

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

November 5, 2015

The regular meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by President Rob Rapheal at 7:02 p.m. on Thursday, November 5, 2015, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Julie Corcoran, Dan Kieger, Karen Morehead, Luke Odegaard, Jill Olson, Robert Rapheal, Gail Theisen, and Superintendent Linda Madsen, ex officio

The meeting agenda was reviewed and no changes were made.

4. VISITORS:

Listening session: Members Odegaard and Theisen reported no visitors at the Listening Session.

5. STUDENT ACHIEVEMENT:

Century Jr. High Principal Jacobson reported on things he's focusing on in his first year at Century, developing PLCs, and developing one jr. high program vs. two separate jr. high's.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: attending the *Wizard of Oz*, Haunted, Big Sing, FFA has a national championship, and community education has a lot of things going on. All members thanked the people that worked on the strategic plan, the community task force, the Vote Yes Committee, parents, administration, staff and voters for their efforts on the passing of the bond and getting out the vote.

6. REPORTS:

Finance Committee- Member Odegaard reported they reviewed the budget for fiscal year 15-16, expected enrollment is slightly down, received a legislative update and talked about the plan for Forest Lake at the upcoming legislative session and discussed the potential for an on-site health clinic and RFPs have been sent out.

Policy Committee – Member Olson reported they reviewed three policies on tonight's agenda: Workload Limits for Certain Special Ed Teachers, Student Sex Nondiscrimination, and Wellness.

Staff Welfare Committee – Member Kieger reported they received a bond update, reviewed a DMC study, received an enrollment update, reviewed the staffing schedule for 2016-17 and the legislative priorities and work for 2016.

City of Forest Lake – Member Theisen reported the Christmas tree lighting will be November 28, the last regular city council meeting reviewed the snow and ice policy and the next meeting is November 9.

916 – Member Theisen reported the group received a Teacher Child Interaction Training (TCIT) presentation, QComp was approved and the next step will be submitting an application, Supt. Hayes reviewed the member district annual report and Member Theisen handed the report out to board members. In December they plan to approve St. Francis School District to be a part of 916.

Buildings and Grounds – Member Morehead reported solar project panels are being installed, received bond projects update, and RFPs are out for an on-site health clinic.

EMID – Member Morehead reported Forest Lake hosted the EMID meeting last month and explained to them how we use our EMID funding.

Communications Committee- Member Morehead reported the committee looked at and discussed the most recent School Connections and the possibility of having them available in the community, the 4th postcard is going out for the bond election, reviewed the draft of the Hall of Fame booklets. C. Latady discussed the updated “Equity Portrait”, the increase of families in need across the district and food pantry spaces that have been set up at the high school and the ALC. There was discussion on the move to the new school website which is expected to occur in late November or early December.

Superintendent’s Report: Dr. Madsen thanked all those that have worked on so many components to getting the bond passed. Meetings will begin for bid process timelines and projects, construction will begin in April 2017 through August 2018 and moving will take place the 2018-2019 school year, CLC staff and students will occupy Southwest in the 2019-2020 school year, the CLC teardown will be in 2019, and elementary schools work will be done in three phases. Member Morehead asked for clarification on the CLC teardown.

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

7.1 Approved the Minutes of October 1 and 8, 2015

7.2 Approved the bills as of November 5, 2015

7.3 Approved Classified Personnel:

Resignation:

- Bebus, Nichol – Health Office Assistant IV at Forest Lake Elementary, effective October 29, 2015.
- Hernandez, Amy – School Age Care Program Aide at the Central Learning Center, effective October 1, 2015.
- Yost, Daniel – Substitute Bus Driver, effective September 18, 2015.

Recommendation of Employment:

- Bacigalupo, Kay – School Age Care Program Aide at Wyoming Elementary Steps Ahead, 3 hours per day and 40 weeks per year, effective October 21, 2015. (Open position)
- Bakke, Susan – Noon Duty Supervisor I at Scandia Elementary, 2.5 hours per day and 35 weeks per year, effective October 6, 2015. (Open position)
- Brier, Paige – ECFE Office Assistant IV at the Central Learning Center ECFE, 8 hours per day and 52 weeks per year, effective October 5, 2015. (Open position)
- Drury, Heidi – Title I Paraprofessional II at Linwood Elementary, 2.5 hours per day and 35 weeks per year, effective November 2, 2015 for the 2015-2016 school year only. (Open position)
- Doran, Pamela – Noon Duty Supervisor I at Wyoming Elementary, 2.5 hours per day and 35 weeks per year, effective September 17, 2015. (Open position)
- Ebert, Jessica – School Age Care Program Aide at the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective October 19, 2015. (Open position)
- Enfield, Diane – School Age Care Program Aide at the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective October 19, 2015. (Open position)
- Garnett, Jessica – School Age Care Program Aide at Wyoming Elementary Steps Ahead, 5 hours per day and 40 weeks per year, effective October 1, 2015. (Open position)

- Hamernick, Kathie – Special Education Paraprofessional II at Forest Lake Elementary, 6 hours per day and 37 weeks per year, effective September 30, 2015. (Open position)
- Hernandez, Amy – School Age Care Program Aide at the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective September 30, 2015. (Open position)
- Kaisershot, JoAnna – School Age Care Program Aide at Forest View Elementary, 2 hours per day and 40 weeks per year, effective October 19, 2015. (Open position)
- Kuusisto-Smith, Annette – Health Office Assistant IV at St. Peter’s Elementary, 3.5 hours per day and 35 weeks per year, effective November 2, 2015. (Open position)
- Ledvina, Julie – Cook Helper/Short Hour at Forest Lake Sr. High, 3 hours per day and 175 days per year, effective October 5, 2015. (Open position)
- Marleau, Hope – School Age Care Program Aide at Wyoming Elementary, 2 hours per day and 40 weeks per year, effective October 26, 2015. (Open position)
- Murphy-Erickson, Robyn – Noon Duty Supervisor I at Forest Lake Elementary, 2 hours per day and 35 weeks per year, effective October 1, 2015. (Open position)
- Nakazawa, Kyoko – School Age Care Program Aide at Lino Lakes Elementary, 2.5 hours per day and 40 weeks per year, effective September 23, 2015. (Open position)
- Olson, Marybeth – Preschool Educator at the Central Learning Center ECFE, 9.25 hours per week and 30 weeks per year, effective October 19, 2015.
- Petroske, Allyse – Cook Helper/Short Hour at Century Jr. High, 3 hours per day and 175 days per year, effective October 5, 2015. (Open position)
- Vincent, Matthew – School Age Care Program Aide at Wyoming and Linwood Elementary, 15.5 hours per week and 40 weeks per year, effective October 12, 2015. (Open position)

Authorization of Transfer:

- Bjornjeld, Kristine – School Age Care Program Aide at Forest View Elementary, from 4 hours per day to 4.25 hours per day and 40 weeks per year, effective September 8, 2015.
- DeWidt, Melissa – School Age Care Program Aide at Lino Lakes Steps Ahead, from 5 hours per day to 5.5 hours per day and 40 weeks per year, effective September 8, 2015.
- Gribbin, Sara – School Age Care Program Aide at Lino Lakes Elementary, from 4 hours per day to 4.5 hours per day and 40 weeks per year, effective September 8, 2015.
- Jankowski, Mark – School Age Care Program Aide at Forest View Elementary, from 4 hours per day to 4.5 hours per day and 40 weeks per year, effective September 8, 2015.
- LeMire, Rebecca – Special Education Paraprofessional II, from Linwood Elementary to Wyoming Elementary, 6 hours per day and 37 weeks per year, effective September 8, 2015.
- Lindberg, Angela – from Special Education Health Care Specialist IV at ECSE/District wide, 6 hours per day and 37 weeks per year to Health Office Assistant IV at Forest Lake Elementary, 6 hours per day and 37 weeks per year, effective October 29, 2015. (Open position)
- Locke, Sara – School Age Care Program Aide at the Central Learning Center Steps Ahead, from 3 hours per day to 3.5 hours per day and 40 weeks per year, effective September 13, 2015.
- Merrell, Judith – School Age Care Program Aide at Lino Lakes Steps Ahead, from 4 hours per day to 5.5 hours per day and 40 weeks per year, effective September 8, 2015.
- Mollet, Barbara - School Age Care Program Aide, from Wyoming/Central Learning Center to Central Learning Center Steps Ahead, 5.5 hours per day and 40 weeks per year, effective September 8, 2015.
- Onasch, Shelia – School Age Care Program Aide at Forest View Elementary, from 4.25 hours per day to 5 hours per day and 40 weeks per year, effective September 8, 2015.

- Pate, Jennifer – School Age Care Program Aide, from Lino Lakes Elementary to the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective September 8, 2015.
- Pepper, Lisa – School Age Care Program Aide, from the Central Learning Center to Wyoming Elementary Steps Ahead, 5 hours per day and 40 weeks per year, effective September 8, 2015.
- Ristrom, Karlyn – School Age Care Program Aide at Wyoming Steps Ahead, from 3 hours per day to 4.5 hours per day and 40 weeks per year, effective September 8, 2015.
- Stephenson, Tara – School Age Care Program Aide at Wyoming Elementary, from 5.5 hours per day to 5 hours per day and 40 weeks per year, effective September 8, 2015.

Leave of Absence:

- Blumenthal, Tracy – Cook Helper/Long Hour at Forest Lake Elementary, leave of absence from October 21, 2015 through October 30, 2015.
- Diemert, Sandra – School Bus Driver, leave of absence from October 2, 2015 through October 26, 2015.
- Dougherty, Kay – Cook Helper/Long Hour at Linwood Elementary, extend leave of absence from October 23, 2015 through November 30, 2015.
- Johnson, Heather – Health Office Assistant IV at Forest Lake Sr. High, leave of absence from January 18, 2016 through March 14, 2016.
- Mortimer, Shirley – Cook Helper/Short Hour at Lakes International Language Academy, leave of absence from September 29, 2015 through October 19, 2015.
- Olsen, Pamela – Cook Helper/Long Hour at Century Jr. High, leave of absence from October 7, 2015 through October 27, 2015.
- Owen, Karen – Title I Paraprofessional/Noon Duty Supervisor II at Forest View Elementary, leave of absence from September 29, 2015 through October 13, 2015.
- Reinhold, Kathryn – School Age Care Site Manager at Columbus Elementary, leave of absence from November 17, 2015 through January 3, 2016.
- Schultz, Patricia – School Bus Driver, leave of absence from October 5, 2015 through November 2, 2015.
- Seim, Sonja – Special Education Paraprofessional II at Forest Lake Sr. High, leave of absence from December 21, 2015 through February 5, 2016.
- Tarlizzo, Elizabeth – Noon Duty Supervisor I at Scandia Elementary, leave of absence from October 13, 2015 through November 6, 2015.
- Workman, Ruth – Title I Paraprofessional/Noon Duty Supervisor II at Linwood Elementary, leave of absence from October 5, 2015 through October 27, 2015.

Additional Positions:

- School Age Care Program Aide at Forest View 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.

7.4 Approved Licensed Personnel:

A. UNPAID LEAVE OF ABSENCE (LOA):

Lurken, Kelli: Unpaid LOA for approximate dates: 1/28/16 - 4/5/16

B. NON-CURRICULAR ASSIGNMENT(S):

1. Abrahamson, Tessa: Yearbook (FV)

2. Adams, Stephanie: .76 Dance Team Asst (SR)
3. Anderson, Alan: DECA Asst (SR)
4. Andresen, Robert: Asst Boys' Swim (SR)
5. Brischke, Andrea: Asst Girls' Basketball (SR)
6. Buck, John: Asst Girls' Basketball (SR)
7. Coleman, William: Asst Girls' Hockey (SR)
8. Conley, Brian: Girls' Basketball 9 (CEN)
9. Cremisino, Daniel: Head Boys' Basketball (SR)
10. Dahmes, Benjamin: Asst Wrestling (SR)
11. Eckert, Timothy: Head Girls' Basketball 8 (CEN/SW)
12. Ellefson, Sarah: Asst Alpine Ski (SR)
13. Elliot, Richard: Asst Wrestling 7/8 (SW)
14. Ellson, Alyssa: Choir Director (SR)
15. Fick, John: .30 Asst Boys' Hockey (SR)
16. Gutterman, Todd: Head Girls' Hockey (SR)
17. Hipp, James: .45 Asst Girls' Hockey & .43 Asst Boys' Hockey (SR)
18. Hoffmann, Ashley: Head Dance Team (SR)
19. Hogan, Anna: Gen Music Elem (FV)
20. Hoidal, Benjamin: Asst Boys' Basketball (SR)
21. Janiszewski, Jake: .5 Student Council (LW)
22. Johnson, David: .55 Asst Nordic Ski (SR)
23. Johnson, Deno: Head Nordic Ski (SR)
24. Johnson, Kelly R: .5 Head/Asst Ski Club (CEN)
25. Johnson, Michelle L: Head Girls' Basketball 7 (SW)
26. Johnson, Michelle Lynn: .35 Asst Drumline (SR)
27. Kapping, Anne: Jr High Weight Training (SW/CEN)
28. Kendrick, Paul: .20 Asst Boys' Hockey (SR)
29. Keto, Kevin: Asst Boys' Basketball (SR)
30. Kolbow, Brent: .90 Asst Wrestling (SR)
31. Kolbow, Jordan: .65 Asst Wrestling (SR)
32. Kunshier, Joseph: Head Wrestling (SR)
33. Lindemer, Grant: Head Alpine Ski (SR)
34. Lindholm, Morgan: Yearbook (LW)
35. Livermore, David: Auditorium Manage & Orchestra Director (SR)
36. Loo, Jonathan: Head Boys' Hockey (SR)
37. Mau, Joseph: Head Boys' Swim (SR)
38. Meier, Michael: Head Girls' Basketball 7 (CEN)
39. Mullen, Susan: .5 Student Council (LW)
40. Munkelwitz, Lucas: .20 Asst Wrestling & Wrestling 9 (SR)
41. Muntifering, Craig: .65 Asst Girls' Hockey (SR)
42. Oachs, Adriane: Asst Dance Team (SR)
43. Ostercamp, David: Asst Boys' Basketball (SR)
44. Rupar, Christopher: Asst Girls' Basketball (SR)
45. Schreiber, Pojanat: Orchestra (SW)
46. Schugel, Matthew: Asst Boys' Hockey (SR)
47. Shelafoe, Ricky: .90 Asst Girls' Hockey (SR)
48. Smith, Mark: Head Wrestling 7/8 (SW)
49. Vierra-Green, Cynthia: .5 Head/Asst Ski Club (CEN)
50. Wagner, Jennifer: Head Girls' Basketball (SR)

51. Waskey, Richard: Asst Boys' Swim (SR)
52. Wethammer, Matt: .55 Asst Boys' Hockey (SR)
53. Zowin, Chad: .60 Asst Boys' Hockey (SR)
54. Zumwalde, Barry: Pep Band Director, Jazz Band Director & Band Director (SR)

C. EMPLOYMENT:

1. Batchelder, Erin: .42 FTE Title I for the 2015-16 school year only
2. Johannsen, Brittany: .42 FTE Title I for the 2015-16 school year only
3. Johnson, Jenifer: Rehire @ .42 FTE Title I for the 2015-16 school year only (Position approved 10/1/15)
4. Landherr, Lisa: Rehire @ .5 FTE, effective 2015-16 school year
5. McDonald, Samantha: .42 FTE Title I for 2015-16 school year only
6. Miller, Paulette: .18717 FTE Title I for the 2015-16 school year only and approve Agreement to Resume Teaching Services & Agreement to Extend Probationary Period (Position approved 10/8/15)
7. Patrin, Rose: .42 FTE Title I for the 2015-16 school year only
8. Pitzl, Amber: .42 FTE Title I for the 2015-16 school year only (Position approved 10/8/15)

D. AUTHORIZATION OF POSITION(S):

1. .42 FTE Title I @ FV Elem for 2015-16 school year only (Samantha McDonald)
2. Three .42 FTE Title I @ FL Elem for 2015-16 school year only (Rose Patrin, Brittany Johannsen & Erin Batchelder)
3. .5 FTE English as a Second Language Teacher for the remainder of the 2015-16 school year

8. Donations: Member Odegaard moved, seconded by Member Kieger to adopt the resolution and accept with appreciation the following donations: 10-\$5.00 Subway gift cards from FL Area Historical Society to FL ALC PBIS Committee (gift awards to students); \$449.00 from Ron Haken, FL, to FLASCE – LINK program for scholarships; \$100.00 from The Cornerstone, Wyoming, to Wyoming Elementary Fun Run for Fun Run supplies; \$100.00 from First State Bank of Wyoming to Wyoming Elementary Fun Run for Fun Run supplies; \$300.00 from Wyoming Area Business Association (WABA) to Wyoming Elementary Fun Run for Fun Run supplies; school supplies valued at \$100.00 from Osceola Medical Center, Osceola WI, to Scandia Elementary to provide students with basic supplies; school supplies valued at \$300.00 from American Legion Auxiliary Unit 225, FL, to Forest Lake Elementary for student use; 3M Post It Notes from Erik Anderson, FL, to Scandia Elementary for student and staff use, valued at \$250.00; \$6,440.34 from FL Football Boosters to ISD 831 to pay for B. Asplund's football technology contract and D. Holman's 9th grade coaches contract; \$5,467.44 from FL Wrestling Booster Club to FLHS to pay for two assistant wrestling coaches; \$300 from Columbus Lions to Columbus Elementary food service for milk money to students in need; \$500 from an anonymous donor to Forest View Elementary for Picture Writing. All members present voted aye and the motion carried.

9. OLD BUSINESS:

- 9.1 Member Corcoran moved to approve Writing Workshop (Grades 11-12). The motion was 2nd by Member Morehead, by roll call vote all members present voted aye and the motion carried.
- 9.2 Member Kieger moved to approve Family and Medical Leave Policy 428. The motion was 2nd by Member Olson, by roll call vote all members present voted aye and the motion carried.

- 9.3 Member Kieger moved to approve Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414. The motion was 2nd by Member Theisen, by roll call vote all members present voted aye and the motion carried.
- 9.4 Member Kieger moved to approve Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522. The motion was 2nd by Member Corcoran, by roll call vote all members present voted aye and the motion carried.
- 9.5 Member Kieger moved to approve Field Trips and Extended Travel Policy 606. The motion was 2nd by Member Corcoran, by roll call vote all members present voted aye and the motion carried.

10. NEW BUSINESS:

- 10.1 First Reading: Workload Limits for Certain Special Ed Teachers New Policy 410. This item will be placed on the next agenda for board action.
- 10.2 First Reading: Approval and Appointment to Extra Curricular Positions Policy 420. This item will be placed on the next agenda for board action.
- 10.3 First Reading: Student Sex Nondiscrimination Policy 421. This item will be placed on the next agenda for board action.
- 10.4 First Reading: Wellness Policy 546. This item will be placed on the next agenda for board action.

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

As there was no further business, Member Morehead moved, seconded by Member Corcoran to adjourn. All members present voted aye and the meeting adjourned at 8:12 pm.

Rob Rapheal President

Gail Theisen Clerk