

SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
September 28, 2026
Regular Meeting - 6:30 p.m.
District Office
4115 Ambassador Blvd.
St. Francis MN 55070
M I N U T E S

The regular meeting was called to order by Board Chair Burr at 6:30 p.m. with the following members present: Directors, Rob Schoenrock, Chad Working, Jessica Bakken-Kleven, and Jake Humphrey, and Jill Anderson. Superintendent Karsten Anderson was present. Director Annette West participated remotely via:
<https://meet.google.com/srk-sayv-hfd?authuser=0&hs=122>

Call to Order – Pledge of Allegiance

Motion to approve the agenda

Motion was made by Ms. Anderson, second by Mr. Working to approve the agenda.
Motion carried 7-0.

Saints Star Award Recognition

Chair Burr recognized Tony Hoglund.

Consideration of Visitors

Community member Richard Klabecek addressed the board.

Staff member Michael Ross addressed the board.

Consent Agenda

Mr. Burr asked if any School Board member wanted to remove any items from the consent agenda.

Motion was made by Ms. Anderson, second by Mr. Working to approve the consent agenda.

Roll Call Vote:

Mr. Schoenrock: aye

Mr. Working: aye

Mr. Burr: aye

Ms. Bakken-Kleven: aye

Mr. Humphrey: aye

Ms. Anderson: aye

Ms. West: aye

Motion carried: 7-0.

A. THAT the Regular School Board Meeting Minutes of September 14, 2026 be approved as presented.

B. THAT the Routine Personnel Items be approved as presented.

NEW EMPLOYMENT									
Name	Position	Replaceme nt for	Site	Position Status	Days/ Year	Hrs / Day	Salar y Level	Wage	Effecti ve
Arneson , Jack	Teacher, SpEd	Kayla Biegler	EBES	CONT	186	8	MA/E 3	\$65,97 8	08/31/2 6
Biesiada , Nancy	Education al Assistant, Recess	Lauren Bailey	CCE S	CONT	171	2.5	Level II, Step 7	\$18.14	09/08/2 6
Irwin, Jocelyn	Education al Assistant, SpEd	Hunter Porter	CCE S	CONT	171	6.5	Level III, Step 12	\$19.87	09/21/2 6
Minikus, Julia	Teacher, FACS	Caryl Bunkowski	SFHS	CONT	186	8	BA/E 1	\$49,86 6	08/31/2 6
Schultz, Alexand ra	Grounds/ Custodian	Bruce Markow	MAI N	CONT	261	8	Step 2	\$21.47	09/22/2 6
Serres, Erin	Education al Assistant, Recess	Sandra Gallagher	CCE S	CONT	171	2.5	Level II, Step 6	\$17.80	09/08/2 6
Spreigl, Shawn Marie	Education al Assistant, Recess	Pamela Parson	SFES	CONT	171	2.75	Level II, Step 6	\$17.80	09/08/2 6
Vasquez, Chase	Strength and Conditioni ng	Amanda Schoening	SFHS	TEMP	60	2.5	Sched C, K-3	\$2,109	09/22/2 6
INTERNAL TRANSFERS									
Name	Current Position/ Location	Current Days/Hr s	Curren t Salary	New Position/ Location		Days/ Hrs	New Salary	Effecti ve	
Ostmoe, Kallee	EA/Transportatio n	171/3.50	17.80	EA/SPED		171/6.50	19.52	9/28/20 6	
LEAVES OF ABSENCE									
					Expected Duration		Most recent assignment		

Name	Position	Location	From	To	Days/ Year	Hrs/ Day
Buss, Dereck	Counselor	SFHS	09/14/202 6	11/06/2026	186	8
Coleman , Paul	Teacher	SFHS	11/11/202 6	02/03/2027	186	6
Englund , Kayla	Nutrition Services	SFMS	08/31/202 6	09/17/2026 INITIAL/RETU RN	171	3.75
Hendric ks, Stephani e	Teacher	SFES	09/11/202 6	09/28/2026	186	8
Loukine n, Jake	Teacher	SFHS	01/04/202 7	04/02/2027	186	8
Edlund, Maysen	Educational Assistant (.78 FTE)	SFHS	09/08/202 6	10/30/2026	171	6.75
Tighe, Vincente	Custodian	SFES	09/29/202 6	10/12/2026	261	8
RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION						
Name	Position	Site	Reason		Effective	
Allen, Leah	Nutrition Services	SFES	Resignation		06/03/2026	
Pounder, Lesly	Educational Assistant	SFHS	Retirement		12/03/2026	
Swanson , Hailey	Educational Assistant	SFMS	Resignation		06/03/2026	
Ziebart, Mollie	Educational Assistant	EBES	Resignation		09/30/2026	

C. THAT the Acknowledgement of Gifts be approved as presented.

D. THAT the Extended Trip Request – SFHS Student Council, be approved as presented.

E. THAT the Extended Trip Request – DECA, be approved as presented.

Information Items and Reports

Nutrition Services Report

Wendy Klobe, Nutrition Services Program Supervisor provided the board with an update of the Nutrition Services Department. Ms. Klobe answered questions from board members.

Constitutional Amendment Information

Superintendent Karsten Anderson shared information regarding the constitutional amendment question that will be on ballots in November.

First Reading: Policy 508

Brandon Nelson, Director of Human Resources provided the board with updated district policies. Action will be taken at a subsequent board meeting.

Administrative Report

Superintendent Karsten Anderson provided an update on administrative matters. Mr. Anderson answered questions from school board members.

Action Items

Approval of Preliminary Levy Certification

Motion was made by Ms. Anderson, second by Mr. Working to approve the maximum levy certification.

Motion carried: 7-0.

Upcoming Meetings and Preliminary Topics

Superintendent Anderson keeps a 12-month calendar with important issues to track throughout the year. The calendar is included in the Board packet.

School Board Member Reports

Reports were provided by Directors Schoenrock, Working, Humphrey, Bakken-Kleven, West, Anderson, and Chair Burr.

Motion to adjourn made by Mr. Working, second by Ms. Anderson

Motion carried: 7-0.

Meeting was adjourned at 7:30 PM.

Rob Schoenrock, School Board Clerk