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St. Anthony – New Brighton
Independent School District 282
Regular Meeting – August 6, 2014
St. Anthony Village City Council Chambers
3301 Silver Lake Road
St. Anthony, MN 55418

MINUTES

Members Present: Leah Slye; Don Siggelkow; Mike Volna; Barry Kinsey; Andrea Scamehorn; and Laura Oksnevad

Staff Present: Superintendent Robert Laney; Director of Business Services Bill Menozzi; Director of Special Education Michelle Dunaski; Choral Director Michael Shafer; and Director of Community Services Wendy Webster

The Regular School Board Meeting was called to order at 7:00 p.m. by Board Chair, Leah Slye, in the St. Anthony Village City Council Chambers.

APPROVAL OF AGENDA

A motion was made by Laura Oksnevad and seconded by Andrea Scamehorn to approve the August 6, 2014 Agenda, as presented. The motion carries.

APPROVAL OF MINUTES

A motion was made by Mike Volna and seconded by Barry Kinsey to approve the Minutes from the July 15, 2014 Regular Meeting / Work Session Meeting, as presented. The motion carries.

CONSENT AGENDA

A motion was made by Andrea Scamehorn and seconded by Don Siggelkow to approve the August 6, 2014 Consent Agenda, as presented. The motion carries.

ACTION

1. Food Service Bids

Director of Business Services, Bill Menozzi, introduced Polly Podpeskar, from our food service consulting firm INAC, inc. Ms. Podpeskar reviewed the bids for milk, bread, and prime vendor. The vendors with the lowest bids were selected to continue providing food service products for the District; Agropur for dairy, Bimbo Bakery for bread, and Indianhead Foods as the prime vendor. In addition, the consulting service contract for INAC, inc. was reviewed for a one year renewal.

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A motion was made by Laura Oksnevad and seconded by Barry Kinsey to approve the bids for milk, bread, and prime vendor, as presented. The motion carries.

A motion was made by Barry Kinsey and seconded by Mike Volna to approve INAC, inc. for a one year contract, as the District's food service consulting firm, as presented. The motion carries.

2. Referendum Resolution

The proposed "tiered" operating referendum, approved by the Board at the July 15th meeting, was presented as part of the referendum resolution. Two Capital Projects Referendum options were presented for consideration. The option put forward in a motion was the Capital Projects Referendum that has \$450,000 revenue collections for years FY 2016 to FY 2025. The Board's discussions lead to a recommendation of an Operating and Capital Projects option of \$450,000 for ten years.

A motion was made by Andrea Scamehorn and seconded by Laura Oksnevad to approve the Operating and Capital Projects Option of \$450,000 for ten years, as presented. The motion carries.

3. Review and Comment

The Review and Comment document for the approved Operating and Capital Projects Referendum of \$450,000 for ten years was presented. The Review and Comment document will be submitted to the Minnesota Department of Education for approval.

A motion was made by Barry Kinsey and seconded by Don Siggelkow to approve the Review and Comment for the Operating and Capital Projects option of \$450,000 for ten years, as presented. The motion carries.

DISCUSSION

1. Referendum Committee

Director of Community Services, Wendy Webster, introduced Meredith Peterson as the Chair of the Citizens Referendum Committee.

2. Ireland Choral Tour

Choral Director Michael Shafer presented a proposed Chamber Choir trip to Ireland for the spring of 2015. Students will participate in joint concerts as well experiencing Ireland's educational opportunities. The Board looks forward to hearing more about the trip as additional details are confirmed.

3. Special Education Report

Director of Special Education Michelle Dunaski presented the results of a recent audit completed by The Minnesota Department of Education. The audit examined the District's use of state and federal special education funds. The audit also took a comprehensive look into the District's special education

109 programming. Corrective actions on the areas of non-compliance will be implemented on a go forward
110 basis to ensure continued compliance.

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113 **4. Policy 410 – Family Medical Leave**

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115 Superintendent Robert Laney presented School Board Policy 410 – Family Medical Leave (FMLA). The
116 policy must be reviewed on an annual basis. There were no suggested changes to the policy.
117 Recommendation for approval of this policy will be presented at the August 19th meeting.

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120 **5. Policy 514 – Bullying Prohibition Policy**

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122 Superintendent Robert Laney presented School Board Policy 514 – Bullying Prohibition. A number of
123 changes have been made to the policy to comply with the action taken in the last legislative session. This
124 is a policy that must be reviewed by the Board on an annual basis. No additional changes are needed.
125 Recommendation for approval of this policy will be presented at the August 19th meeting.

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128 **Superintendent Report:**

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130 Superintendent Robert Laney announced that the District has been awarded the Association of School
131 Business Certificate of Excellence in Financial Reporting award for having met the program's high
132 standards for financial reporting and accountability. Mr. Laney recognized second grade teacher, Erin
133 Whisler, as she has been highlighted in the July issue of the magazine, The Journal. The article spotlights
134 teachers who have used iPads for unique instructional purposes. In additional, Mr. Laney mentioned fall
135 sport registration is underway and the construction project at Wilshire Park is drawing to a close.

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137 **Board Member Reports:**

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140 **Don Siggelkow:**

141 Don Siggelkow attended a negotiation meeting.

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143 **Laura Oksnevad:**

144 Laura Oksnevad attended Village Fest activities.

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146 **Barry Kinsey:**

147 Barry Kinsey attended a negotiation meeting.

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149 **Leah Slye:**

150 Leah Slye attended a joint meeting with the City, the Village Fest Parade and Night to Unite.

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152 **Andrea Scamehorn:**

153 Andrea Scamehorn attended the on-line sports registration meeting.

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158 **Agenda Question**

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160 **“What have we done for learners?”.....”** formally put in place a resolution to raise necessary funds,
161 approved by voters, to continue an outstanding educational experience...”

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Adjourn

The Regular Meeting of August 6, 2014 was adjourned at 8:50 p.m.

Respectfully submitted,

Kim Lannier

ATTEST:



Don Siggelkow, School Board Chair

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 282
(ST. ANTHONY-NEW BRIGHTON)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 282 (St. Anthony-New Brighton), State of Minnesota, was held in said school district on August 6, 2014, at 7:00 o'clock p.m.

The following members were present: Mike Volna, Don Siggelkow, Leah Slye, Andrea Scamehorn, Laura Oksnevad, and Barry Kinsey.

and the following were absent: None

Member Andrea Scamehorn introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO REVOKING THE EXISTING REFERENDUM
REVENUE AUTHORIZATION OF THE SCHOOL DISTRICT,
APPROVING A NEW AUTHORIZATION, APPROVING A CAPITAL
PROJECT LEVY AUTHORIZATION AND CALLING AN ELECTION THEREON**

BE IT RESOLVED by the School Board of Independent School District No. 282, State of Minnesota, as follows:

1. (a) The Board hereby determines and declares that it is necessary and expedient for the school district to revoke its existing referendum revenue authorization of \$987.60 per adjusted pupil unit and to replace that authorization with a new authorization of \$1,068.35 per adjusted pupil unit for taxes payable in 2015 through 2017, of \$1,149.11 per pupil for taxes payable in 2018 through 2020, and of \$1,229.86 per pupil for taxes payable in 2021 through 2024. As provided by law, the ballot question must abbreviate the term "per adjusted pupil unit" as "per pupil". The additional revenue will be used to finance school operations and the property tax portion thereof will require an estimated referendum tax rate of approximately .20264% of the referendum market value of the school district for taxes payable in 2015, the first year it is to be levied. The proposed referendum revenue authorization would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law. The question on the approval of this referendum revenue authorization

shall be School District Question 1 on the school district ballot at the special election held to approve said authorization.

If the new referendum revenue authorization is approved by the voters of the School District, the existing \$987.60 per adjusted pupil unit shall be revoked effective for taxes payable in 2015.

(b) The Board also determines and declares that it is necessary and expedient for the school district to submit a capital project levy authorization to the voters for their approval. The proposed authorization will be in the amount of 6.198% of the net tax capacity of the School District for taxes payable in 2015 through 2024. The proposed capital project levy authorization will raise approximately \$450,000 in 2015, the first year it is to be levied, and would be authorized for ten (10) years. The money raised by the capital project levy authorization will be used to provide funds for the purchase, replacement and maintenance of curriculum and technology for school instruction. The program will be commenced prior to November 1, 2019, which date is not more than five (5) years from the date of the special election authorizing the approval of the capital project levy. The estimated total cost of the projects to be funded by the proposed capital project levy authorization is approximately \$4,500,000. The question on the approval of the capital project levy authorization shall be School District Question 2 on the school district ballot at the special election held to approve said authorization.

The actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the board to the Commissioner of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby ratified and approved in all respects.

The clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper at least twenty (20) but not more than sixty (60) days before solicitation of bids for a capital project that has received a positive Review and Comment.

2. The ballot questions specified above shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held in conjunction with the state general election on Tuesday, November 4, 2014.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and the polling places for this special election are those polling places and precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as those for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education at least seventy-four (74) days before the date of said election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election.

The notice of election so posted and published shall state each question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

The clerk is hereby authorized and directed to cause a notice of the election to be mailed by first class mail to each taxpayer in the school district at least fifteen (15) but no more than thirty (30) days prior to the date of the special election. The notice shall contain the required projections and the required statement specified in Minnesota Statutes, Section 126C.17, subdivision 9, paragraph (b). The clerk is also directed to cause a copy of this notice to be submitted to the Commissioner of Education and to the county auditor of each county in which the school district is located in whole or in part at least fifteen (15) days prior to the day of the election.

The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or

understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.

5. The clerk is further authorized and directed to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

SPECIAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 282 (ST. ANTHONY-NEW BRIGHTON)

NOVEMBER 4, 2014

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "YES" on that question.
To vote against a question, fill in the oval next to the word "NO" on that question.

SCHOOL DISTRICT QUESTION 1 REVOKING EXISTING REFERENDUM REVENUE AUTHORIZATION; APPROVING NEW AUTHORIZATION

The board of Independent School District No. 282 (St. Anthony-New Brighton) has proposed to revoke the school district's existing referendum revenue authorization of \$987.60 per pupil and to increase its general education revenue by the following amounts for taxes payable in the years specified:

- \$1,068.35 per pupil for taxes payable in 2015 through 2017
- \$1,149.11 per pupil for taxes payable in 2018 through 2020
- \$1,229.86 per pupil for taxes payable in 2021 through 2024

The proposed new referendum revenue authorization would be applicable for ten years unless otherwise revoked or reduced as provided by law.



YES

Shall the increase in the revenue proposed by the board of Independent School District No. 282 be approved?



NO

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE
VOTING FOR A PROPERTY TAX INCREASE.**

SCHOOL DISTRICT QUESTION 2
APPROVAL OF SCHOOL DISTRICT CAPITAL PROJECT
LEVY AUTHORIZATION

The board of Independent School District No. 282 (St. Anthony-New Brighton) has proposed a capital project levy in the amount of 6.198% of the net tax capacity of the school district for taxes payable in 2015 through 2024. The proposed capital project levy authorization will raise approximately \$450,000 for taxes payable in 2015, the first year it is to be levied, and would be authorized for ten years. The estimated total costs of the projects to be funded over that time period is approximately \$4,500,000. The projects to be funded have received a positive review and comment from the Commissioner of Education.

The money raised by the capital project levy authorization will be used to provide funds for the purchase, replacement and maintenance of curriculum and technology for school instruction.

YES

Shall the capital project levy authorization proposed by the board of Independent School District No. 282 be approved?

NO

**BY VOTING "YES" ON THIS BALLOT QUESTION,
YOU ARE VOTING FOR A PROPERTY TAX INCREASE.**

Optical scan ballots must be printed in black ink on white colored material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

6. The individuals designated as judges for the state general election shall act as election judges for this special election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections. The election must be canvassed by the school board between the third and the tenth day following the election.

7. If the capital project levy authorization proposed in School District Question 2 is approved, a capital project referendum account shall be created as a separate account in the general fund of the school district. All proceeds from the capital project levy must be deposited in the capital project referendum account. Interest income attributable to the capital project referendum account must be credited to the capital project referendum account. Money in the capital project referendum account may be used only for the costs of acquisition and betterment of the approved projects. The funds in the capital project referendum account may be accumulated and not be expended until sufficient funds are available, may be accumulated and not be expended until additional funds from a bond issue are available, or may be expended on an ongoing basis for approved project costs. Any funds remaining in the capital project referendum account that are not applied to the payment of the costs of the approved projects before their final completion shall be transferred to the school district's debt redemption fund.

The motion for the adoption of the foregoing resolution was duly seconded by Laura Oksnevad and upon vote being taken thereon the following voted in favor thereof: Mike Volna, Don Siggelkow, Leah Slye, Andrea Scamehorn, Laura Oksnevad, and Barry Kinsey.

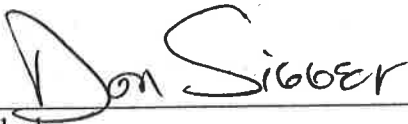
and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF HENNEPIN)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 282 (St. Anthony-New Brighton), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of a special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 6th day of August, 2014.



Clerk