

INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, Minnesota  
REGULAR SCHOOL BOARD MEETING  
December 3, 2009

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A public reception for outgoing School Board Members Julie Corcoran, David Gay and Eric Langness was held from 5:30-6 pm.

The Truth-in-Taxation Hearing was called to order on December 3, 2009 at 6 o'clock p.m. at the Forest Lake School District Office. At roll call the following members were present: Bill Bresin, Julie Corcoran, David Gay, Joe Grafft, Dan Kieger, Eric Langness, Rob Rapheal, and Superintendent Dr. Linda Madsen, ex officio.

Director of Business Services Lawrence Martini gave a presentation on the tax levy process followed by an opportunity for the School Board and citizens to comment and question. There were no comments or questions.

Member Grafft moved, seconded by Member Corcoran to adjourn the hearing at 6:24 p.m. All members voted aye and the hearing was adjourned.

The regular 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. at the District Office Building. Following the Pledge of Allegiance, roll was called and the following members were present: Bill Bresin, Julie Corcoran, David Gay, Joe Grafft, Dan Kieger, Eric Langness, Rob Rapheal, and Superintendent Dr. Linda Madsen, ex officio.

The meeting agenda was reviewed and an item to certify the levy was added as agenda item 9.6.

4. VISITORS:

Activities Director Joel Olson introduced girls' Cross Country coach Eric Kaluza, boys' Cross Country coach Deno Johnson, and Head Swim Coach Kimberly Smith who, along with student athletes, reported on their team activities and individual accomplishments this fall.

James Banta addressed the School Board regarding the first readings of agenda items. He requested that the Board not approve first readings of agenda items to allow citizen review of the proposed item/s.

5. STUDENT ACHIEVEMENT:

Forest View Elementary Principal Dr. Janet Palmer introduced 7<sup>th</sup> grade student Jordan Templeton who reported that last spring while a Forest View Elementary student, she was the Future Problem Solving Minnesota State Champion in "Scenario Writing". Technology and Gifted Education teacher Bruce Abbe reported on all the activities and programs offered to gifted students at Forest View.

Senior High happenings – National Honor Society co-officers Mitch Wohlk and Laura Lundstrom reported on the induction process of the National Honor Society program and the activities and volunteer opportunities that the NHS club sponsors.

#### Positive Happenings:

Joe Grafft reported that he was a “Mystery Reader” to students at Columbus Elementary School last month.

Dan Kieger commented on the positive happenings sheet from Community Education showing that there were 3,659 participants in community education athletic programs last year.

Rob Rapheal reported that he was a guest judge at last weekend’s Debate tournament at Forest Lake Senior High.

Julie Corcoran reported on Forest Lake Elementary’s turkey gobble bingo activity.

Board Member Recognition – President Bresin presented outgoing School Board Members Julie Corcoran, David Gay and Eric Langness with plaques thanking them for their four years of service on the Forest Lake Area School Board 2005-2009.

#### REPORTS:

Buildings & Grounds – Eric Langness reported that the Buildings and Grounds Committee reviewed the gap analysis and prioritization, the Central Learning Center parking lot expansion, and the November 6<sup>th</sup> lockdown.

Communications – David Gay reported that the Communications Committee discussed gap analysis, and communications during last month’s lockdown.

Finance – Julie Corcoran reported that the Finance Committee discussed the audit results, the budget update and budget adjustments, economic forecasts, and a credit card cash back program.

Policy – Dan Kieger reported that the Policy Committee reviewed policies including those on this meeting’s agenda.

Staff Welfare – Bill Bresin reported that the Staff Welfare Committee discussed instructional gap analysis, lockdown procedures, and the Spanish immersion program.

H1N1 – Director of Administration and Human Resources Ron Spies reported that currently we are experiencing a decrease in H1N1 flu cases and absenteeism is almost at normal levels. The Washington County Health Department conducted a flu shot clinic at the service center recently and expanded clinics are scheduled for December 8 and 15 in Forest Lake.

Superintendent's report – Superintendent Madsen reported that the November 6<sup>th</sup> lockdown is under review and conversations are ongoing with law enforcement and staff.

Administration is currently reviewing and updating the Crisis Manuals. The Strategic Planning Committee met November 20-21 to review the Strategic Plan. The Facilities and Instructional Gap Analyses are underway and the community has been invited to an Instructional Gap Analysis meeting on December 14 at the Central Learning Center. The senior high Veterans' Day program went very well. The Area Learning Center just celebrated 20 years of operation. The SAC food drive netted over 10,000 pounds of food. Scandia teacher Marcy Wirth's class book "China Adventures" has been published and there will be a student book signing on December 9. Superintendent Madsen also thanked outgoing School Board Members Julie Corcoran, David Gay, and Eric Langness for their work and dedication the past four years.

## 7. CONSENT AGENDA ITEMS:

Member Grafft moved to approve consent agenda items 7.1–7.4. The motion was seconded by Member Gay, all members voted aye and the motion carried.

7.1 Approved the meeting Minutes of November 5, 2009.

7.2 Approved the Bills as of December 3, 2009.

7.3 Approved Classified Personnel:

A. Resignation:

1. JoAnn Anderson – eff. 11-2-09.
2. Jill Rische – eff. 11-11-09.

B. Termination of Employment: Donna Wytaske – eff. 12-4-09.

C. Employment:

1. Patricia Joslin – eff. 11-2-09.
2. Brenda Knutson – eff. 11-23-09.
3. Matthew Lennon – eff. 10-26-09.

D. Transfer:

1. Bradley Christenson – to Custodian Outside Maintenance/Utility Worker IV, A shift eff. 11-18-09.
2. Jason Sederholm – to Custodian, B shift at Forest View/Wyoming Elem. eff. 11-18-09.

E. Change of hours:

1. Marcella McCarthy – to 2.5 hrs./day, 40 wk./yr. eff. 11-23-09.
2. Judith Merrell – to 4.75 hr./day, 40 wk./yr., eff. 11-23-09.

F. Leave of absence:

1. Lori Koneczny – Nov. 30, 2009 through Jan. 11, 2010.
2. Annette Pankratz – Nov. 9 through 25, 2009.
3. Samantha Severin – Nov. 12 through Dec. 21, 2009.
4. Laura Tessier – Nov. 5 through 25, 2009.
5. Paul Weinhardt – Nov. 30, 2009 through Nov. 30, 2010.
6. Krista Windisch – Nov. 23 through Dec. 4, 2009.

- G. Approved additional position: ECSE Family Support Liaison, 8 hrs./day, 52 wk./yr eff. 1-4-10 and beyond.
- H. Approved additional hours: Linda Welch – increase to 7.5 hr./day, 37 wk./yr. eff. 12-9-09.

7.4 Approved Licensed Personnel:

A. Unpaid Leave of Absence:

- 1. Kristina Brandt – Child care LOA on or about 3/31/10 to 5/4/10.
- 2. Katherine Papke – Child care LOA for the second semester of 2009-10.
- 3. Katie Thunshelle – Child care LOA on or about 4/7/10 to 6/10/10.

B. Non-Curricular Position on voucher basis:

- 1. Ross Alm – 7<sup>th</sup> grade girls' Assistant Basketball Coach (CJH)
- 2. Katie Balfanz - .20 Assistant Dance Coach (FLHS)
- 3. Billy Coleman – Girls' Assistant Hockey Coach (FLHS)
- 4. Rebecca Compton-Allen – .5 Assistant Drumline Director (FLHS)
- 5. Christopher Fahey – Weight Training (funded through Community Ed) (SW)
- 6. Tony Harris – .85 Assistant Wrestling Coach (FLHS)
- 7. Jordan Kolbow – .35 Assistant Wrestling Coach (FLHS)
- 8. Joe Kunshier – .95 Assistant Wrestling Coach (FLHS)
- 9. Dell Laqua – .6667 Theatre Musical 2<sup>nd</sup> Assistant (FLHS)
- 10. Elizabeth Madison – S.A.D.D. Advisor (SW)
- 11. Pamela Mercer – S.A.D.D. Advisor (CJH)
- 12. Tim Newcomb – Head Musical Theatre Coach (FLHS)
- 13. Jeanne Olson – Girls' 9<sup>th</sup> grade Basketball Coach (SW/CJH)
- 14. Jill Randall - .60 Assistant Gymnastics Coach & .665077 7<sup>th</sup> & 8<sup>th</sup> grade Head Gymnastics Coach (FLHS)
- 15. Joel-Lynn Tinklenberg - .25 Assistant Gymnastics Coach (FLHS)
- 16. Lori Worrall – Junior High Student Council Advisor (CJH)
- 17. Nathan Wright – .5 Assistant Drumline Director (FLHS)

C. Employment:

- 1. Gina Eng – .21 FTE Title I teacher for 76 half days of 2009-10 (St. Peter's).
- 2. Darcy Huspek – Long-term Substitute contract second semester of 2009-10.

- 8.0 Donations: Member Grafft introduced the resolution to accept with appreciation the following contributions and permit their use as designated by the donors. The motion was duly seconded by Member Corcoran, all members present voted aye and the resolution was adopted. Donations: \$714 from Michael J. Kramer for drum skins for the FLHS band program; \$50 used books and school supplies for Columbus Elementary from Jennifer Gergan; \$150 file cabinet and table for Lino Lakes Elementary classroom from Robert Rieckenberg; \$200 from the Myriad Book Club for the Family Support Program; \$2,200 from Century Junior High PTO for technology at Century Junior High; \$34.19 from Dawn LaFontsee for the senior high fall festival fundraiser; and \$14 from the Roberts Family for the senior high fall festival fundraiser.

9. OLD BUSINESS:

- 9.1 Audit – Aaron Nielson from MMKR Auditors presented the 2008-09 Financial Audit to the School Board. There was one finding regarding timely payments to vendors and procedures are already in place to deal with the matter. Following questions and comments, Member Grafft moved to accept the 2009-09 Financial Audit. The motion was seconded by Member Corcoran, all members voted aye and the motion carried.
- 9.2 2009-10 Budget Adjustments – Following questions and comments, Member Corcoran moved to approve the adjustments to the 2009-10 school district budget. The motion was seconded by Member Rapheal, and by roll call vote all members voted aye except Members Gay and Langness voted no. The motion carried.

The meeting recessed from 8:40-8:50 p.m. The meeting was reconvened at 8:50 p.m., roll was called and all members were present.

- 9.3 Directors' Contract – Member Kieger moved to ratify the Agreement Between ISD 831 and the Association of School District Administrators effective July 1, 2009 to June 30, 2011. The motion was seconded by Member Grafft, by roll call vote all members voted aye and the motion carried.
- 9.4 Principals' Contract – Member Grafft moved to ratify the Agreement Between ISD 831 and the Forest Lake Principal's Association effective July 1, 2009 to June 30, 2011. The motion was seconded by Member Kieger, by roll call vote all members voted aye and the motion carried.
- 9.5 Spanish Immersion update – Superintendent Madsen reported that in January, parents of this year's kindergarteners will be invited to informational meetings about the Spanish Immersion program that will be held at Lino Lakes and Forest View Elementary Schools beginning with first grade fall of 2010. Registration will close in mid-February.
- Last week it was announced to staff, parents and the community that effective fall of 2010 Forest View Elementary will serve students K-3, and Forest Lake Elementary will have grades 4, 5 and 6.
- 9.6 Certify Tax Levy – Member Grafft moved to certify the 2009 payable 2010 property tax levy of \$14,986,122.12. The motion was seconded by Member Corcoran, by roll call vote all members voted aye and the motion carried.

10. NEW BUSINESS:

- 10.1 Student Transportation Safety Policy – First reading of Student Transportation Safety Policy #531. This policy will be placed on the next agenda for Board action.

- 10.2 Technology Policy – First reading of Technology Acceptable Use and Safety Policy #540. This policy will be placed on the next agenda for Board action.
  - 10.3 Wireless Communication Policy – First reading of Use of Wireless Communication Devices policy #547. This policy will be placed on the next agenda for Board action.
  - 10.4 New Course – First reading of new course: “The Sociology of Marriage and Family Dynamics”. Director of Teaching and Learning Jennifer Tolzmann explained the curriculum of this proposed new course and answered Board Members’ questions. This item will be placed on the next agenda for Board action.
  - 10.5 New Course – First reading of new course: Intro to College Physics (CIS). This item will be placed on the next agenda for Board action.
  - 10.6 New Course – First reading of new course: Physics by Inquiry (CIS). This item will be placed on the next agenda for Board action.
  - 10.7 Delete Course - First reading to delete “Marriage and the Family” Course. This item will be placed on the next agenda for Board action.
11. COMMUNICATIONS: The School Board reviewed upcoming calendar dates. School Board Members reported receiving emails concerning the reconfiguration of grade levels at Forest View and Forest Lake Elementary Schools. Member Langness commented on an email reply regarding transportation.

As there was no further business, Member Langness moved, seconded by Member Gay, to adjourn. All members voted aye and the meeting was adjourned at 9:52 p.m.

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Bill Bresin

President

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Rob Rapheal

Clerk