

INDEPENDENT SCHOOL DISTRICT NO. 831
Forest Lake, Minnesota
ORGANIZATIONAL SCHOOL BOARD MEETING
January 7, 2010

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 7, 2010, at the School District Offices. Following the Pledge of Allegiance, President Bresin administered the Oath of Office to new School Board Members Kathleen Bystrom, Karen Morehead, and Erin Turner. Roll was then called and the following members were present: Bill Bresin, Kathy Bystrom, Dan Kieger, Karen Morehead, Robert Rapheal, Erin Turner, and Superintendent Linda Madsen, ex officio. Member Joe Grafft was absent.

4. ELECTION OF SCHOOL BOARD OFFICERS FOR 2010:

President – Member Kieger nominated Bill Bresin for School Board President. As there were no further nominations, all members present voted aye and re-elected Bill Bresin as Board President for 2010.

Vice-President – Member Morehead nominated Rob Rapheal to the position of School Board Vice-President. As there were no further nominations, all members present voted aye and elected Rob Rapheal as Board Vice-President for 2010.

Clerk – Member Rapheal nominated Dan Kieger to the position of School Board Clerk. As there were no further nominations, all members present voted aye and elected Dan Kieger as Board Clerk for 2010.

Treasurer – Member Kieger nominated Joe Grafft to the position of School Board Treasurer. As there were no further nominations, all members voted aye and elected Joe Grafft Treasurer for 2010.

5. AGENDA REVIEW: The meeting agenda was reviewed and item on the “Race to the Top” grant opportunity was added to new business as item 13.4.

6. VISITORS:

Listening Session – Bill Bresin and Rob Rapheal reported that a number of people attended the listening session to talk about the use of statistics, and the new “Sociology of Marriage and Family Dynamics” course.

7. STUDENT ACHIEVEMENT:

STEP Program – Educational Services Administrator Kelly Lessman, along with students and staff gave a presentation of happenings and activities in the STEP program.

Forest Lake Senior High – Senior High Principal Steve Massey and staff members Jason Gonnion, Leslie Heidel and Angie Nelson gave a presentation on the senior high College Readiness program that strives to engage students toward college readiness and careers.

Update on Forest View and Forest Lake Elementary Schools – Elementary Principals Jeff Ion and Dr. Janet Palmer reported on activities and plans already underway to transition Forest View Elementary to a K-3 school, and Forest Lake Elementary to serve grades 4-6 beginning with the 2010-11 school year.

Positive Happenings:

President Bresin congratulated the three new School Board Members and welcomed them to the School Board.

Karen Morehead reported that she attended Century Junior High's excellent winter band concert.

Rob Rapheal reported that he enjoyed the music from the movie "Slum Dog Millionaire" at a recent school concert.

8. REPORTS:

Buildings & Grounds – Larry Martini reported that the committee discussed the gap analysis, elementary school gym floors, and the senior high gym floor fundraiser.

Communications – Rob Rapheal reported that the Communications Committee reviewed the Spanish immersion brochure and advertising, and strategic planning communications for the community.

Finance – Lawrence Martini reported that the Finance Committee reported that Julie Corcoran will be staying on the Finance Committee. At the last meeting the committee heard a report on bond financing, reviewed capital projects, the current and next year's budgets and the state's bleak November financial forecast.

Policy – Dan Kieger reported that the Policy Committee discussed the policies on this meeting's agenda.

Staff Welfare – Dan Kieger reported that the committee discussed the new School Board Member orientation, gap analysis, community meetings, the Forest View/Forest Lake Elementary grade level transition, and the Spanish Immersion program.

Superintendent's Report: Dr. Madsen welcomed the three new School Board Members and reported that they had an all-day district orientation on December 18, and they will be attending the MSBA Phase I & II sessions at next week's Leadership Conference. H1N1 flu absentee levels are down to normal levels. Informational meetings on the Spanish Immersion program will begin next week and registration will close in mid-February. The print materials and advertisements are almost complete. The TIES' Exceptional Teachers this year are Emily Ziemer and Bruce Leventhal. Two staff members - Gayle McGrane and Jill Schmidt, have recently authored books, and the Forest Lake School District is listed as one of three school districts nationwide doing an exceptional job with teacher evaluations.

9. CONSENT AGENDA ITEMS: Member Kieger moved to approve Consent Agenda Items 9.1-9.13. The motion was seconded by Member Rapheal, all members voted aye and the motion carried.

9.1 Approved the Minutes of December 3 and 15, 2009.

9.2 Approved the bills as of January 7, 2010.

9.3 Approved Classified Personnel:

A. Retirement:

1. Joanne Mendez – eff. 12/31/09.
2. Carol Nelson – eff. 1/29/10.

B. Resignation: Donna Wytaske – change to resignation status eff. 12/4/09.

C. Employment: Donald Hudon – eff. 12/17/09.

D. Transfer: Katrina Haines – to Spec. Ed Para. II at Wyoming El. eff. 1/4/10.

E. Change of Hours: Emily Berg – reduce to 11.5 hr./wk., 40 wk./yr. eff. 11-25-09.

F. Unpaid leave of absence:

1. Theresa Anderson – Nov. 15, 2009 through Jan. 25, 2010.
2. Dawn Klawitter – March 22-29, 2010
3. Teresa Moreland – Nov. 30, 2009 through Jan. 4, 2010.
4. Kay Payne – Oct. 29 through Dec. 26, 2009.
5. Martha Pyle – Nov. 9-27, 2009.
6. D’Andrea Schwartz – Dec. 14-22, 2009.
7. Margie Zopf – Dec. 14, 2009 through Feb. 1, 2010.

G. Additional position: BIS/Spec. Ed. V, 7.5 hr./day, 37 wk./yr., eff. 1/15/10.

H. Reduced position: Spec. Ed Para II, 6 hr./day, 37 wk./yr., eff. 1/14/10.

8.4 Approved Licensed Personnel:

A. Unpaid Leave of Absence:

1. Julie Busby – Child care LOA on or about 5/3/10 to 6/10/10.
2. Abigail Lovas – Child care LOA on or about 4/5/10 to 6/4/10.
3. Linda Petri – Unpaid LOA for the 2010-11 school year.

B. Non-Curricular Position (paid on voucher basis):

1. Ross Alm – 8th grade boys’ Assistant Basketball Coach.
2. Matt Cleary - .33 Asst. Weight Room Coach funded through Comm. Ed.
3. Deanna Gotschall – Junior High Assistant Choir Director.
4. Kristine Granias – Instrumental Solo/Ensemble Advisor ‘Pop Orchestra’
5. Sarah Henning – Head Drumline Director.
6. Tricia Hofeld - .75 Fall Musical 2nd Assistant.
7. Eric Kaluza - .25 Junior High Weight Training Coach funded through Community Ed.

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8. Pat Kerrigan - Head Ski Club Advisor.

9. Heidi Link – Chess Connection Advisor.
10. Gordy Morgan – .85 Assistant Wrestling Coach.
11. Sarah Robinson - .5783 girls’ Assistant Hockey Coach.
12. Andrew Waldron - .25 Musical Theatre 2nd Assistant.
13. Erik Zentzis – 8th grade boys’ Head Basketball Coach and .75 Junior High Weight Training Coach funded through Community Ed.

C. Employment: RaeAnn Schultz – Long-term substitute contract eff. 12/10/09 to 5/28/10.

9.5 Continued participation in Metro North ABE.

9.6 Banks – US Bank, Wells Fargo, LaSalle Bank, PMA Financial Network, Inc., MN School District Liquid Asset Fun, First State Bank of Wyoming, Firststar Bank of Minnesota, Security State Bank of Marine, Central Bank, Patriot Bank Minnesota, Lakes Area Bank, TCF, Frandsen Bank & Trust, The Riverbank.

9.7 Legal Counsel – Ratwik, Roszak, & Maloney, P.A.

9.8 District Doctor – Dr. Julie Kammer.

9.9 Fiscal Consultant – Springsted, Inc.

9.10 Meeting dates – Continue Regular School Board Meetings on the first Thursday of each month at 7 p.m., and work sessions on the second Thursday.

9.11 Authorized use of facsimile signatures on district checks per State law and School Board policies.

9.12 Authorized the Director of Business Services to make electronic fund transfers, stop payment requests, approve certain claims, contracts for budgeted goods and services, and approve change orders.

9.13 Appointed Jennifer Tolzmann as the Local Education Agency (LEA) Representative for Title I, IIa, IIc, III, IV and V for the Forest Lake Area Schools.

10. Donations: Member Rapheal moved, seconded by Member Kieger, to adopt the resolution and accept with appreciation the following donations: \$50 from Jennifer Hamilton for Linwood Elem. SMART Boards; \$40 from Christopher and Monica Wert for Linwood Elem. SMART Boards; \$40 from Laura Mittelbrun for Linwood Elem. SMART Boards; \$75 from Lyle & Ruth Olson for S. DeRaad’s Columbus Elem. classroom; \$260 from Wells Fargo/Community Support employee match program for Wyoming Elem. educational materials; \$100 from Kathleen Norquist to the Family Support Program for homeless families; \$535.50 from the Century Junior High PTO for retreat transportation; and \$100 from Dr. Vahit Anafarta for assist students in need through the Family Support program. All members voted aye and the motion carried.

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11. ROUTINE ACTIONS:

- 11.1 ECSU – Member Morehead moved, seconded by Member Rapheal, to appoint Erin Turner as the Board Representative to Metro ECSU. All members voted aye and the motion carried.
- 11.2 MSBA – Member Rapheal moved, seconded by Member Kieger, to appoint Karen Morehead and Dan Kieger as Board Representatives to the Minnesota School Boards Association. All members voted aye and the motion carried.
- 11.3 TIES – Member Kieger moved, seconded by Member Turner, to appoint Joe Grafft as Board Representative to TIES. All members voted aye and the motion carried.
- 11.4 MSHSL – Member Morehead moved, seconded by Member Bystrom, to appoint Dan Kieger as the Board Representative to the Minnesota State High School League. All members voted aye and the motion carried.
- 11.5 SEE – Member Kieger moved, seconded by Member Morehead, to appoint Rob Rapheal and Kathy Bystrom as the Board Representatives to Schools for Equity in Education (SEE). All members voted aye and the motion carried.
- 11.6 City of Forest Lake – Member Kieger moved, seconded by Member Bystrom, to appoint Karen Morehead as the Board liaison to the City of Forest Lake. All members voted aye and the motion carried.
- 11.7 Curriculum Committee – Member Morehead moved, seconded by Member Rapheal, to appoint Erin Turner, Kathy Bystrom, and Dan Kieger to the Curriculum and Instruction Advisory Committee. All members voted aye and the motion carried.
- 11.8 Member Kieger moved to designate the Forest Lake TIMES as the official School District Newspaper for 2010 at the quoted price of \$6.45 per column inch, 6 pt. type, 11 lines/inch. The motion was seconded by Member Morehead, all members voted aye and the motion carried.
- 11.9 School Board Salaries – Member Kieger moved, seconded by Member Rapheal, to set 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 Members Kieger, Rapheal, Morehead and Turner voted aye. Members Bresin and Bystrom voted no. Member Grafft was absent. The motion carried.
- 11.10 President Bresin announced the following School Board membership on Board committees:
 - Buildings & Grounds – Dan Kieger, Rob Rapheal, Karen Morehead
 - Communications – Karen Morehead, Kathy Bystrom, Erin Turner
 - Finance – Bill Bresin, Joe Grafft, Kathy Bystrom
 - Policy – Karen Morehead, Rob Rapheal, Dan Kieger
 - Staff Welfare – Bill Bresin, Erin Turner, Joe Grafft

President Bresin also reassigned school liaisons to the new School Board Members as follows: Kathy Bystrom – Forest View Elem. and the Senior High, Erin Turner – Wyoming Elem. and the CLC, and Karen Morehead – Linwood Elem. and Southwest Junior High.

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12. OLD BUSINESS:

- 12.1 Transportation Safety Policy – This policy was referred back to the Policy Committee for further discussion.
- 12.2 Technology Policy – Member Turner moved to adopt the Technology Acceptable Use and Safety Policy #540. The motion was seconded by Member Bystrom, all members voted aye, and the motion carried.
- 12.3 Wireless Communications Policy – Member Kieger moved to adopt the Use of Wireless Communication Devices Policy #547. The motion was seconded by Member Rapheal, all members voted aye and the policy was adopted.
- 12.4 & 12.5 Courses – Member Kieger moved to delete the course “Marriage and the Family” and approve new course “The Sociology of Marriage and Family Dynamics”. The motion was seconded by Member Rapheal, by roll call vote all members voted aye and the motion carried.
- 12.6 New science course – Member Bystrom moved to approve new College in the Schools course “Intro to College Physics”. The motion was seconded by Member Rapheal, by roll call vote all members voted aye and the motion carried.
- 12.7 New science course – Member Kieger moved to approve new College in the Schools course “Physics by Inquiry”. The motion was seconded by Member Turner, by roll call vote all members voted aye and the motion carried.

The meeting was recessed from 8:49-8:58 p.m.

- 12.8-12.10 - Gap Analysis Reports – Superintendent Linda Madsen and Director of Business Services Lawrence Martini highlighted the Facilities, Technology, and Instructional Gap Analysis reports. These reports will be discussed with the School Board in-depth at the January 30th School Board Work Session.
 - 12.11-12.14 Approve Contracts – Member Kieger moved to ratify the Supervisors’ Employment Contract 2009-2011, the Communications Coordinator Employment Agreement 2009-11, the Family Support Advocate Employment Agreement 2009-2011, and the Assessment and Evaluation Coordinator Employment Agreement 2009-2010. The motion was seconded by Member Rapheal, by roll call vote all members present voted aye and the contracts were ratified.
13. NEW BUSINESS:
- 13.1 Anti-Bullying Policy – First reading of Anti-Bullying Policy #541. This policy will be placed on the next agenda for School Board action.

- 13.2 Reimbursement Guidelines Policy – First reading of School Board Member Reimbursement Guidelines Policy #103A. This policy will be placed on the next agenda for School Board action.
 - 13.3 Out-of-State Travel – First reading of the Out-of-State Travel by School Board Members Policy #103B. This policy will be placed on the next agenda for School Board action.
 - 13.4 Race to the Top – Superintendent Madsen explained the “Race to the Top” grant opportunity through the Department of Education. Member Kieger moved to approve the resolution to submit an application for participation in this grant. The motion was seconded by Member Bystrom, all members present voted aye and the motion carried.
14. The School Board reviewed upcoming calendar dates and acknowledged communications. There will be an all-day School Board Work Session on Saturday, January 30, 2010 in the Board Room.

At 9:50 p.m. Member Morehead moved, seconded by Member Bystrom, to recess the regular School Board Meeting to go into a closed meeting to discuss a proposed student expulsion. The closed meeting convened at 9:59 p.m. with all members except Joe Grafft present.

The regular meeting reconvened at 10:16 p.m. Member Kieger moved to adopt the Resolution Expelling a Student. The motion was seconded by Member Bystrom, by roll call vote members Bresin, Bystrom, Kieger, Morehead, Rapheal and Turner voted aye. None voted no. Joe Grafft was absent. The resolution was adopted.

As there was no further business, Member Rapheal moved to adjourn. The motion was seconded by Member Turner, and the meeting adjourned at 10:17 p.m.

Bill Bresin

President

Dan Kieger

Clerk