

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

May 30, 2013

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 7:00 p.m. on Thursday, May 30, 2013, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Kathy Bystrom, Julie Corcoran, Dan Kieger, Karen Morehead, Robert Rapheal, Gail Theisen, Erin Turner and Superintendent Linda Madsen, ex officio.

The meeting agenda was reviewed and a change was made for Dr. Steve Massey to speak during student achievement.

4. VISITORS:

Listening session: Due to the Tax Abatement Hearing there was no listening session.

5. STUDENT ACHIEVEMENT:

FLHS EMT Class – FLHS Teacher Paul Kendrick talked about the great success with the first year EMT class. Five students have taken and passed the national registry exam.

Dr. Steve Massey introduced FLHS Teacher Kelly Nicholls. His students participated in the SuperMileage Challenge where they competed with a new car design which got 351 mpg exceeding their goal of 300 mpg.

Dr. Steve Massey introduced Speech coach Tim Newcomb who was named Section Speech Coach of the Year. The Speech Team had entries in 13 categories and was section champion with seven students moving on to the state tournament.

James Trudeau Law Enforcement Award – Police Liaison Officer Jon Glader, who has been working in the Forest Lake schools for three years, received this award. He has been building connections, developing relationships with students and is very visible in the community.

On Behalf of Youth Award – Jeanne Walz from the Youth Service Bureau presented Principal Mike Conway with this award for going above and beyond normal duties, being active in the community and always working on behalf of kids.

Positive Happenings: School Board Members reported on the many school programs and events they have attended the past month including FLHS Pops concert, FFA open house, high school play “*You Can’t Take It With You*”, Festival of Cultures, and Retirement Recognition.

6. REPORTS:

Due to the conversation with Facilities Task Force on May 22, 2013 the Staff Welfare, Buildings & Grounds, Communications, Finance and Policy Committees did not meet.

City of Forest Lake – Gail Theisen reported that the council voted to approve waiving the remaining fees for FLAAA, voted to add an additional 9 month resource officer for the

Forest Lake Schools, Arts in the Park starts June 11, and the 19th Annual Safety Camp is being held at Southwest Jr. High June 18 and 19. The proposed new paraphernalia ordinance 629 has been tabled for three months.

EMID – Karen Morehead reported that the legislature did not take action on Crosswinds or Harambee. More clarification on 2013-2014 will need to occur.

Superintendent's Report: Dr. Madsen reported that the Facility Task Force met with the School Board on May 22 and plan to meet with them again on June 20 regarding elementary funding and October 10 regarding 7-12 campus concept, on May 29 Mr. Mike Dorn met with approximately 40 people including district staff, local city and county fire and police departments and all reviewed the school crisis management plan. This group will meet again in August. On June 5, ten 3rd graders will join Rotary to read from Readers Theatre materials, Lake Fest runs May 31-June 6, June 3 from 6-9 pm FLHS Academic Awards Night and the induction of 15 people to the Forest Lake Hall of Fame, June 4 from 6-8 pm will be a Hall of Fame social gathering at Forest Hills, June 5 TEFFLA and CSF will host a fund raiser at Vannelli's featuring Charlie O, FLHS graduation is June 6 at 7:30 pm, June 10 Carol Kuschke will receive a Human Rights Award, July 4 is the parade, July 18 the Youth Service Bureau is holding The TASTE! at Stars and Strikes.

7. CONSENT AGENDA ITEMS: Member Kieger moved to approve Consent Agenda Items 7.1-7.2. The motion was seconded by Member Turner, all members present voted aye and the motion carried.

7.1 Approved the Minutes of May 2 and May 22, 2013.

7.2 Approved the bills as of May 30, 2013.

Member Morehead wanted to point out item F Additional Hours under section 7.3. Member Theisen moved to approve Consent Agenda Items 7.3-7.4. The motion was seconded by Member Bystrom, all members present voted aye and the motion carried.

7.3 Approved Classified Personnel:

A. Resignation:

1. Gruening, Sarah – School Age Care Assistant Site Manager at Columbus Elementary, effective May 23, 2013.
2. Nelson, Jean – Payroll Specialist at District Office, effective May 21, 2013
3. Petroske, Allyse – School Age Care Program Aide at Columbus Elementary, effective May 31, 2013
4. Wiese, Kimberly – Health Office Assistant at Southwest Junior High, effective May 3, 2013.

B. Recommendation of Employment:

1. Levasseur, Ashley – School Age Care Program Aide at Forest Lake Elementary, 2.25 hours per day and 40 weeks per year, effective April 29, 2013.

2. Stachowski, Terrance – Custodian, B shift at Scandia Elementary, effective April 29, 2013 (Open position)

C. Authorization of Transfer:

1. Chamberlin, Ann – from Cook Helper/Long Hours at Senior High School, 6.75 hours per day and 178 days per year to Cook Helper/Cashier at Senior High School, 7 hours per day and 180 days per year, effective May 28, 2013.
2. Cummings, Tamara – from Payroll Assistant IV at District Office, 6 hours per day and 52 weeks per year to Payroll Specialist VI at District Office, 8 hours per day and 52 weeks per year, effective May 13, 2013. (Open position)

D. Leave of Absence

1. Karstens, Heather – Health Office Assistant at Senior High School, leave of absence from June 7, 2013 through June 14, 2013.
2. Kloer, Karen – Special Education Paraprofessional II at Forest Lake Elementary, leave of absence from May 2, 2013 through May 24, 2013.
3. Litecky, Elaine – ECFE Teacher Assistant II at Central Learning Center/Family Center, leave of absence from May 23, 2013 through June 7, 2013.
4. Meyer, Kelly – Special Education Paraprofessional II at Early Childhood Special Education, extend leave of absence from May 6, 2013 to May 20, 2013.
5. Wollan, Nicolle – Administrative Assistant at Forest View Elementary, return early from leave of absence from June 30, 2013 to June 10, 2013.

E. Additional Positions

Registered Nurse position for School Age Care, 3-8 hours per week and 52 weeks per year, effective May 28, 2013. This position will be paid for by Community Education.

F. Additional Hours

Office Assistant – Payroll IV – Increase hours from 6 hours per day to 8 hours per day due to an increase in reporting requirements and job duties from the Affordable Health Care Act.

7.4 Approved Licensed Personnel:

A. Unpaid Leave of Absence:

1. Brandt, Kristina: Unpaid Child Care LOA from 5/29/13-6/7/13
2. Sauvageau, Darci: Unpaid Child Care LOA from 9/3/13-12/20/13

B. Non Curricular Assignment (on non-contract status):

1. Greenfield, Amy: Math Masters Coach (LL)
2. Groh, Michelle: Student Council Advisor (FL)
3. Horbach, Allan: .3 Wrestling Assistant Coach (SR)

Member Bystrom took a moment to spotlight the wonderful works of Cynthia Walker and wish her well in her retirement.

C. Retirement:

Walker, Cynthia: Guidance Counselor at Southwest, effective end of day on June 14, 2013 (20 years).

D. Change in FTE:

1. Phelps, Meghan: from .5 FTE to 1.0 FTE effective 2013-2014 school year.
2. Strukel, Pamela: from .5 FTE to 1.0 FTE effective 2013-2014 school year.

E. Employment:

1. Clarkson, Robin Jo: 1.0 FTE effective 2013-2014 school year.
2. Eichten, Amber: 1.0 FTE effective 2013-2014 school year
3. Fletcher, Christy: 1.0 FTE effective 2013-2014 school year
4. Howard, Patricia: 1.0 FTE effective 2013-2014 school year
5. Kowalenko, Cassandra: 1.0 FTE effective 2013-2014 school year.
6. Spencer, Anna: 1.0 FTE effective 2013-2014 school year.
7. Zwiefelhofer, Chantel: 1.0 FTE effective 2013-2014 school year.

8. Donations: Member Turner moved, seconded by Member Kieger, to adopt the resolution and accept with appreciation the following donations. All members present voted aye and the motion carried. \$489 from Box Tops for Education for Scandia Elementary for student activities and supplies; \$44 from Jane McCormick, Forest Lake, to Forest Lake Elementary library (11 books @\$4/book); \$108.46 from Lifetouch, Eden Prairie, to Scandia Elementary for student enrichment and activities; \$3000 from Columbus PTO to Columbus Elementary for the purchase of Guided Reading books; \$30 from Honeywell Hometown Solutions to Central Montessori for the general fund; \$40 from Honeywell Hometown Solutions to Central Montessori for the general fund; \$350 from Gail Wheeler, Forest Lake, to Southwest Junior High Orchestra (violin); \$500 from Nick and Dawn Tomasko, Wyoming, to Forest Lake Special Education Department (Kids Up Kids Rock 2 wheelchair).

9. OLD BUSINESS:

- 9.1 Award Contract for Forest Lake Senior High South Tennis Court Replacement – Member Bystrom moved to award the contract to T.A. Schifsky & Sons, Inc. for Forest Lake Senior High South Tennis Court Replacement. The motion was seconded by Member Kieger, by roll call vote all members present voted aye and the motion carried.
- 9.2 Approve Field Trips and Extended Travel Policy 606 – Member Turner moved to adopt Field Trip and Extended Travel Policy 606. The motion was seconded by Member Kieger, by roll call vote all members present voted aye and the motion carried.
- 9.3 Adopt Resolution for the Non-Renewal of Probationary Teachers- Member Kieger moved, seconded by Member Morehead to adopt the Resolution for the Non-Renewal of Probationary Teachers. By roll call vote all members present voted aye and the motion carried.
- 9.4 Ratify FLAPOP Agreement – Member Turner moved to ratify the 2012-2014 Forest Lake Association of Professional Office Personnel (FLAPOP) Employment Agreement July 1, 2012 to June 30, 2014. The motion was seconded by Member

Corcoran, by roll call vote all members present voted aye and the agreement was ratified.

- 9.5 School Liaison Officer Jr. High Schools Joint Agreement – Member Kieger moved to enter into a joint powers agreement to approve the addendum to add a third nine month school resource officer for the 2013-2014 school year. The motion was seconded by Member Turner, by roll call vote all members present voted aye and the motion carried.
- 9.6 Adopt North Suburban Summer Academy Joint Powers Agreement – Member Turner moved to enter into a joint powers agreement and approve the North Suburban Summer Academy Joint Powers Agreement effective July 1, 2013 through June 30, 2016. The motion was seconded by Member Morehead, by roll call vote all members present voted aye and the motion carried.
- 9.7 Award of Paper Supply Bid – Member Kieger moved to award the paper bids to:
- | | |
|--------------------------------|---------------|
| C.J. Duffey: | \$74,774.65 |
| Office Depot: | 191.35 |
| Pyramid School Products | 8,729.98 |
| School Specialty | 522.75 |
| Standard Stationery Supply Co. | 1,183.50 |
| Wilcox Paper | <u>620.00</u> |
| | \$86,022.23 |

The motion was seconded by Member Turner, by roll call vote all members present voted aye and the motion carried. (Bid tabulation in official minutes book.)

10. NEW BUSINESS:

- 10.1 Presentation of Preliminary 2013-2014 Budget Information. This item will be placed on the next agenda for further review and Board action.

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

At 8:37 pm Member Bystrom moved, seconded by Member Turner to recess the regular meeting to go into closed session to discuss the preliminary considerations of allegations against an employee and possible resolution to send notice of proposed discharge to a continuing contract teacher. All members present voted aye and the meeting recessed. The closed meeting convened at 8:46 pm. Roll call was taken and all members were present.

At 9:19 pm the regular meeting was reconvened. Roll call was taken and all members were present. Member Turner introduced the resolution and moved its adoption: Resolution Proposing to Immediately Discharge a Tenured Teacher Referred to Herein as “Teacher A”. The motion was seconded by Member Bystrom, by roll call vote all members present voted aye and the motion carried.

Member Turner moved, seconded by Member Bystrom, to adjourn. All members present voted aye and the meeting adjourned at 9:20 p.m.

Rob Rapheal

President

Kathy Bystrom

Clerk