SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT No. 15
St. Francis, Minnesota
November 9, 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, Annette West, Jessica Bakken-Kleven, Jake Humphrey, and Jill Anderson. Superintendent Karsten Anderson was present. Director Chad Working was not present.

Call to Order – Pledge of Allegiance

Motion to approve the agenda
Motion was made by Ms. Anderson, second by Mr. Schoenrock to approve the agenda.
Motion carried 6-0.

Consideration of Visitors
None this evening.

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 Ms. Bakken-Kleven to approve the consent agenda.
Roll Call Vote:
Mr. Schoenrock: aye
Mr. Burr: aye
Ms. Bakken-Kleven: aye
Mr. Humphrey: aye
Ms. Anderson: aye
Ms. West: aye
Motion carried: 6-0

A. THAT the Regular School Board Meeting Minutes of October 26, 2026 be approved as presented.
B. THAT the Routine Personnel Items be approved as presented.

NEW EMPLOYMENT

Name	Position	Replacement for	Site	Position Status	Days/ Year	Hrs / Day	Salary Level	Wage	Effective
Becker, Jan	Helper Server	Debra Callison	SFES	CONT	171	3.25	A11, Step 6	$18.25	11/2/26
Cronky, Kimberly	Educational Assistant, SpEd	Kayla Bramhall	SFMS	CONT	171	6.75	Level III, Step 14	$20.61	10/28/26
Gagne, Stephanie	Basketball Coach 9th Grade	Anissa Krause	SFHS	CONT	60	2.5	Sched C, G-3	$4,383	10/19/26
Gerlach, Nicholas	Strength and Conditioning, Winter (.6)	Tracy Torson	SFHS	CONT	60	2.5	Sched C, K-3	$3,516	11/9/26
Holland, Jori	OP/ Delivery Specialist	Kari Mensink	MAIN	CONT	261	OP-5 DS-3	OP-B22, Step 9/ DS-Unaff	OP-$22.97 DS-$22.00	10/26/26
Holzman-Schneider, Nicole	Kitchen Assistant	Margaret Cull	EBES	CONT	171	7.5	A12, Step 7	$19.69	11/2/26
Johnson, Kaitlyn	Educational Assistant, SpEd	New Position	CCES	CONT	171	6.5	Level III, Step 13	$20.21	10/19/26
Marier, Laurel	Teacher, ASD	Abby Barta	CCES	CONT	171	8	BA/ E2	$57,294	9/16/26
Youngquist, Imagine	Cleaner	Bryan Bottema	ECFC	CONT	261	8	Cleaner, Step 3	$20.42	10/22/26

INTERNAL TRANSFERS

Name	Current Position/ Location	Current Days/ Hrs	Current Salary	New Position/ Location	Days/ Hrs	New Salary	Effective

LEAVES OF ABSENCE

			Expected Duration		Most recent assignment	
Name	Position	Location	From	To	Days/ Year	Hrs/ Day

Beck, Karen	Educational Assistant	CCES	09/23/26	12/16/2026	171	6.5
Berg, Brittney	Teacher	SFES	10/14/26	11/04/2026 RETURNED	186	8
Carlson, Timothy	Custodian	SFMS	4/09/26	11/02/2026 EXTENDED/ RETURN	261	8
Jaffe, Julie	Educational Assistant	SFES	10/22/26	11/10/2026 RETURNED	171	6.5
LaRoque, Paige	Teacher	ECFC	12/11/26	04/23/2027	186	8
Rowe, Christine	Nutrition Services	SFLC	10/19/26	11/2/2026 RETURNED	171	7
Stenberg, Deb	Teacher	EBES	10/26/26	12/04/2026	186	8
Van DenBurgh, Lily	Educational Assistant	ECFC	10/20/26	12/01/2026	171	4.75

RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION

Name	Position	Site	Reason	Effective
Jones, Theja	Educational Assistant	CCES	Resignation	10/23/2026
Lewis, Emily	Director - One Act Play	SFHS	Resignation	10/14/2026
Torson, Tracy	Winter Strength Coach	SFHS	Resignation	10/27/2026
Urang, Cheryl	Driver	TRAN	Resignation REVISED	10/27/2026
Webber, Jada	Educational Assistant	EBES	Resignation	11/13/2026

C. THAT the Disbursements be approved as presented.
D. THAT the Acceptance of Gifts be approved as presented.
E. THAT the Extended Trip Request – Wrestling be approved as presented.

Information Items and Reports

SFHS Student Council Report

There was not a student representative available for this evening's meeting. No report was provided.

Student Services Report

Deb Parson, Director of Student Services, provided the board with an update of the Student Services Department. Ms. Parson answered questions from board members.

Elementary Schools Site Report
Elementary principals Melissa Kivi, Karla Winter, and Jamie Studnicka presented the board with an update of district elementary schools. Ms. Kivi, Ms. Winter and Mr. Studnicka answered questions from board members.

Fundraising Report
Superintendent Karsten Anderson provided the board with a summary of district fundraising requests.

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

Action Items
Resolution Canvassing Returns of Vote of School District General Election
Motion was made by Ms. Anderson, second by Ms. Bakken-Kleven to approve the resolution.
Roll Call Vote:
Mr. Schoenrock: aye
Mr. Burr: aye
Ms. Bakken-Kleven: aye
Mr. Humphrey: aye
Ms. Anderson: aye
Ms. West: aye
Motion carried: 6-0.

Resolution Authorizing Issuance to Certificates of Election and Directing the School District Clerk to Perform Other Election-Related Duties
Motion was made by Ms. Anderson, second by Ms. Bakken-Kleven to approve the resolution.
Roll Call Vote:
Mr. Schoenrock: aye
Mr. Burr: aye
Ms. Bakken-Kleven: aye
Mr. Humphrey: aye
Ms. Anderson: aye
Ms. West: aye
Motion carried: 6-0.

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, Humphrey, Bakken-Kleven, West, Anderson, and Chair Burr.

Motion to adjourn made by Ms. Anderson, second by Ms. Bakken-Kleven.
Motion carried: 6-0.

Meeting was adjourned at 7:19 PM.

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Rob Schoenrock, School Board Clerk