

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

October 6, 2016

The meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by President Rob Rapheal at 7:00 p.m. on Thursday, October 6, 2016, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Julie Corcoran, Dan Kieger, Luke Odegaard, Jill Olson, Robert Rapheal, Gail Theisen, and Superintendent Linda Madsen, ex officio. Member Morehead was absent.

The meeting agenda was reviewed and no changes were made.

4. VISITORS:

Listening Session: Member Rapheal reported no visitors attended the Listening Session.

5. STUDENT ACHIEVEMENT:

Forest Lake Senior High School Principal Steve Massey reported on the Bring Your Own Device initiative piloted in the 2015-2016 school year. He stated that although devices are not required, they are considered a necessary school supply item for all students. FLHS educators Lee Anne Brockman, Corrine Braton, Larry Tietje and Mike Miron reported on how technology is changing the way students are learning. Additionally, two technology team students spoke about the technology course they are taking at the high school and are also receiving college credit for.

Special Education Director Kelly Lessman showed an iMovie highlighting services offered from birth (Early Childhood) through age 21 (STEP).

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: Growing TEFFLA at Waldoch Farm, basketball events, football, tennis and volleyball games, Homecoming is tomorrow night, PTO meeting, Masonic Breakfast for Coats for Kids, Powderpuff game, groundbreaking ceremony, and the Lino Lakes 5K.

6. REPORTS:

Communications Committee – Member Corcoran reported the committee received a Reshaping Opportunities for Success 2015-2020 update, talked about Bring Your Own Device at the high school, talked about the *School Connections* newsletter coming in January, talked about the district website, groundbreaking events and bullying prevention.

Buildings & Grounds Committee – Member Olson reported the committee reviewed the list of recent completed building tasks.

Policy Committee – Member Olson reported the committee reviewed the Family & Medical Leave Policy 428, Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414, and Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522 all on tonight’s agenda.

Equity Alliance MN – No report due to Member Morehead’s absence.

Staff Welfare Committee – Member Rapheal reported the committee discussed facilities, enrollment, budget, and received a legislative update.

Finance Committee – Member Rapheal reported the committee received an enrollment and budget update.

City of Forest Lake – Member Kieger stated the next meeting is Monday night.

916 – Member Theisen reported the committee meets the 2nd Wednesday of every month. The 916 Foundation gave the 2015-2016 annual report, received a construction update on two projects, established Board committees and approved the 916 Q Comp Plan.

Reshaping Opportunities for Success 2015-2020 – Business Director Larry Martini gave a project update reviewing completed and future work, and briefly talked about the Resolutions to Set Sale Date for General Obligation Building Bonds Series 2016B, and Refunding Bonds Series 2016, which are on tonight’s agenda.

Superintendent’s Report: Dr. Madsen commented on the Tuesday incident at Southwest Junior High and that school and county investigations are in process, which are standard. She said staff and members of the swim team retained composure during the rescue and responded with skill and compassion. She offered her thanks to students and staff during such a difficult time and said thoughts and prayers are with the gentleman’s family and friends.

Homecoming is tomorrow night, the Big Sing! is October 24 at the high school, the high school play, “The Addams Family” will run October 28-30 and November 4-6, October 18 is the City Council Candidate Forum at 6:00 pm at City Hall, and November 8 is Election Day. The “Growing TEFFLA at Waldoch Farm” was a successful event and close to \$50K was raised. Over 30 grants have been awarded thus far by TEFFLA and Linwood Elementary received the Fund-A-Grant this year. The Youth Service Bureau Black Tie to Blue Jean event raised \$24K.

Dr. Madsen thanked Captain Greg Weiss from the FLPD for working with staff regarding safety and security at all buildings, and for answering questions and offering guidance with the new security system.

Strategic Planning occurred last Tuesday and from that meeting three additional strategies and action teams were formed to address specific areas.

7. CONSENT AGENDA ITEMS: Member Theisen moved to approve Consent Agenda Items 7.1-7.4. The motion was seconded by Member Kieger. All members present voted aye and the motion carried.

7.1 Approved the Minutes of September 1 and 8, 2016

7.2 Approved the bills as of October 6, 2016

7.3 Approved Classified Personnel:

Retirement:

- Peterson, Dennis – Custodian III at Southwest Jr. High, effective January 2, 2017 after 37 years of service.

Resignation:

- Brandel, Jennifer – Cook Helper/Short Hour at Columbus Elementary, effective September 16, 2016.
- Hefta, Susan – Special Education Paraprofessional II at Southwest Jr. High, effective October 10, 2016.
- McGraw, Heather – School Bus Aide, effective September 26, 2016.
- Moore, Kelli – Noon Duty Supervisor I at Scandia Elementary, effective October 7, 2016.
- Murphy-Erickson, Robyn – Noon Duty Supervisor I at Forest Lake Elementary, effective September 30, 2016.
- Poradish, Nancy – Noon Duty Supervisor I at Columbus Elementary, effective October 28, 2016.
- Rothmeyer, Kaitlin – Noon Duty Supervisor I at Scandia Elementary, effective September 12, 2016.
- Schwab, Vicki – Cook Helper/Short Hour at Forest Lake Sr. High, effective September 23, 2016.
- Truax, Robert – School Bus Driver, effective October 7, 2016.

Recommendation of Employment:

- Adams, Becky – School Bus Aide, 5 hours per day and 37 weeks per year, effective September 13, 2016.

- Amlee, Joy – Cook Helper/Short Hour at Scandia Elementary, 3 hours per day and 175 days per year, effective September 19, 2016. (Open position)
- Carey, Thomas – School Bus Driver, 6 hours per day and 37 weeks per year, effective September 6, 2016.
- Carrick, Jaime – Substitute School Bus Driver, effective September 6, 2016.
- Christenson, Jill – Noon Duty Supervisor I at Scandia Elementary, 2.5 hours per day, 3 days per week and 35 weeks per year, effective September 27, 2016. (Open position)
- Dahly, Clare – Cook Helper/Short Hour at Wyoming Elementary, 2.5 hours per day and 175 days per year, effective September 26, 2016. (Open position)
- Gabbert, Dean - School Bus Driver, 5.5 hours per day and 37 weeks per year, effective September 6, 2016.
- Haluptzok, Rachel – School Bus Aide, 5 hours per day and 37 weeks per year, effective September 6, 2016.
- Hazlett, Karen – ECFE Office Assistant III at the Central Learning Center, 4 hours per day and 32 weeks per year, effective September 26, 2016. (Open position)
- Hendrickson, Brianna – Noon Duty Supervisor I at Linwood Elementary, 2 hours per day and 35 weeks per year, effective September 19, 2016. (Open position)
- Jankowski, Karla – Noon Duty Supervisor I at Scandia Elementary, 2.5 hours per day, 2 days per week and 35 weeks per year, effective September 26, 2016. (Open position)
- Johnson, Megan – Special Education Paraprofessional II at Forest Lake Sr. High, 6 hours per day and 37 weeks per year, effective September 6, 2016. (Open position)
- Keis, Amy – Noon Duty Supervisor I at Central Montessori Elementary, 2.5 hours per day and 35 weeks per year, effective September 12, 2016. (Open position)
- Knies, Tanya – Noon Duty Supervisor I at Wyoming Elementary, 3 hours per day and 35 weeks per year, effective September 19, 2016. (Open position)
- Lockwood, Jessica – School Age Care Program Aide at Lino Lakes Elementary, 2.75 hours per day and 40 weeks per year, effective September 6, 2016. (Open position)

- Nyhus, Gina – School Age Care Program Aide at Lino Lakes Elementary Steps Ahead, 5 hours per day and 40 weeks per year, effective September 8, 2016. (Open position)
- Pego, Lynette – IB Coordinator at Scandia Elementary, approximately 500 hours per year, effective September 6, 2016. (Open position)
- Peterson, Sandra – Noon Duty Supervisor I at Forest Lake Elementary, 2 hours per day and 35 weeks per year, effective September 8, 2016. (Open position)
- Peulen, Rawlin – Substitute School Bus Driver, effective September 15, 2016.
- Riepe, Mary – Noon Duty Supervisor I at Forest Lake Elementary, 2 hours per day and 35 weeks per year, effective September 15, 2016. (Open position)
- Ritchie, Jennifer – Noon Duty Supervisor I at Wyoming Elementary, 2.5 hours per day, 3 days per week and 35 weeks per year, effective September 12, 2016. (Open position)
- Stephenson, Tara – School Bus Aide, 5 hours per day and 37 weeks per year, effective September 6, 2016.
- Stephenson, Tara – Noon Duty Supervisor I at Wyoming Elementary, 2.5 hours per day, 2 days per week and 35 weeks per year, effective September 13, 2016. (Open position)
- Thorman, Cynthia – School Age Care Program Aide at Scandia Elementary, 2.5 hours per day and 40 weeks per year, effective September 19, 2016. (Open position)
- Warner, Jennifer – Noon Duty Supervisor I at Lino Lakes Elementary, 2 hours per day and 35 weeks per year, effective September 6, 2016. (Open position)
- Winkelman, Jennifer – Cook Helper/Short Hour at Forest Lake Sr. High, 3 hours per day and 175 days per year, effective September 19, 2016. (Open position)
- Zarzuela de Gess, Ana – School Bus Aide, effective September 6, 2016.

Authorization of Transfer:

- Angelo, Tracy – from AV Office Assistant III at Century Jr. High, 8 hours per day and 37 weeks per year to Community Education Administrative Assistant VI at the Central Learning Center, 8 hours per day and 52 weeks per year, effective September 26, 2016. (Open position)

- Bacigalupo, Kay – School Age Care Program Aide from Wyoming Steps Ahead, 3 hours per day to Wyoming Elementary, 2 hours per day and 40 weeks per year, effective September 12, 2016. (Open position)
- Braasch, Hollie – Cook Helper/Short Hour at Forest Lake Sr. High, from 3 hours per day to 3.5 hours per day and 175 days per year, effective October 4, 2016. (Open position)
- Berens, Julie – from Noon Duty Supervisor I at Linwood Elementary, 2 hours per day and 35 weeks per year to Title I Paraprofessional/Noon Duty Supervisor II at Linwood Elementary, Title I-2.5 hours per day, 4 days per week for approximately 32 weeks per year and Noon Duty-2 hours per day, 5 days per week for 37 weeks per year, effective September 9, 2016. (Open position)
- Cerwinske, Susan – from Cook Helper/Long Hour at Century Jr. High, 5 hours per day to Cook Helper/Long Hour at Lino Lakes Elementary, 6 hours per day and 178 days per year, effective September 26, 2016. (Open position)
- DeLong, Sharon – from Cook Helper/Short Hour at St. Peter’s Elementary, 2.5 hours per day and 175 days per year to Cook Helper/Long Hour at St. Peter’s Elementary, 4 hours per day and 178 days per year, effective September 26, 2016. (Open position)
- Ice-Andersen, Melinda – from Cook Helper/Long Hour at St. Peter’s Elementary, 4 hours per day to Cook Helper/Long Hour at Wyoming Elementary, 4 hours per day and 178 days per year, effective September 26, 2016. (Open position)
- Kohlhase, Gina – from Noon Duty Supervisor I at Forest Lake Elementary, 2 hours per day and 35 weeks per year to Special Education Paraprofessional II at STEP Project Search, 6 hours per day and 37 weeks per year, effective September 14, 2016. (Open position)
- Martin, Billee-Jo – Technology Support Specialist VI, from Scandia/Wyoming Elementary to the Central Learning Center/Scandia Elementary, 8 hours per day and 41 weeks per year, effective the 2016-2017 school year.
- Newland, Kristin – School Age Care Program Aide, 2 hours per day at Wyoming Elementary in addition to Central Montessori Elementary, 3.5 hours per day and 40 weeks per year, effective September 12, 2016. (Open position)
- Norgard, Tammy – from Cook Helper/Short Hour at Forest Lake Sr. High, 3.5 hours per day and 175 days per year to Cook Helper/Long Hour at Forest Lake Sr. High, 4 hours per day and 178 days per year, effective September 26, 2016. (Open position)

- Peterson, Sandra – from Noon Duty Supervisor I at Forest Lake Elementary, 2 hours per day and 35 weeks per year to Cook Helper/Short Hour at Columbus Elementary, 3.5 hours per day and 175 days per year, effective October 3, 2016. (Open position)

- Sodren, Brian – Technology Support Specialist VI, from Linwood/Wyoming Elementary to Linwood Elementary/Forest Lake Sr. High, 8 hours per day and 41 weeks per year, effective the 2016-2017 school year.

- Thibault, Melissa – Noon Duty Supervisor I at Lino Lakes Elementary, from 2 hours per day to 3 hours per day and 35 weeks per year, effective September 6, 2016. (Open position)

- Ulvin, Michelle – Technology Support Specialist VI, from the Central Learning Center to Wyoming Elementary, 8 hours per day and 41 weeks per year, effective the 2016-2017 school year.

- Vincent, Matthew – School Age Care Program Aide at Wyoming Elementary, from 2 hours per day to 4 hours per day and 40 weeks per year, effective September 19, 2016. (Open position)

Leave of Absence:

- Schostag, Henry – School Bus Driver, leave of absence from September 6, 2016 through October 10, 2016.

- Waldron, Laureen – School Bus Driver, leave of absence from September 20, 2016 through November 13, 2016.

Additional Positions:

- School Age Care Program Aide at Forest Lake Elementary, 2 hours per day and 40 weeks per year. This additional position to be paid for by Community Education.

- School Age Care Program Aide at Forest View Elementary, 4 hours per day and 40 weeks per year. This additional position to be paid for by Community Education.

- School Age Care Program Aide at Linwood Elementary, 2 hours per day and 40 weeks per year. This additional position to be paid for by Community Education.

- School Age Care Program Aide at Wyoming Elementary, 2 hours per day and 40 weeks per year. This additional position to be paid for by Community Education.

- School Age Care Program Aide at Wyoming Elementary, 4 hours per day and 40 weeks per year. This additional position to be paid for by Community Education.

Reduction of Positions:

- Kaisershot, Jo Anna – School Age Care Program Aide at Forest View Elementary, effective August 26, 2016.
- Locke, Sara – School Age Care Program Aide at the Central Learning Center Steps Ahead, effective August 26, 2016.
- Newton, Gloria - School Age Care Program Aide at Lino Lakes Elementary Steps Ahead, effective June 9, 2016.
- Sterbentz, Carey - School Age Care Program Aide at the Central Learning Center Steps Ahead, effective August 12, 2016.

7.4 Approved Licensed Personnel:
NON-CURRICULAR ASSIGNMENT(S):

1. Bautista, Eduardo: Asst WEB (SW)
2. Bell, Allix: Yearbook (SW)
3. Biljan, Crystal: Choir Director & .33 Head/Asst Musical (CEN/SW)
4. Blake, Ashley: .5 Head/Asst Student Council (SW)
5. Boegeman, William: History Day Club (SR)
6. Brothers, Genise: .9 Asst WEB (CEN)
7. Ellson, Alyssa: Head Choir Director (SR)
8. Haven, Elizabeth (Becky): .50 Head NHS (SR)
9. Heyer, Sharon: Head WEB (SW)
10. Holmquist, Renee: .5 Head NHS (SR)
11. Jurasin Jr, Joseph: .78 Head Weight Room (SR)
12. Kendrick, Paul: .22 Head Weight Room (SR)
13. Klawitter, Dawn: Asst Fall Adaptive Athletics (SR)
14. Kowarsch, Jennifer: SADD (SW)
15. Laqua, Maurya: Band Director (CEN)
16. Lexvold, Ian: .34 Head/Asst Musical (SW)
17. Link, Heidi: .5 Head/Asst LINK (SR)
18. Livermore, David: Head Orchestra Dir & Auditorium Mgr (SR)
19. Marn, Jeffrey: Weight Training Advisor & Strategy Club (CEN)
20. Matheson, Jacob: Band Director & Jazz Band Director (SW)
21. McDowell, Suzanne: .5 Head/Asst Student Council (CEN)
22. Mulroy, Kimberly: .5 Head/Asst Student Council & .33 Head/Asst Musical (SW)
23. Oachs, Adriane: .5 Head/Asst LINK (SR)
24. Peterson-Smoczyk, Cheryl: Head Fall Dance Team Head (SR)
25. Proulx, Danielle: Head Girls' Swim/Dive 7/8 (SR)
26. Schreiber, Pojanat: Orchestra Director (SW)

27. Schwartz, Keith: .5 Head/Asst Student Council (CEN)
28. Swerkstrom, Leslie: .9 Head WEB (CEN)
29. Tazell, Ann: Head FFA (SR)
30. Vojtech, Devon: Head Environmental Club (SR)
31. Wing, Kelly: Foreign Exchange Advisor (SR)
32. Worrall, Lori: .1 Head/Asst WEB (CEN)
33. Zimanske, Craig: .5 Head Student Council (SR)
34. Zumwalde, Barry: Head Band, Head Jazz Band, & Head Pep Band (SR)

AUTHORIZATION OF ADDITIONAL COACHING POSITION(S)

One Assistant Alpine Ski Coach (SR)

EMPLOYMENT:

1. Bystrom, Michelle: less than 600 hours for the 16-17 sy only
2. Cordie, Sarah: less than 600 hours for the 16-17 sy only
3. Musbach, Sara: 1.0 FTE effective 16-17 school year
4. Peterson, Amy: less than 600 hours for the 16-17 sy only
5. Rehfeld, Jessica: ECFE Parent Educator for approx 18.5 hpw & 31 wpy effective on or about 8/29/16
6. Ringaman, Kerri: less than 600 hours for the 16-17 sy only
7. Waldoch, Emily: 1.0 FTE effective 10/5/16

RESIGNATION/RETIREMENT:

Lurken, Kelli: resign effective 9/12/16 (currently on LOA)
O'Meara, Heather: resign from ABE effective 9/29/16

AUTHORIZATION OF NEW POSITION(S):

1. Two Title I Teachers @ Forest Lake Elem @ Less Than 600 Hours for the 2016-17 school year only (Michelle Bystrom & Amy Peterson)
2. One Title I Teacher @ Forest View Elem @ Less Than 600 Hours for the 2016-17 school year only (Sarah Cordie)
3. One Title I Teacher @ Linwood Elem @ Less Than 600 Hours for the 2016-17 school year only (Kerri Ringaman)

8. Donations: Member Odegaard moved, 2nd by Member Kieger to adopt the resolution and accept with appreciation the following donations: golfing equipment and books on China from Mrs. Doris Graf, Wyoming; toothbrush, toothpaste, floss and bookmark in carrying case from Lakes Dental Clinic, Forest Lake, to new 2016-2017 teachers valued at \$140.00; \$200.00 from R. Ramberg, FL, to FLAS Family Support; sub sandwiches from Jimmy Johns #864, FL, to Forest Lake Elementary for staff lunch valued at \$150.00; 5 backpacks of school supplies from FLEA to FLAS

Family Support valued at \$150.00; trombone from Randy Elkin, FL, to FLAS Elementary Band Program valued at \$200.00; a 6 drawer cart organizer valued at \$350.00 from Rebecca Watts, VA, Stephanie Hopper, TX, and two anonymous donors, to Wyoming Elementary – Aimee Ferguson’s 4th grade classroom; \$4910.05 from Forest View/Forest Lake Elementary PTA to Forest View Elementary for technology; school supplies valued at \$60.00 from Jennifer Millsap, Forest Lake, to Wyoming Elementary; \$6079.57 from FL Football Boosters to FLHS football team for payment of two coaches; \$28.00 from Trust, Reston, VA, to Century Jr. High; shells valued at \$150.00 from Bonnie Fandel, FL, to Wyoming Elementary; \$1000 from Wells Fargo Foundation, Mpls, to FLHS for student activities; school supplies valued at \$150.00 from Ross Orthodontics, FL, to Wyoming Elementary for student use. The following donations to Scandia Elementary IB World School: staff/student supplies valued at \$200.00 from Dee Boesel, Scandia; school supplies valued at \$50.00 from Lynn and Wren Brandenburg, Scandia; school supplies valued at \$100.00 and \$818.64 to provide dictionaries to all 3rd graders from Scandia Marine Lions, Scandia; school supplies valued at \$100.00 from Osceola Medical Center Employees, Scandia; and school supplies valued at \$50.00 from Ross Orthodontics, Forest Lake.

Member Morehead arrived at 8:30 pm.

All members voted aye and the motion carried.

9. OLD BUSINESS:

Member Kieger moved to Ratify Principals’ Agreement for the time period of July 1, 2015 through June 30, 2017. The motion was 2nd by Member Corcoran, by roll call vote all members present voted aye and the motion carried.

Member Theisen moved to Ratify Directors’ Agreement for the time period of July 1, 2015 through June 30, 2017. The motion was 2nd by Member Morehead, by roll call vote all members present voted aye and the motion carried.

President Rapheal called for a recess at 8:45 pm. The meeting reconvened at 8:54 pm. All members were present.

10. NEW BUSINESS:

First Readings on Policies: Family and Medical Leave Policy 428, Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522. These will be placed on the next agenda for Board action.

First Reading to Approve Resolution to Set Sale Date for General Obligation Building Bonds Series 2016B, and Resolution to Set Sale Date for General Obligation Refunding Bonds Series 2016. These will be placed on the next agenda for Board action.

11. COMMUNICATIONS: The School Board reviewed communications and upcoming calendar dates.

At 9:02 pm Member Kieger moved, 2nd by Member Corcoran to recess the regular meeting to go into closed session to discuss negotiation strategy for classified staff. All members voted aye and the meeting recessed. The closed meeting convened at 9:07 pm. Roll call was taken and all members were present.

At 9:26 pm Member Theisen moved, 2nd by Member Corcoran to go into open session. All members voted aye. At 9:27 pm the regular meeting was reconvened. Roll call was taken and all members were present.

As there was no further business, Member Olson moved, 2nd by Member Theisen to adjourn. All members present voted aye and the meeting adjourned at 9:28 pm.

Rob Rapheal

President

Gail Theisen

Clerk