

INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, Minnesota  
ORGANIZATIONAL SCHOOL BOARD MEETING  
January 6, 2011

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The organizational meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by President Bill Bresin at 7:00 p.m. on Thursday, January 6, 2011, at the School District Offices. Following the Pledge of Allegiance roll was called and the following members were present: Bill Bresin, Dan Kieger, Karen Morehead, Robert Rapheal, Erin Turner, and Superintendent Linda Madsen, ex officio. Members Kathy Bystrom and Joe Grafft were absent.

3. ELECTION OF SCHOOL BOARD OFFICERS FOR 2011:

President – Member Kieger nominated Rob Rapheal for School Board President. As there were no further nominations, all members present voted aye and elected Rob Rapheal School Board President for 2011.

Vice-President – Member Kieger nominated Erin Turner to the position of School Board Vice-President. As there were no further nominations, all members present voted aye and elected Erin Turner as Board Vice-President for 2011.

Clerk – Member Kieger nominated Karen Morehead to the position of School Board Clerk. As there were no further nominations, all members present voted aye and elected Karen Morehead as Board Clerk for 2011.

Treasurer – Member Morehead nominated Dan Kieger to the position of School Board Treasurer. As there were no further nominations, all members voted aye and elected Dan Kieger Treasurer for 2011.

4. AGENDA REVIEW: The meeting agenda was reviewed and an item on early retirement incentive proposal was added to New Business as item 12.0.

5. VISITORS:

Listening Session – Bill Bresin and Dan Kieger reported that a few people attended the listening session to talk about the early retirement incentive proposal, the Wyoming Elementary School of Excellence program on Friday, School Board Members were thanked for their service, and discussed the proposed changes to the building use facility fee policy and what effect it would have on local organizations.

FLEA President Tony Harris thanked Jennifer Tolzmann for her leadership and collaborative efforts in developing the proposed new courses.

7. STUDENT ACHIEVEMENT:

Century Junior High – Principal Ben Lewis reported on the new bottle, can, and food recycling program implemented in the district this fall.

Positive Happenings:

Karen Morehead reported there was good discussion at last Tuesday’s Legislative Forum and liked the session format.

Dan Kieger participated in the Agriculture department curriculum review.

Rob Rapheal recently saw how a senior high air handler was being fixed in-house by district maintenance personnel.

Bill Bresin thanked the administrators who organized Ron Spies’ retirement party that was well attended by friends, family, and current and former coworkers. Bill Bresin reported that he also attended Linwood Elementary’s PTO meeting.

Erin Turner commented on the good discussion at the Legislative Forum. She announced that the Wyoming School of Excellence program will be Friday, January 7 at 2 pm.

7. REPORTS:

Buildings & Grounds and Communications – Rob Rapheal reported that the Buildings & Grounds and Communications committee meetings were combined to view and discuss a video on energy savings.

Finance – Bill Bresin reported that the Finance Committee reported that they reviewed the audit results, discuss budget cuts and the upcoming legislative session.

Policy – Dan Kieger reported that the Policy Committee discussed the Facilities Use Policy 701.

Staff Welfare – Bill Bresin reported that the committee discussed budget reduction timelines, LILA, the STEM program, and reviewed the Superintendent’s goals.

City of Forest Lake – Karen Morehead reported that she has met the new City Administrator, and the new mayor and city council members will be sworn in next week.

Superintendent’s Report: Dr. Madsen reported that the senior high budget reduction meeting was rescheduled to January 10, Spanish Immersion information meetings will be held in each elementary school, nine transportation information meetings with Transportation Supervisor John Gray will take place this winter, our TIES’ Exceptional Teachers this year are Linda Caddy and Chris Hudspeth, the boys’ alumni basketball game will take place Friday, and the Wyoming School of Excellence celebration will be Friday at 2 pm.

Lakes International Academy (LILA) – Superintendent Madsen and LILA Principal Cam Hedlund reported that they are in the early states of looking into a possible partnership between the Forest Lake School District and LILA. State Representative Bob Dettmer has been contacted and asked to work on legislation that would allow for this partnership to proceed.

8. CONSENT AGENDA ITEMS: Member Bresin moved to approve Consent Agenda Items 8.1-8.3, 8.4-8.9 and 8.11-8.13. The motion was seconded by Member Kieger, all members present voted aye and the motion carried.

8.1 Approved the Minutes of December 2 and 9, 2010.

8.2 Approved the bills as of January 6, 2011.

8.3 Approved Classified Personnel:

A. Retirement:

1. George Miron – eff. 1/6/11.
2. Martha Pyle – eff. 12/17/10.

B. Resignation: John Hentges – eff. 12/1/10.

C. Employment:

1. Kimberly Hall – eff. 12/17/10.
2. Kelley Meyers – eff. 1/3/11.
3. Angela Postudensek – eff. 11/30/10.

D. Transfer:

1. Michele Bailey – eff. 1/17/11.
2. Kyle Boerem – temp. transfer 12/9/10 – 9/30/12.
3. Darcene Colling – eff. 1/10/11.
4. Shannyn Fiedler – eff. 12/13/10.
5. Kay Payne – eff. 1/3/11.
6. Andrew Rainer – eff. 1/5/11 – 9/30/12.
7. Julie Tietje – eff. 1/3/11.
8. Deborah Welch – eff. 12/13/10.
9. Krista Windisch – eff. 1/10/11.

E. Leave of Absence:

1. Thad Chergosky – eff. Dec. 10 through Jan. 10, 2011.
2. James Guegel – eff. Dec. 23, 2010 through Jan. 19, 2011.
3. Kris Kne – Dec. 1, 2010 through Jan. 17, 2011.
4. Paul Weinhardt – Nov. 30, 2010 through Nov. 30, 2011.

F. Decrease Hours:

1. Erin Casey – to 6 hr./day, 37 wk., eff. 9/7/10.
2. Katharine Longfellow – to 6.5 hr./day, 37 wk., eff. 12/13/10.

G. Additional Hours:

1. Patricia Joslin – eff. 1/3/11.
2. Jennifer Harshe – 1/3/11.
3. Elizabeth Kelley -0 eff. 1/3/11.

H. Additional position:

1. SAC Aide at CLC, 3.5 hr./day, 40 wk./yr. eff. 1/13/11.
2. Spec. Ed Para II at CLC, 6 hr./day, 37 wk./yr., eff. 1/10/11.

8.5 Continued participation in Metro North ABE.

- 8.6 Banks: US Bank, Wells Fargo, LaSalle Bank, PMA Financial Network, Inc., MN School District Liquid Asset Fund, First State Bank of Wyoming, Firstar Bank of Minnesota, Security State Bank of Marine, Central Bank, Patriot Bank Minnesota, Lakes Area Bank, TCF, Frandsen Bank & Trust, The Riverbank.
- 8.7 Legal Counsel: Ratwik, Roszak, & Maloney, P.A.
- 8.8 District Doctor: Dr. Julie Kammer.
- 8.9 Fiscal Consultant: Springsted, Inc.
- 8.11 Authorized use of facsimile signatures on district checks per State law and School Board policies.
- 8.12 Authorized the Director of Business Services or designee to make electronic fund transfers, stop payment requests, approve certain claims, contracts for budgeted goods and services, and approve change orders.
- 8.13 Appointed Jennifer Tolzmann as the Local Education Agency (LEA) Representative for Title I, IIA, IID, III, IV, V and VII for the Forest Lake Area Schools.
- 8.4 Licensed Personnel: Member Bresin moved, seconded by Member Kieger, to approve the following licensed personnel changes. All members present voted aye and the motion carried.
- A. Unpaid Leave of Absence:
1. Shelley Guptil – Child care LOA on or about April 18-June 10, 2011.
  2. Megan Halverson – Child care LOA on or about Jan. 5-Feb. 14, 2011.
  3. Dennis Hughes - Medical leave of absence for the 2011-12 school year.
  4. Amy Kinsman – Child Care LOA January 18 through June 10, 2011.
  5. Megan Pierson – Child care LOA on or about April 15-29, 2011.
- B. Non-Curricular Assignment:
1. Sherri Alm – 7<sup>th</sup> Grade Boys’ Assistant Basketball Coach (CJH).
  2. Jill Birckelbaw - .5 Assistant Speech Coach (FLHS).
  3. Angela Butler - .5 Assistant Speech Coach (FLHS).
  4. Matt Cleary - .33 Weight Room Assistant Coach (FLHS).
  5. Rebecca Compton-Allen – .5 Head Drumline Director (FLHS).
  6. Becky Haven – Assistant Speech Coach (FLHS).
  7. Jean Laqua - .14 Theatre Musical Head Coach (FLHS).
  8. Jon Loo – .694 Boys’ Assistant Hockey Coach (FLHS).
  9. Larry Matzdorf – .42 Weight Room Assistant Coach (FLHS).
  10. Joe Mueller - .5 Assistant Speech Coach (FLHS).
  11. Tim Newcomb - Head Speech Coach (FLHS).
  12. Carol Sues - .20 Assistant Gymnastics Coach (FLHS).
  13. Phil Sundblad – Weight Training Advisor (SW).
  14. Andrew Waldron - .5 Assistant Speech Coach (FLHS).
  15. Jeff Wilson - .33 Weight Room Assistant Coach (FLHS).
  16. Nathan Wright – .5 Head Drumline Director (FLHS).

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- C. Resignation:

1. Lisa Goldsby – resign end of day 12/22/10.
2. Meg Meyer – resign eff. 12/16/10.

D. Retirement:

1. Gayle McGrane – retire effective end of day July 1, 2011 (13 yr.).
2. Ken Mikolajczyk – retire effective end of day June 10, 2011 (35 yr.)
3. Marlene Wirth – retire effective end of day June 10, 2011 (26 yr.).

E. Employment:

1. Katie Gillespie – .35 FTE Math & Reading Teacher on voucher basis eff. 1/3/11
2. Danielle Hamilton – Long-term substitute 12/15/10 to 2/28/11 (47 days).
3. Rebekah Mallinger – Regular contract effective 1/3/11.
4. Danielle Tuomi - .5 regular contract effective 11/22/10.

8.10 Meeting dates: Member Bresin moved, seconded by Member Kieger, to continue Regular School Board Meetings on the first Thursday of each month at 7 p.m., and change the School Board/Committee Meetings to the third Thursday of each month. All members present voted aye and the motion carried.

9. Donations: Member Kieger moved, seconded by Member Bresin, to adopt the resolution and accept with appreciation the following donations: \$75 3M overhead projector for Century Junior High from Pamela Mercer; \$242.25 for Lino Lakes third grade dictionaries from the Forest Lake Rotary Club; \$100 from the Myriad Book Group for the Family Support fund supporting students and families; \$2,057 from the Scandia Elementary PTO for a 2010-11 Study Island for Scandia Elem. grade 3-6; \$281 from Lifetouch National School Studios for Scandia Elem. educational supplies; \$2,976.50 for Olweus bully surveys/ teacher manuals supporting the district’s bullying prevention efforts; \$350 couch, 2 wingback chairs, 3 tables, and lamp for the senior high staff lounge from Mary Vangen; \$50 from Mir and Shirley Verner for the ALC student holiday party and yearbook scholarships; \$471 from the Century Junior High PTO for 7<sup>th</sup> grade retreat reimbursement; and to the Senior High T&I Shop: from Charles and Katherine Benson - \$2,330 1994 GMC Suburban and a \$2,175 2000 Chevy Venture, \$2,990 2002 Pontiac Grand Prix GT from Mary Duplessis-Tchida; \$1,200 1995 Ford Windstar from David Sous; \$2,750 1995 Chev Blazer from Henry & Nancy Wallraff, and a \$2,975 1996 GMC Jimmy from Paul & Lynn Anderson. All members voted aye and the motion carried.

10. ROUTINE ACTIONS:

Member Bresin moved to approve the following appointments (items 10.1-10.8) to various committees or organizations. The motion was seconded by Member Kieger, all members present voted aye and the motion carried:

10.1 ECSU – Member Erin Turner will be the Board Representative to Metro ECSU.

10.2 MSBA – Member Karen Morehead will be the Board Representative to the Minnesota School Boards Association (MSBA).

10.3 TIES – Member Joe Grafft will be the Board Representative to TIES.

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- 10.4 MSHSL – Member Dan Kieger will be the Board Representative to the Minnesota State High School League (MSHSL).
- 10.5 EMID – Member Karen Morehead will be the Board Representative to the East Metro Integration District (EMID).
- 10.6 SEE – Members Rob Rapheal and Kathy Bystrom will be the Board Representatives to Schools for Equity in Education (SEE).
- 10.7 City of Forest Lake – Member Karen Morehead will be the Board liaison to the City of Forest Lake.
- 10.8 Curriculum Committee – Members Erin Turner, Dan Kieger, and Kathy Bystrom will continue to serve on the Curriculum and Instruction Advisory Committee.
- 10.9 Member Bresin moved to designate the Forest Lake TIMES as the official School District Newspaper for 2011 at the quoted price of \$6.50 per column inch, 6 pt. type, 11 lines/inch. The motion was seconded by Member Kieger, all members voted aye and the motion carried.
- 10.10 School Board Salaries – Member Bresin moved, seconded by Member Kieger, to continue with School Board Salaries at \$300 per month with the President receiving an additional stipend of \$200 per year, and the Clerk and Treasurer receiving an additional stipend of \$100 per year each. By roll call vote, all members present voted aye and the motion carried.
- 10.11 President Rapheal announced the following School Board Member appointments to Board committees for 2011:
  - Buildings & Grounds – Karen Morehead, Bill Bresin, Joe Grafft
  - Communications – Erin Turner, Kathy Bystrom, Karen Morehead
  - Finance – Rob Rapheal, Dan Kieger, Kathy Bystrom
  - Policy – Joe Grafft, Karen Morehead, Bill Bresin
  - Staff Welfare – Rob Rapheal, Dan Kieger, Erin Turner

Member Bresin moved, seconded by Member Turner, to approve the committee assignments for 2011 as stated. All members present voted aye and the motion carried.

## 11. OLD BUSINESS:

- 11.1 Hazing policy – Member Bresin moved to adopt the Hazing Prohibition Policy 431. The motion was seconded by Member Kieger, all members present voted aye and the motion carried.
- 11.2 Community Use of School Facilities Policy – Second review of the Community Use of School Facilities Policy #701. This policy will continue to be reviewed by the Policy Committee.

- 11.3 Pay Equity Report – Member Bresin moved to submit the Pay Equity Report to the State of Minnesota. The motion was seconded by Member Kieger, all members present voted aye and the motion carried.
- 11.4 2011-12 Budget Reduction Process – Member Bresin moved to set a budget reduction amount of \$2 million for 2011-12 and approve the 2011-12 Program Budget Reduction Process. The motion was seconded by Member Morehead. Following discussion, roll was called and all members present voted aye and the motion carried.

12. NEW BUSINESS:

- 12.0 Early Retirement Incentive Proposal – Director of Business Services Lawrence Martini and Director of Administration and Human Resources Donna Friedmann, presented a proposal for an early retirement incentive for teachers. This item will be placed on the January 13, 2011 School Board Meeting/Work Session for further discussion and Board action.

Director of Curriculum and Instruction Jennifer Tolzmann gave an overview of each of the following proposed new courses and answered questions. These 13 new course proposals will be placed on the February meeting agenda for further Board review, discussion and action.

- 12.1 Kick Start Band – First reading of new course “Kick Start Band 7”.
- 12.2 Swing Choir – First reading of new course “Swing Choir”.
- 12.3 Biznology – First reading of new course “Biznology”.
- 12.4 Cloud Computing – First reading of new course “Cloud Computing”.
- 12.5 Video Game Design Basics – First reading of new course “Video Game Design Basics”.
- 12.6 Sports Marketing – First reading of new course “Sports Marketing”.
- 12.7 Retailing Fashion! – First reading of new course “Retailing Fashion!”
- 12.8 Flash Animation – First reading of new course “Flash Animation”.
- 12.9 Oodles of Doodles – First reading of new course “Oodles of Doodles”.
- 12.10 Art Crawl – First reading of new course “Art Crawl”.
- 12.11 Comic Slam – First reading of new course “Comic Slam”.
- 12.12 Lost in Space/3D Art – First reading of new course “Lost in Space/3D Art”.
- 12.13 Sew What? – First reading of new course “Sew What?”.

13. The School Board reviewed upcoming calendar dates and acknowledged communications. There will be a School Board Meeting and Work Session on January 13, 2011 at 6 pm.

At 9:37 p.m. Member Bresin moved, seconded by Member Kieger, to recess the regular School Board Meeting to go into a closed meeting to discuss negotiation parameters for classified personnel. The closed meeting convened at 9:48 p.m. with all members except Kathy Bystrom and Joe Grafft present.

The regular meeting reconvened at 10:15 p.m. and as there was no further business, Member Bresin moved to adjourn. The motion was seconded by Member Kieger, and the meeting adjourned at 10:15 p.m.

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Rob Rapheal

President

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Karen Morehead

Clerk