

**INDEPENDENT SCHOOL DISTRICT NO. 831**  
**Forest Lake, Minnesota**  
**REGULAR SCHOOL BOARD MEETING**

September 3, 2020

---

The regular meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by Member Peterson at 7:00 p.m. on Thursday, September 3, 2020, at the Forest Lake District Office. Roll was called and the following members were present: Julie Corcoran, Alex Keto, Kate Luthner, Jeff Peterson, Gail Theisen and Superintendent Steve Massey, ex officio. Members absent: Jill Olson, Robert Rapheal

Member Keto made a motion to approve the meeting agenda. The motion was 2<sup>nd</sup> by Member Theisen. All members present voted aye. The motion carried.

**4. SCHEDULED / UNSCHEDULED VISITORS:**

No public comments were presented.

Listening Session: Members Peterson and Theisen reported there was one attendee. Joel Hall attended to discuss the first days of school.

**5. STUDENT ACHIEVEMENT:**

Forest Lake Elementary Principal Kenny Newby updated us on the FLE Safe Space Response Team. A Power Point was utilized to show goals, needs, and data from last year's incidents. We have to break the cycle and utilize the "If you see something, say something" mentality. Different methods of support that staff are using with students and other staff were shown. This plan has been shared within the district and is going to be utilized in other buildings as well.

Community Education presented an update on the fall 2020 virtual courses being offered.

**6. REPORTS:**

Workshop/Conference – Nothing reported

916 – Member Olson, absent

City of Forest Lake – Member Keto noted that the November election has Mara Bain running for Forest Lake mayor, and Sam Husnik is running for a Council Seat. The Hwy. 97 road construction roundabout has been completed.

Superintendent's Report – Dr. Massey gave an update on school opening related items. The current COVID-19 case counts were gone over. The district remains in the second band of learning recommendations, this calls for in person learning for elementary students and hybrid learning for secondary students. The recent staff in-service revolved around equity in our schools with keynote addresses by Dr. Hedy Walls & Dr. Ramon Pastano. The Equity Innovation Lab sessions have been planned with upcoming meeting dates.

**7. CONSENT AGENDA ITEMS:**

Member Theisen moved to approve agenda items 7.1-7.5, the motion was 2<sup>nd</sup> by Member Keto. By roll call vote, all members present voted aye. The motion carried.

7.1 Approved the Minutes of July 30, August 6 and August 20, 2020.

7.2 Approved the bills as of September 3, 2020.

7.3 Approved Classified Personnel:

**Authorization of Transfer**

- Anderson, Laisha - from Training Driver to Regular Route Driver 27.5 hours per week and 37 weeks per year, effective September 8, 2020
- Black, Jody - from School Bus Trainee to Route Driver, 32.5 hours per week and 37 weeks per year, effective September 8, 2020
- Childers, Grace - ECFE Teaching Assistant from the Ed Center to Columbus, 34.25 hours per week and 31 weeks per year, effective August 24, 2020
- Chouinard, Lee - ECFE Teaching Assistant II from the Ed Center to Wyoming 34.25 hours per week and 30 weeks per year, effective August 24, 2020
- Clauson, Amy - School Bus Driver from 32.75 to 37.50 hours per week and 37 weeks per year, effective September 8, 2020
- Coberley, Lauren - Health Care Specialist from Wyoming Elementary to Senior High, 30 per week and 37 weeks per year, effective September 8, 2020
- Dunn, Jessica - Preschool Educator from the Education Center to Linwood Elementary, 28.5 hours per week and 31 weeks per year, effective August 24, 2020
- Fontaine, Kim - from ECFE Teaching Assistant to Preschool Educator at the Education Center, 17.50 hours per week and 30 weeks per year, effective August 24, 2020
- Fore, Maria - Technologist Specialist from FLE/FVE to the Senior High, 40 hours per week & 48 weeks per year, effective August 10, 2020
- Hill, Cliff - School Bus Driver, from 32.75 to 37.50 hours per week and 37 weeks per year, effective September 8, 2020
- Jents, Patricia - ECFE Teaching Assistant II at the Ed Center from 19.25 to 24.5 hours per week and 30 weeks per year, effective August 24, 2020
- Johnson, Kim - from School Bus Trainee to Route Driver, 30 hours per week and 37 weeks per year, effective September 8, 2020
- Knies, Tanya - from Special Education Paraprofessional II at Wyoming Elementary to Behavior Intervention Specialist at Linwood, 37.5 hours per week and 37 weeks per year, effective September 8, 2020
- Knutson, Katie - from Special Education Paraprofessional at the Education Center to Behavior Intervention Specialist District Wide, 37.5 hours per week and 37 weeks per year, effective September 8, 2020
- Larson, Natasha - from Substitute to School Bus Aide 37.5 hours per week and 37 weeks per year, effective September 8, 2020
- Larson, Amber - from Substitute to School Bus Aide 27.5 hours per week and 37 weeks per year, effective September 8, 2020
- Manni, Amy - ECFE Teacher Assistant II at Wyoming Elementary from 10 hours per week and 31 weeks per year to 25.5 hours per week and 30 weeks per year, effective August 24, 2020
- Martin, Billie-Jo - Technology Specialist from FLACS/Scandia to FLACS, Forest View & Forest Lake Elementaries, 40 hours per week and 48 weeks per year, effective August 10, 2020
- Martins, Aimee - from Community Education Office Assistant III at the Education Center to Student Services Office Assistant IV at the Senior High, 40 hours per week and 37 weeks per year, effective September 3, 2020

- McReynolds, Marilyn - Technology Specialist from Columbus/Lino Lakes to Scandia/Columbus/Linwood Elementaries, 40 hours per week and 48 weeks per year, effective August 10, 2020
- Mercier, John - from School Bus Trainee to Trip Driver, 40 hours per week and 37 weeks per year, effective September 8, 2020
- Mohr, Tammy - ECFE Teaching Assistant II at Columbus from 25.75 to 25.5 hours per week and 30 weeks per year, effective August 24, 2020
- Muller, Allison - Noon Duty Supervisor at Wyoming Elementary, from 17.5 to 25 hours per week and 37 weeks per year, effective September 8, 2020
- Peters, Karen - from Route Driver to Substitute Bus Driver, effective September 17, 2020
- Peterson, Paul - School Bus Aide from 32.75 to 37.50 hours per week and 37 weeks per year, effective September 8, 2020
- Proulx, Danielle - Noon Duty Supervisor at Wyoming Elementary, from 17.5 to 25 hours per week and 37 weeks per year, effective September 8, 2020
- Redepenning, Rachel - Behavior Intervention Specialist from District Wide to Wyoming Elementary, 37.5 hours per week and 37 weeks per year, effective September 8, 2020.
- Rose, Karen - from School Bus Trainee to Route Driver, 32.5 hours per week and 37 weeks per year, effective September 8, 2020
- Saunders, Julie - From Preschool Educator at the Ed Center to Teaching Assistant II at Columbus, 20.75 hours per week and 30 weeks per year, effective August 24, 2020
- Seim, Mackenzie - From Special Education Paraprofessional at Columbus to Behavior Intervention Specialist District Wide, 37.5 hours per week and 37 weeks per year, effective August 31, 2020
- Sparr, Michelle - from School Bus Trainee to Route Driver, 32.5 hours per week and 37 weeks per year, effective September 8, 2020
- Tessier-Schak, Anne - ECFE Teaching Assistant II at Columbus from 23.5 to 20.5 hours per week and 30 weeks per year, effective August 24, 2020
- Tillman, Rhonda - from Trip to School Bus Driver, 37.5 hours per week and 37 weeks per year, effective September 8, 2020
- Ulvin, Michelle - Technology Specialist from Wyoming/Linwood to Wyoming/Lino Lakes Elementaries, 40 hours per week and 48 weeks per year, effective August 10, 2020
- Welty, Magdalena - ECFE Preschool Educator from the Ed Center to Columbus, 35 hours per week and 31 weeks per year, effective August 24, 2020
- Wessberg, Christopher - Behavior Intervention Specialist from Forest Lake/Forest View split to Forest Lake Elementary, 37.5 hours per week and 37 weeks per year, effective September 8, 2020

#### Leave of Absence

- Baber, Donald - School Bus Driver for the 2021 school year
- Boerem, Mary - Special Education Paraprofessional at the Middle School for the 2021 school year
- Bracht, Diana - Special Education Paraprofessional at the Middle School for the 2021 school year
- Nielson, Cheryl - Special Education Paraprofessional at Lino Lakes Elementary for the 2021 school year

**Recommendation of Employment**

- Beynon, Lisa - Special Education Paraprofessional at the Middle School, 30 hours per week and 37 weeks per year, effective September 8, 2020
- Dironca, Nic - Technology Specialist at the Senior High, 40 hours per week and 52 weeks per year, effective August, 31, 2020
- Erickson, Jessica L. - Noon Duty Supervisor at Wyoming Elementary, 17.5 hours per week and 37 weeks per year, effective September 8, 2020
- Gunderson, Sara- Early Childhood Family Education Teaching Assistant II, 34.25 hours per week and 30 weeks per year, effective August 24, 2020
- Hintz, Jennifer - Noon Duty Supervisor at Columbus Elementary, 12.5 hours per week and 37 weeks per year, effective September 8, 2020
- Juker, Cheri- Early Childhood Special Education Paraprofessional at the Education Center, 30 hours per week and 37 weeks per year, effective September 8, 2020
- Kaufman, Kristin - Noon Duty Supervisor at Wyoming Elementary, 17.5 hours per week and 37 weeks per year, effective September 8, 2020
- Lepper, Syrece - Behavior Intervention Special at Lino Lakes Elementary, 37.5 hours per week and 37 weeks per year, effective September 8, 2020
- Lukas, Shannon - ECFE Preschool Educator at Wyoming Elementary, 38 hours per week and 30 weeks per year, effective August 24, 2020
- Maloney, Ashley- School Age Childcare Site Manager at Scandia Elementary, 40 hours per week and 52 weeks per year, effective August 31, 2020
- Pandya, Bansari - Early Childhood Family Education Teaching Assistant II, 9 hours per week and 28 weeks per year, effective August 24, 2020
- Sievers, Amanda - Behavior Intervention Special at Forest View Elementary, 37.5 hours per week and 37 weeks per year, effective September 8, 2020
- Viner, Angela - Noon Duty Supervisor at Scandia Elementary, 17.5 hours per week and 37 weeks per year, effective September 8, 2020
- Wirtz, Adam - Noon Duty Supervisor at Columbus Elementary, 12.5 hours per week and 37 weeks per year, effective September 8, 2020
- Yang, Linda - ECFE Preschool Educator at the Ed Center, 20.75 hours per week and 30 weeks per year, effective August 24, 2020

**Resignation(s)**

- Brink, Lori - School Age Childcare Program Aide at Forest View Elementary, effective August 28, 2020
- Cable, Jolene - School Age Childcare Program Aide at Forest View Elementary, effective August 19, 2020.
- Carey, Tina - School Age Childcare Program Aide at Wyoming Elementary, effective August 28, 2020
- Halliday, Ashley- School Age Childcare Program Aide at Linwood Elementary, effective August 28, 2020
- Kotak, Jalpa - ECFE Teaching Assistant at the Education Center, effective April 5, 2020
- Kurucz, Ilona - Cook Helper at Wyoming Elementary, effective June 5, 2020
- Leete, Frederick - School Bus Driver, effective June 5, 2020
- Morey, Cindy - Cook Helper at the Senior High, effective August 27, 2020
- Olson, Brooke - Special Education Paraprofessional at Early Childhood Special Education, effective August 21, 2020
- Salak, Kelly - Special Education Paraprofessional at Early Childhood Special Education, effective June 5, 2020

- Thiele, Kirsten - Special Education Paraprofessional at ECSE, effective June 5, 2020

### **Retirement(s)**

- Carpenter, LeeAnn - School Bus Driver, effective September 1, 2020
- Nelson, Jeanie - School Bus Driver, effective September 1, 2020
- Stuber, Kathy - Early Childhood Family Education Teacher Assistant, effective August 19, 2020
- Zahradka, Cheryl - School Bus Aide effective September 1, 2020

#### 7.4 Approved Licensed Personnel:

### **Unpaid Leave(s) Of Absence (LOA)**

- Klausen, Fran: 415 LOA for 20-21 sy

### **Non-Curricular Assignment(s)**

- Brett, Amanda: Asst Girls' Swim (SR)
- Evans, Abbigael: 7/8 Head Girls' Tennis (SR)
- Haggerty, Christopher: Asst Girls' Soccer (SR)
- Holmes, Trent: Head Girls' Soccer (SR)
- Jones, Kimberly: Head Girls' Swim (SR)
- Proulx, Danielle: 9th Grade Girls' Swim (SR)
- Raaen, Philip: Asst Girls' Tennis (SR)
- Richardson, Andrew: Head Boys' Cross Country (SR)
- Shortly, Violet: Head Girls' Tennis (SR)
- Welch, Deborah: Asst Girls' Swim (SR)

### **Employment**

- DePrez, Kathryn: Parent Educator @ 5.25 hpd & 29 wpy effective 8/24/20
- Grummons, Jenna: 1.0 FTE effective 20-21 sy
- Hults, Hailey: 1.0 FTE effective 20-21 sy
- McDonald, Kyle: 1.0 FTE effective 20-21 sy
- Patterson, Eleanor: 1.0 FTE effective 20-21 sy
- Prosser, Alyssa: 1.0 FTE effective 20-21 sy

### **Release From Contract**

- Carter, James: effective 8/26/20
- Lee, Deborah: effective 8/24/20

### **Change In Status/FTE**

- Bahr, Kerrie: from .67 FTE to 1.0 FTE for 20-21 sy only
- Burhans, Jacob: from .64 FTE to 1.0 FTE for 20-21 sy only
- Honebrink, Serese: from .58 FTE to 1.0 FTE for 20-21 sy only
- Larson, Kelly: from .67 FTE to 1.0 FTE for 20-21 sy only
- Steffen, Chase: from .68 FTE to 1.0 FTE for 20-21 sy only

7.5 Donations: Member Keto thanked the organizations providing donations totaling \$3,207.04.

8. ACTION ITEMS:

8.1 Member Theisen moved, 2<sup>nd</sup> by Member Corcoran to Approve the Proposal to Close Enrollment at the Student Transition Education Program (STEP). By roll call vote all members present voted aye. The motion carried.

8.2 Member Keto moved, 2<sup>nd</sup> by Member Luthner to Approve the Recommendation to Award Bid for CLC Demolition and Remodeling Project Including Forest View Elementary HVAC Controls. By roll call vote all members present voted aye. The motion carried.

8.3 Member Theisen moved, 2<sup>nd</sup> by Member Corcoran to Approve Revised Long Term Facilities Maintenance Revenue Plan for Forest Lake Area Schools ISD #831. By roll call vote all members present voted aye. The motion carried.

DISCUSSION ITEMS: Member Theisen recognized Human Resources for their efficiency during this busy time. She also recognized Kathy Stuber for her retirement from early childhood.

COMMUNICATIONS: The School Board reviewed communications and upcoming dates.

As there was no further business, Member Theisen moved, 2<sup>nd</sup> by Member Keto to adjourn. All members present voted aye and the meeting adjourned at 8:02 p.m.

\_\_\_\_\_  
Jeff Peterson, President

\_\_\_\_\_  
Kate Luthner, Clerk

Approved Date: 10/01/2020