledgements..... 16
	J.	Approval of Resolution – Request for no Change in Fiscal Disparities Program..... 29

V. Reports

- A. Student Report
- B. Superintendent Communications and Report
- C. Dialogue Session
- D. School Board Member Reports
- E. Administrative Report

VI. Other Matters

A.	Resolution Canvassing Returns of General Election.....	31
B.	Resolution Authorizing Certificates of Election.....	33

VII. Other Business

- A.
- B.

VIII. Adjournment

SCHOOL BOARD  
 INDEPENDENT SCHOOL DISTRICT No. 15  
 St. Francis, Minnesota  
 October 24, 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, student representative Mercedes Johnson, and community members.

**Board Calendar Dates:** Regular meetings held at 7:00 p.m. at the Central Services Center, November 14, November 28, December 12, and January 9. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

**Consideration of Visitors**

None

**Agenda**

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

**Consent Agenda**

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

- A. THAT the minutes of October 10, 2011 be approved as presented.
- C. THAT Disbursements be approved as presented.

SCHOOL BOARD		DATE: 10/24/2011
<b>BE IT RESOLVED</b> 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	\$ 1,045,428.64
02	Food Service	\$ 122,109.69
04	Community Services	\$ 33,512.05
06	Construction	\$ -
07	Debt Redemption	\$ 141,140.00
09	Trust and Agency	\$ -
47	OPEB Debt Service	-
<b>TOTAL DISTRICT</b>		<b>\$ 1,342,190.38</b>

All checks processed between 10/11/11 and 10/20/11, P-Card transactions for 9/11,

Payroll liabilities for 9/20/11 and 10/05/11, Debt service payments on 9/30/11 and all accounts payable items processed between 10/11/11 and 10/24/11

- 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 July and August 2011 be approved as presented.
- F. THAT Approval of Extended Travel – Debate be approved as presented.  
BE IT RESOLVED by the School Board of Independent School District No. 15 that the Debate Team extended trip to Apple Valley, MN November 4–November 5, 2011 be approved as requested.
- G. 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):  
\$250.00, St. Francis Chamber of Commerce, for the Welcome Back continental breakfast for staff  
\$44.88, Wells Fargo Educational Matching, to EBCS to be used at principal's discretion  
\$138.48, Wells Fargo and Jennifer Larson, to SFMS to be used at principal's discretion  
\$18.00, Wells Fargo Foundation, to CCCS to be used at principal's discretion  
\$36.90, Wells Fargo Foundation, to CCCS to be used at principal's discretion  
\$27.72, Wells Fargo Foundation, to CCCS to be used at principal's discretion  
\$200.00, St. Francis Jaycees, to SFHS for school supplies for kids in need  
\$200.00, St. Francis Jaycees, to SFMS for school supplies for kids in need  
\$200.00, St. Francis Jaycees, to SFES for school supplies for kids in need  
\$200.00, St. Francis Jaycees, to CCCS for school supplies for kids in need  
\$200.00, St. Francis Jaycees, to EBCS for school supplies for kids in need  
\$382.51, SFE APT, alpha placements for kindergarten  
\$242.28, Wells Fargo Foundation, to SFHS to be used at principal's discretion  
\$568.25, SFHS NFL Booster Club, to pay assistant debate coach salary  
\$500.00, Ron Larson, contribution for Hall of Fame expenses

Motion carried.

Motion was made by Ms. Grams and seconded by Mr. Grams. Ms. Grams corrected the item she wanted considered separately to item E and not F.

Motion to rescind the original motion made for the revised Consent Agenda was made Mr. Anderson and seconded by Mr. Haag.

Motion before the Board is to approve items A, C, D, F and G.

Motion carried.

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

Ms. Van Denburgh requested clarification of Mr. Reker's retirement listed in personnel items.

- 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:**

NON-CLASSIFIED

**CHELBERG, TAMMY**, Educational Assistant, EBCS, from layoff to position, Step 2, 6.5 hrs./day, 170.0 days prorated effective 10.12.11.

**LINDBERG, WENDY**, Assistant Dance Coach, SFHS, Step 1, effective 10.24.11.

**MCCALLUM, BARB**, Cafeteria Monitor, EBCS, Step 1, 2.0 hrs./day, 171.0 days prorated effective 10.10.11.

**PARR, ROBIN**, Educational Assistant, CCCS, A12, 2.5 hrs./day, 170.0 days effective 10.24.11.

**SARGENT, CHRISTINE**, American Indian Education Tutor, SFHS, Step 1, 2.0 hrs./day, 60 days, effective 10.1.11.

**WARD, JAN**, Educational Assistant, SFE, from layoff to position, Step 6, 1.5 hrs./day, 134.0 days effective 10.10.11.

**LEAVES OF ABSENCE:**

CLASSIFIED

**ENQUIST, JILL**, Counselor, SFHS, Parental LOA effective 1.12.12.

**LARSON, SUZETTE**, Instructor, LLC, Professional LOA effective 8.30.11.

**MILLER, LESLEY**, Instructional Program Supervisor, CSC, Medical LOA effective 9.23.11.

**OLSON, KATHERINE**, Teacher, SFE, Parental LOA effective 11.15.11.  
**ROTHRUM, ANGELA**, Teacher, EBCS, Parental LOA effective 10.12.11.

NON-CLASSIFIED

**BAUMANN, DONETTE**, Helper/Server, Nutrition, SFMS, Return from Medical LOA effective 9.6.11.  
**DUFRESNE, SHANNON**, Instructor, ECFE, General LOA, partial effective 2011-12 school year.  
**HOEFER, NATE**, Bus Driver, Transportation, Military LOA effective 9.6.11.  
**JOHNSON, RICK**, Maintenance, Medical LOA effective 11.9.11.  
**NORDSTROM, LINDA**, Helper/Server, Nutrition, SFE, Medical LOA effective 9.6.11.  
**WATSON, PATRICIA**, Helper/Server, Nutrition, SFHS, Medical LOA effective 9.12.11.

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

CLASSIFIED

**FLANAGAN, TIMOTHY**, Girls Golf Coach, SFHS, Retirement effective 6.6.11.  
**REKER, JAY**, Human Resource Director, CSC, Retirement effective 6.30.11.  
**SKOOG, NICOLE**, Teacher, SFHS, Retirement effective 9.28.11.

NON-CLASSIFIED

**HECKENLAIBLE, MARLYS**, Cook, Nutrition, Retirement effective 12.22.11.  
**HUGHES, JESSICA**, Head Winter Dance Coach, Resignation effective 10.6.11.  
**JENDRO, TABITHA**, Bus Driver, Transportation, Resignation effective 8.23.11.  
**LEIPZIG, CATHERINE**, Educational Assistant, Termination effective 6.5.11.  
**METRO, TIMOTHY**, Educational Assistant, EBCS, Resignation effective 8.29.11.  
**MULLIGAN, COLLEEN**, Educational Assistant, EBCS, Resignation effective 8.5.11.  
**NIELSEN, JUDY**, Nutrition Manager, EBCS, Retirement effective 12.22.11.  
**SALMONSON, TAMMY**, Educational Assistant, EBCS, Resignation effective 10.7.11.  
**SPITZER, DWIGHT**, Grounds/Custodian, Resignation effective 10.21.11.  
**WICHT, KATHY**, Health Educational Assistant, SFHS, Retirement effective 12.23.11.

Motion carried.

Motion was made by Ms. Grams and seconded by Mr. Grams. Ms. Grams stated the date in the resolution should read November 8.

- E. THAT the Resolution to Appoint Election Judges be approved as presented.  
 BE IT RESOLVED by the School Board of Independent School District No. 15 that the following individuals, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election, for both the general and special elections to be held on November 8~~th~~, 2011 to act as such at the respective polling places listed below:

	Last Name	First Name	Precinct to Judge
****			
1	Swedeen	Bonnie	Central Services Center
2	Thompson	Nancy	Central Services Center
3	Johnson	Cathern	Central Services Center
4	Domogalla	Ray	Central Services Center
5	Randall	Marlene	Central Services Center
6	Hiller	Phyllis	Central Services Center

\*\*\*\* Head Judge

	Last Name	First Name	Precinct to Judge
****			
1	Kirpach	Carla	East Bethel Senior Center
2	Domogalla	Janette	East Bethel Senior Center
3	Slanga	LeAnn	East Bethel Senior Center

4	Whalen	Mike	East Bethel Senior Center
5	Kirkevoid	Kermit	East Bethel Senior Center
6	Johnson	David	East Bethel Senior Center

\*\*\*\* Head Judge

	Last Name	First Name	Precinct to Judge
****			
1	Bahma	Bob	Lifelong Learning Center
3	Bigelbach	Ruby	Lifelong Learning Center
7	Hanson	Sandy	Lifelong Learning Center
8	Parlow	Marilyn	Lifelong Learning Center
9	Ensley	Bud	Lifelong Learning Center
10	Raze	Margaret	Lifelong Learning Center

\*\*\*\*Head Judge

Alternates: Foyt, Bonnie

Motion carried.

### Reports

#### *Student Report*

Mercedes Johnson provided the student report. The music department is doing really well. French class should not be discontinued due to Ms. Carlson's retirement. There should be a larger variety of world languages available such as American Sign Language and Italian. The varsity football team won their last game and the fireworks display presented after was fantastic.

#### *Superintendent Report and Communications*

- The North Suburban Conference met. The league is discussing what membership means, there will most likely be a league policy made.
- The District Leadership Team met and is monitoring communications sent out to parents.
- Mr. Saxton was out of District October 20, 21.
- There was a pedestrian accident October 24, involving a student. Mr. Saxton discussed the accident and need for a stop light with Chief Harapat. The crosswalk area must be addressed again with the state. The student is in the hospital for observation. Mr. Saxton will address with the Governor. Mr. Vogel suggested a letter be drafted from the Board and encourage the city to do the same. Mr. Grams emailed Mr. Dotson to seek direction in the process. Mr. Saxton will meet with Chief Harapat and draft a letter for the School Board.

#### *Dialogue Session*

No one attended.

#### *School Board Member Reports*

Mr. Anderson attended the ECSU Cooperative meeting in which the annual report was reviewed.

Ms. Van Denburgh attended the Safety Committee meeting. She acknowledged the football and volleyball teams for their conference titles. She reported that a constituent inquired about the District land and lease agreement in regards to the revenue made by the District and where the funds were deposited. Mr. Saxton responded that there was \$400 rent per fall crop for the past two years, with funds deposited to the general fund. The land is no longer leased.

Ms. Grams congratulated the football and volleyball teams.

Mr. Vogel requested The Crier be distributed to Board members. He acknowledged the recent death of teacher Ruth Wassather and former teacher Tim Larson from Crossroads.

Ms. Kelly acknowledged the football and volleyball teams. One of her clients expressed appreciation in receiving the recorded messages from the high school.

### Administrative Report

#### *October 1 Enrollment Report*

Ms. Hawkins reported on October 1 student enrollment which included: 2011-12 budgeted enrollment, October 1 enrollment needed to make budget, and actual October 1 enrollment. The good news is that the majority of buildings have higher enrollment than projected in the past. Historical data and average daily membership (ADM) comparisons from 2003-04 – 2010-11 show the decline of enrollment is slowing. Graphs of historical data for each building were reviewed. Summary - Enrollment is higher than anticipated for most sites, and data shows decline is slowing down.

Mr. Saxton reported that the District will be reviewing open enrollment out as well. Getting additional help to the students at an earlier age is part of the plan.

The meeting was adjourned at 7:52 p.m.

\_\_\_\_\_  
Joseph D. Haag, School Board Clerk

Revised

IV. B. ROUTINE PERSONNEL ITEMS

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:

SECOND:

11/14/11



PREPARED 11/11/2011

SCHOOL BOARD DATE: 11/14/2011

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	\$ 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><u>\$ 2,481,722.54</u></b>

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

MOTION:

SECOND:

November 14, 2011

Check Register	1,697,103.54
VISA	61,388.25
Vendor Disbursement list for 11/14	723,230.75
<b>Total Disbursements</b>	<b><u>\$2,481,722.54</u></b>

IV. D. APPROVAL OF EXTENDED TRIP – STUDENT COUNCIL

BE IT RESOLVED by the School Board of Independent School District No. 15 that the Student Council extended trip, November 13 - 14, 2011 be approved as requested.

MOTION:

SECOND:

11/14/11

IV. E. APPROVAL OF EXTENDED TRIP - WRESTLING

BE IT RESOLVED by the School Board of Independent School District No. 15 that the High School Wrestling program attend the Christmas Wrestling Tournament for an extended trip, December 16 -17, 2011 be approved as requested.

MOTION:

SECOND:

11/14/11

IV. F. APPROVAL OF EXTENDED TRIP – GIRLS HOCKEY

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 25 - 26, 2011 be approved as requested.

MOTION:

SECOND:

11/14/11

IV. G. APPROVAL OF EXTENDED TRIP – BOYS HOCKEY

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 25 – 26, 2011 be approved as requested.

MOTION:

SECOND:

11/14/11

IV. H. APPROVAL OF EXTENDED TRIP – BOYS HOCKEY

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, 2011 be approved as requested.

MOTION:

SECOND:

11/14/11

IV. I. GIFT ACKNOWLEDGMENT(S)

*Revised*

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 Foundation, 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*

MOTION:

SECOND:

11/14/11



# GIFT CONTRIBUTION FORM

Date 11/2/11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The SFES-APT

would like to contribute \$ 103.20 to Independent School District 15. We request that the contribution be used for the following purposes: K+ Field Trip to Berry Hill Farm

\$91.00 for Berry Hill Farm

\$ 72.20 for Transportation

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, Kelly M Sullivan, chair

Check number: 2027

Name: SFE-APT

Street address: 22919 St. Francis Blvd. NW

City/State/Zip: St. Francis MN 55070

Officer of contributing organization: Kelly Sullivan, Chair

**Office Use Only**

Requester: \_\_\_\_\_

Revenue code: 01-402-203-000-394-000

Expenditure code: 01-402-203-000-394-000

Thank you letter sent by building. Date: Personal Thankyou

Building principal signature: Kathleen Johnson

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building





# GIFT CONTRIBUTION FORM

Date 10-24-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Deluxe Corporation Foundation

would like to contribute \$ 200.00 to Independent School District 15. We request that the contribution be used for the following purposes:

principals discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 38328

Name: Deluxe Corporation Foundation

Street address: P.O. Box 64235 / 3680 Victoria St. N.

City/State/Zip: St. Paul MN 55164 / Shoreview MN 55126

Officer of contributing organization: Pamela Bridger

**Office Use Only**

Requester: Dana R. Enckson

Revenue code: 01-404-000-000-096-000

Expenditure code: 01-404-203-000-401-000

Thank you letter sent by building. Date: 10-24-11

Building principal signature: \_\_\_\_\_

School Board approval date: 11-14-11



GIFT CONTRIBUTION FORM

Date 11/3/11

To: Independent School District 15 School Board  
4115 Ambassador Blvd.  
St. Francis, MN 55070

The David Lindberg (\$ 3082.54)

would like to contribute \$ Property (IN KIND) to Independent School District 15. We request that the contribution be used for the following purpose: David Lindberg's Office Furniture

Leather couch, coffee table, two side tables 2,285.54  
Leather chair 797.00  
Total Value - 3082.54 | Nothing Follows

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely *David Lindberg*

~~Check number \_\_\_\_\_  
Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Officer of contributing organization: \_\_\_\_\_~~

Office Use Only  
Requester: \_\_\_\_\_  
Revenue code: \_\_\_\_\_  
Expenditure code: \_\_\_\_\_  
Thank you letter sent by building. Date: \_\_\_\_\_  
Building Principal signature: \_\_\_\_\_

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date 10-26-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The PTO of EBCS

would like to contribute \$ 100.50 to Independent School District 15. We request that the contribution be used for the following purposes:

Student Recognition Merchandise

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, Anne Mickelburg

Check number: 4700

Name: EBCS PTO

Street address: PO BOX 430

City/State/Zip: Cedar MN 55011

Officer of contributing organization: Anne Mickelburg, Treasurer

**Office Use Only**

Requester: \_\_\_\_\_

Revenue code: 01-403-203-000-096-000

Expenditure code: 01-403-203-000-401-000

Thank you letter sent by building. Date: 10-26-2011 personal Thankyou

Building principal signature: [Signature]

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date 11/7/11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Jennifer Larson + Wells Fargo Community Support Campaign  
would like to contribute \$ 161.56 to Independent School District 15. We request that the  
contribution be used for the following purposes: at principal's designation

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 896239

Name: Jennifer Larson Wells Fargo Community Support Campaign

Street address: 22345 Xenia St. NW P.O. Box 2157

City/State/Zip: Anoka MN 55303 Princeton NJ 08543-2157

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: \_\_\_\_\_

Revenue code: 01-300-211-000-096-000

Expenditure code: 01-300-211-000-430-000

Thank you letter sent by building. Date: 11/7/11

Building principal signature: [Signature]

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building



# GIFT CONTRIBUTION FORM

Date 11-8-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Wells Fargo  
would like to contribute \$ 21.00 to Independent School District 15. We request that the  
contribution be used for the following purposes:

Principals Discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature  
and purpose.*

Sincerely, \_\_\_\_\_

Check number: 887824

Name: Lori Giddens

Street address: 21161 Rendova St NE

City/State/Zip: E Bethel MN 55011

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: \_\_\_\_\_

Revenue code: 01-404-000-000-096-000

Expenditure code: 01-404-203-000-401-000

Thank you letter sent by building. Date: 11-8-11

Building principal signature: \_\_\_\_\_

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building



# GIFT CONTRIBUTION FORM

Date 11-8-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Wells Fargo

would like to contribute \$ 43.05 to Independent School District 15. We request that the contribution be used for the following purposes: \_\_\_\_\_

Principals Discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 887824

Name: Tanya Benson

Street address: 19305 Isetta St NE

City/State/Zip: Wyoming MN 55092

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: \_\_\_\_\_

Revenue code: 01-404-000-000-096-000

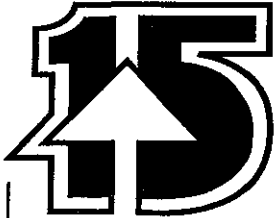
Expenditure code: 01-404-203-000-401-000

Thank you letter sent by building. Date: 11-8-11

Building principal signature: \_\_\_\_\_

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building



# GIFT CONTRIBUTION FORM

Date 11-8-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Wells Fargo  
would like to contribute \$ 32.34 to Independent School District 15. We request that the  
contribution be used for the following purposes:

principals discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature  
and purpose.*

Sincerely, \_\_\_\_\_

Check number: 887824

Name: Darnel Aschenbaech

Street address: 2050 Deerwood Lane

City/State/Zip: Wyoming MN 55092

Officer of contributing organization: Tim Hanlon

**Office Use Only**

Requester: \_\_\_\_\_

Revenue code: 01-404-000-000-096-000

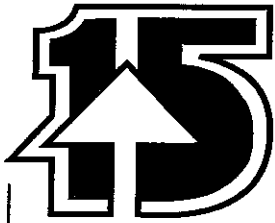
Expenditure code: 01-404-203-000-401-000

Thank you letter sent by building. Date: 11-8-11

Building principal signature: \_\_\_\_\_

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building



# GIFT CONTRIBUTION FORM

Date 11-8-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Deluxe Corporation

would like to contribute \$ 500.00 to Independent School District 15. We request that the contribution be used for the following purposes:

principals discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 38381

Name: Deluxe Corporation

Street address: PO BOX 64235

City/State/Zip: St Paul MN 55164

Officer of contributing organization: Pam Bridger

**Office Use Only**

Requester: Dana Erickson - parent

Revenue code: 01-404-000-000-096-000

Expenditure code: 01-404-203-000-394-000

Thank you letter sent by building. Date: 11-8-11

Building principal signature: \_\_\_\_\_

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building





# GIFT CONTRIBUTION FORM

Date 11-8-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The CCCS PTO

would like to contribute \$ 26500 to Independent School District 15. We request that the contribution be used for the following purposes:

3rd grade Wargo - visit to CCCS

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 1993

Name: CCCS PTO

Street address: 21108 POLK ST NE

City/State/Zip: Cedar MN 55011

Officer of contributing organization: Michael Lillquist

**Office Use Only**

Requester: 3rd Grade - Cathy Perkins

Revenue code: 01-404-000-000-096-000

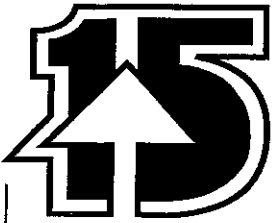
Expenditure code: 01-404-203-000-394-000

Thank you letter sent by building. Date: 11-8-11

Building principal signature: \_\_\_\_\_

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building



# GIFT CONTRIBUTION FORM

Date 11-8-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The CCCS PTO

would like to contribute \$ 369000 to Independent School District 15. We request that the contribution be used for the following purposes:

Kindness Retreat for  
4th grade

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 1994

Name: CCCS PTO

Street address: 21108 POIK ST NE

City/State/Zip: Cedar MN 55011

Officer of contributing organization: Michael Lillquist

**Office Use Only**

Requester: 4th Grade - Kara Lotgren

Revenue code: 01-404-000-000-098-000

Expenditure code: 01-404-203-000-394-000

Thank you letter sent by building. Date: 11-8-11

Building principal signature: 

School Board approval date: 11-14-11

White - Board Minutes    Canary - Business Office    Pink - Contributor    Gold - Originating Building



# GIFT CONTRIBUTION FORM

Date Nov. 8<sup>th</sup> 2011

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The PTO  
would like to contribute \$ 919.00 to Independent School District 15. We request that the contribution be used for the following purposes: 2nd grade fieldtrip to The Children's Theatre on Dec. 15 2011.

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 4704

Name: PTO - EBES

Street address: P.O. Box 480

City/State/Zip: Cedal MN 55011

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: Deb Sundberg / M. Brese

Revenue code: 01-403-203-000-394-000

Expenditure code: 01-403-203-000-394-000

Thank you letter sent by building. Date: personal Thank you.

Building principal signature: [Signature]

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date 10-24-11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Kells Fargo Foundation Ed. Matching Gift Program  
would like to contribute \$ 16.62 to Independent School District 15. We request that the  
contribution be used for the following purposes: principals' discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 983557

Name: Kells Fargo Foundation (Lori Vincent)

Street address: PO Box 2157

City/State/Zip: Princeton, NJ 08543-2157

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: Sandy Vallin

Revenue code: 01-200-211-000-096-000

Expenditure code: 01-200-211-000-185-000

Thank you letter sent by building. Date: 11-7-11

Building principal signature: Paul Neubran

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date Nov. 1. 2011

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Wells Fargo - Jesse Kohler  
would like to contribute \$ 60<sup>00</sup> to Independent School District 15. We request that the  
contribution be used for the following purposes: Principal Discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 993557.

Name: Jesse Kohler

Street address: 24231 Pierce Pat NW

City/State/Zip: East Bethel, MN 55005.

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: \_\_\_\_\_

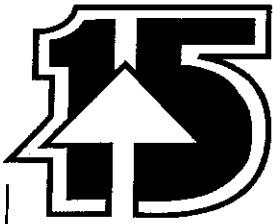
Revenue code: 01-403-203-000-096-000

Expenditure code: 01-403-203-000-401-000.

Thank you letter sent by building. Date: Nov. 1st 2011.

Building principal signature: [Signature]

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date 11.10.2011

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Wells Fargo / Jesse Lee Kohler  
would like to contribute \$ 70<sup>00</sup> to Independent School District 15. We request that the contribution be used for the following purposes: principals discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, \_\_\_\_\_

Check number: 896117 - dated 9.30.2011

Name: Jesse Kohler

Street address: 24231 Pierce Path NE

City/State/Zip: East Bethel, MN 55005

Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: \_\_\_\_\_

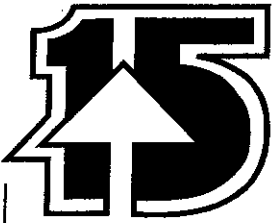
Revenue code: 01-403-203-000-096-000

Expenditure code: 01-403-203-000-401-000

Thank you letter sent by building. Date: 10-31-2011

Building principal signature: [Signature]

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date 11-10-2011

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The Wells Fargo / Kiersten Berg, Jennifer Olson  
would like to contribute \$ 97.24 to Independent School District 15. We request that the contribution be used for the following purposes: Principal's discretion

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

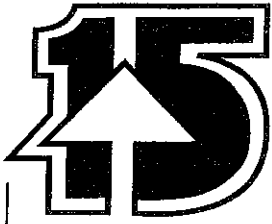
Sincerely, \_\_\_\_\_

Check number: 889233  
Name: Kiersten Berg / Jennifer Olson  
Street address: 22600 Zion Parkway / 22716 3rd St NE  
City/State/Zip: Bethel MN 55005 / East Bethel MN 55005  
Officer of contributing organization: \_\_\_\_\_

**Office Use Only**

Requester: \_\_\_\_\_  
Revenue code: 01-403-203-000-096-000  
Expenditure code: 01-403-203-000-401-000  
Thank you letter sent by building. Date: NOV-10-2011  
Building principal signature: [Signature]

School Board approval date: 11-14-11



# GIFT CONTRIBUTION FORM

Date 10/26/11

To: Independent School District 15 School Board  
4115 Ambassador Boulevard  
St. Francis, MN 55070

The St. Francis HS Choir Boosters  
would like to contribute \$ 20,886.84 to Independent School District 15. We request that the  
contribution be used for the following purposes: to purchase 117 robes  
for the SFHS Concert Choir from  
Collegiate Apparel

*It is our desire that any excess monies be expended at the Board's discretion, for items similar in nature and purpose.*

Sincerely, Susan Olsen

Check number: ~~2458~~ <sup>to</sup> 2459  
Name: Choir Boosters  
Street address: Box 703  
City/State/Zip: St. Francis, MN 55070  
Officer of contributing organization: Susan Olsen, Treasurer

**Office Use Only**

Requester: Lukas Warren  
Revenue code: 01-200-211-000-096-000  
Expenditure code: 01-200-258-000-430-200  
Thank you letter sent by building. Date: 11-7-11  
Building principal signature: Paul Neubauer

School Board approval date: 11-14-11



#### IV. J. APPROVAL OF RESOLUTION – REQUEST FOR NO CHANGE IN FISCAL DISPARITIES PROGRAM

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.

Background: See attached letter from Anoka County. Anoka County has already passed a similar resolution on 10/25/11. The sharing of tax resources (fiscal disparities) lowers the tax impact on homeowners in our school district.

MOTION:

SECOND:

11/14/11



# COUNTY OF ANOKA

## OFFICE OF GOVERNMENTAL SERVICES DIVISION

GOVERNMENT CENTER  
2100 3RD AVENUE STE 700 • ANOKA, MN 55303-5024  
(763) 323-5700

November 2, 2011

KATHY TINGELSTAD  
Intergovernmental Relations  
Direct 763-323-5745  
Cell 763-286-7293

*Edward -*

### Request for Your Organization to Pass a Resolution of Support

To: School Districts in Anoka County

Growth in economic development is an important goal for all communities. With that in mind, the Metro Areas' Fiscal Disparities tax sharing system is making progress towards its objective. However, there may be an effort to dismantle this important program – which was established under the leadership of former Anoka Representative Charles R. Weaver.

If the Fiscal Disparities Program was eliminated, most homeowner and business property tax statements in the Anoka County area would see an average increase of 10% (on the combined school/city/county taxes). This would result in more disparity in the Metro area! (See the sample box below for your area. If there is more than one city in your school district, then only the largest city is listed.\*)

To show leadership on this issue, Anoka County passed the attached resolution at the October 25 county board meeting. We are asking for your help to support a similar resolution by presenting it at your upcoming school board meeting – so it can be ready for the January Legislative Session.

Once your resolution is approved at your school board meeting, please email a copy to me at [kathy.tingelstad@co.anoka.mn.us](mailto:kathy.tingelstad@co.anoka.mn.us) so we can communicate a united message to Legislators for the upcoming Legislative Session.

If you have any questions, please call me at 763-286-7293.

Sincerely,

*Kathy*

Kathy Tingelstad  
Intergovernmental Relations

*Thanks, in advance!*

<u>Without Fiscal Disparities – Appx. Total Tax Increase</u> on a \$200,000 residential homestead for 2011:	
Your School District # <u>15</u> :	\$ <u>120</u>
* Your city of <u>St. Francis</u> :	\$ <u>207</u>
Anoka County:	\$ <u>36</u>
Approximate Total Per Sample Household:	\$ <u>363</u>

KT:tp

Enclosure

*We want to keep Fiscal Disparities, as it is now...*

cc: Anoka County Commissioner Robyn West, Intergovernmental & Community Relations Chair  
Rhonda Sivarajah, Chair, Anoka County Board of Commissioners

VI. A. RESOLUTION CANVASSING RETURNS OF VOTES OF SCHOOL  
DISTRICT GENERAL ELECTION

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 three 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.

Abstract and Return of Votes Cast Attached

MOTION:

SECOND:

11/14/11

CLERK'S CERTIFICATE AS TO ABSTRACT AND RETURN OF VOTES CAST

INDEPENDENT SCHOOL DISTRICT NO. 15 (St. Francis)  
STATE OF MINNESOTA  
ABSTRACT AND RETURN OF VOTES CAST  
GENERAL ELECTION  
NOVEMBER 8, 2011

\*\*\*\*\*

A. TOTAL NUMBER OF PERSONS REGISTERED AT 7:00 O'CLOCK A.M. 18,853

B. TOTAL NUMBER OF NEW REGISTRANTS ON ELECTION DAY 23

\*\*\*\*\*

C. TOTAL NUMBER OF SIGNATURES ON THE POLLING PLACE ROSTER 1,136

D. TOTAL NUMBER OF ACCEPTED REGULAR, MILITARY AND  
OVERSEAS ABSENTEE BALLOTS 29

E. TOTAL NUMBER OF PERSONS VOTING IN THE GENERAL  
ELECTION (add: C + D = E) 1,165

\*\*\*\*\*

F. TOTAL NUMBER OF COMPLETELY BLANK BALLOTS IN THE  
BALLOT BOX 7

G. TOTAL NUMBER OF COMPLETELY DEFECTIVE BALLOTS IN THE  
BALLOT BOX 0

\*\*\*\*\*

H. TOTAL NUMBER OF SPOILED BALLOTS IN THE SPOILED  
BALLOT ENVELOPE 7

I. TOTAL NUMBER OF UNUSED BALLOTS RETURNED TO THE CLERK 3,707

\*\*\*\*\*

SCHOOL BOARD MEMBER

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

Total number of write in votes for this office 41

Total number of ballots defective for this office

(overvotes) 0

Total number of ballots blank for this office

(undervotes) 7

TOTAL BALLOTS COUNTED FOR THIS OFFICE 1,165

\*\*\*\*\*

VI. B. RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES OF ELECTION AND DIRECTING SCHOOL DISTRICT CLERK TO PERFORM OTHER ELECTION RELATED DUTIES

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:

SECOND:

11/14/11