

INDEPENDENT SCHOOL DISTRICT NO. 831
Forest Lake, Minnesota
ORGANIZATIONAL SCHOOL BOARD MEETING
January 8, 2009

The organizational meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by Superintendent Lynn Steenblock at 7:00 p.m. on Thursday, January 8, 2009, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Bill Bresin, Julie Corcoran, Dan Kieger, David Gay, Joe Grafft, Eric Langness, Robert Rapheal, and Superintendent Lynn Steenblock, ex officio.

3. ELECTION OF SCHOOL BOARD OFFICERS FOR 2009:

President – Superintendent Steenblock opened the floor to nominations for School Board President. Member Grafft nominated Bill Bresin. Member Gay nominated Eric Langness. By voice vote, Members Kieger, Bresin, Rapheal, Grafft and Corcoran voted for Bill Bresin. Members Gay and Langness voted for Eric Langness. By a majority vote, Bill Bresin was elected as School Board President for 2009.

The remainder of the meeting was conducted by President Bresin.

Vice-President – Member Rapheal nominated Joe Grafft to the position of School Board Vice-President. As there were no further nominations, all members vote aye to cast a unanimous ballot to elect Joe Grafft as Board Vice-President for 2009.

Clerk – Member Kieger nominated Rob Rapheal to the position of School Board Clerk. As there were no further nominations, all members voted aye to cast a unanimous ballot to elect Rob Rapheal as Board Clerk for 2009.

Treasurer – Member Grafft nominated Julie Corcoran to the position of School Board Treasurer. As there were no further nominations, all members voted aye to cast a unanimous ballot to elect Julie Corcoran as Treasurer for 2009.

4. AGENDA REVIEW: The meeting agenda was reviewed and item 11.7 was removed.

5. VISITORS:

Listening Session – David Gay and Rob Rapheal reported that floor maintenance, shoes, and budget cuts were discussed at the Listening Session.

7. STUDENT ACHIEVEMENT:

Forest Lake Senior High – Principal Dr. Steve Massey gave an update on the seven-period day, math instruction and student learning, literacy instruction and student achievement, and the College Readiness Grant.

Positive Happenings:

Two teachers have been recognized as TIES' Exceptional Teachers this year. They are Forest Lake Elementary Teachers Kelly Duncan and Joy Sietsema.

Bill Bresin enjoyed the Christmas artwork at Forest View and Forest Lake Elementary Schools.

8. REPORTS:

City of Forest Lake – no report was given.

Buildings & Grounds – Eric Langness reported that the committee discussed the state budget deficit, gym floor maintenance, the STEP program, and gap analysis.

Communications – David Gay reported that the Communications Committee continued to review Strategic Plan strategy 7, the district web site navigation, and the kindergarten readiness material.

Finance – Julie Corcoran reported that the Finance Committee discussed the projected state budget deficit of \$5.2 billion, the budget reduction process, bonding, and budget adjustments.

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

Staff Welfare – Bill Bresin reported that the committee discussed Q Comp, a check inquiry, the Superintendent's goals, and the proposed program budget reduction process.

Superintendent's Report:

- 1) The MSBA Leadership Conference is next week in Minneapolis.
- 2) We have identified and submitted four capital projects to be considered in the Federal Stimulus Package.
- 3) The Technology Facilities Gap Analysis committee is visiting all of the district buildings.
- 4) The 2009-10 school calendar committee will begin meeting this month.

8. CONSENT AGENDA ITEMS: Member Grafft moved to approve Consent Agenda Items 8.1-8.5 and 8.7-8.13. The motion was seconded by Member Kieger, all members voted aye and the motion carried.

8.1 Approved the Minutes of December 4, 9 and 11, 2008.

8.2 Approved the bills as of January 8, 2009.

8.3 Approved Classified Personnel:

- A. Retirement: Janet Hardwick – rescind previously-approved retirement.

- B. Resignation:
 1. Angela Kroyer – eff. 12/19/08.
 2. Deborah Schmidt – eff. 12/17/08.
 - C. Employment:
 1. Tanya Feidt – eff. 12/15/08.
 2. Timothy Lawrence – eff. 12/9/08.
 - D. Transfer:
 1. Amber Anderson – SAC Program Aide at Forest View, eff. 1/11/09.
 2. Antoninette Anderson – SAC Program Aide at Forest Lake Elem. eff. 12/22/08.
 - E. Unpaid Leave of Absence: Paul Weinhardt – extend LOA from 11/29/08 to 11/29/09.
 - F. Change in Classification: Pamela Rundhaug – Cook Manager V at Lakes Int. Language Academy, eff. 12/15/08.
 - G. Additional Hours:
 1. Conni Nordenstrom – additional 2 hr./day for 2008-09 only, eff. 10/20/08.
 2. Rebecca Skalsky – additional 2 hr./day for 2008-09 only, eff. 10/20/08.
- 8.4 Approved Licensed Personnel:
- A. Non-Curricular Position (on non-contract status):
 1. Kimberly Danzi - .5 Drumline Assistant (FLHS).
 2. Elizabeth Johnson – Drumline Director (FLHS).
 3. Matthew Mann - .5 Drumline Assistant (FLHS).
 4. Jeffrey Marn – Weight Training Coach 2008-09 only (CJH/Comm. Ed)
 5. Jamie Pfeifer – International Club Advisor (FLHS)
 6. Doug Sikkink – 8th grade Boys’ Assistant Basketball Coach (CJH)
 7. Matthew Wade – Junior High Choir Director (CJH)
 8. Michael Zondervan – Drumline Assistant (FLHS).
 - B. Additional Position: Early Childhood Special Education Program teacher January 5–June 8, 2009 (109 days).
 - C. Employment:
 1. Brittany Hackney – Regular contract effective 1/5/09 contingent upon approval of item B above.
 2. Jennifer Mayer – .5 Long-term sub contract about 3/23/09 to 6/5/09.
 3. Pamela Strukel – Long-term substitute contract about 1/9/09 to 3/4/09.
- 8.5 Continued participation in Metro North ABE.
- 8.7 Legal Counsel – Ratwik, Roszak, & Maloney, P.A.
- 8.8 District Doctor – Dr. Julie Kammer.
- 8.9 Fiscal Consultant – Springsted, Inc.

- 8.10 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.
- 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 to make electronic fund transfers, stop payment requests, approve certain claims, contracts for budgeted goods and services, and approve change orders.
- 8.13 Appointed Dr. Linda Madsen as the Local Education Agency (LEA) Representative for Title I, IIa, IIc, III, IV and V for the Forest Lake Area Schools.

- 8.6 Banks – Member Grafft moved, seconded by Member Langness, to designate the following banks and depositories for district funds: US Bank, Wells Fargo, LaSalle Bank, PMA Financial Network, MN School District Liquid Asset Fund, First State Bank of Wyoming, Firststar Bank of Minnesota, Security State Bank of Marine, Mainstreet Bank, Patriot Bank Minnesota, Lakes Area Bank, Twin City Federal (TCF). By roll call vote, Member Bresin, Corcoran, Grafft, Kieger, Langness and Rapheal voted aye. Member Gay abstained. None voted no. Motion carried.

- 9. Donations: Member Grafft moved, seconded by Member Langness, to adopt the resolution and accept with appreciation the following donations: \$28 from Big Apple Bagels and \$50 from the Forest Lake Lions Club for the SADD Chapter programs; \$800 from the Forest Lake Lions for the Drumline; \$200 from Stephen J. Talley for pumpkins for Lino Lakes Elementary School Halloween program; \$70 Playstation 2 for Forest View Elementary physical education program from Jason and Amy Lindstrom; \$20 from Laura Mittelbrun for the Linwood Elementary SMART Board fundraiser; \$50 American Flag from the American Legion Post #225 for Forest Lake Elementary School; \$100 clarinet and stand for Lino Lakes Elementary School from Patrick Joyce. All members voted aye and the donations were accepted.

- 10. ROUTINE ACTIONS:
 - 10.1 ECSU – Member Grafft moved, seconded by Member Corcoran, to appoint Eric Langness as the Board Representative to Metro ECSU. All members voted aye and the motion carried.
 - 10.2 MSBA – Member Grafft moved, seconded by Member Rapheal, to appoint Julie Corcoran as the Board Representative to the Minnesota School Boards Association. All members voted aye and the motion carried.
 - 10.3 TIES – Member Kieger moved, seconded by Member Rapheal, to appoint Joe Grafft as the Board Representative to TIES. All members voted aye and the motion carried.

- 10.4 MSHSL – Member Grafft moved, seconded by Member Langness, to appoint Dan Kieger and David Gay as the Board Representatives to the Minnesota State High School League. All members voted aye and the motion carried.
- 10.5 SEE – Member Kieger moved, seconded by Member Grafft, to appoint Rob Rapheal as the Board Representative to Schools for Equity in Education (SEE). All members voted aye and the motion carried.
- 10.6 Curriculum Committee – Member Grafft moved, seconded by Member Rapheal, to appoint Dan Kieger, David Gay and Eric Langness to the Curriculum and Instruction Advisory Committee. All members voted aye and the motion carried.
- 10.7 Member Grafft moved to designate the Forest Lake TIMES as the official School District Newspaper for 2009 at the quoted price of \$6.35 per column inch, 6 pt. type, 11 lines/inch. The motion was seconded by Member Kieger, all members voted aye and the motion carried.
- 10.8 School Board Salaries – Member Rapheal moved, seconded by Member Grafft, to keep School Board Salaries the same at \$200 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 Bresin, Corcoran, Grafft, and Rapheal voted aye. Members Gay, Kieger, and Langness voted no. Motion carried.

11. OLD BUSINESS:

- 11.1 Legislative Platform – Member Grafft moved to adopt the legislative platform for the 2009 Minnesota Legislative session. The motion was seconded by Member Kieger. Following discussion, a friendly amendment was approved to add a statement allowing school districts to begin school before Labor Day. By roll call vote members Bresin, Corcoran, Grafft, Kieger and Rapheal voted aye. Members Gay and Langness voted no. The motion carried and the legislative platform was approved as amended.
- 11.2 Short Term Classified Substitutes Policy – Member Kieger moved to adopt the Short Term Classified Substitutes Policy #434 increasing hourly rates to \$11.00/hour. The motion was seconded by Member Gay, all members voted aye, and the motion carried.
- 11.3 Tax Sheltered Annuities Policy – Member Gay moved to adopt the Tax Sheltered Annuities Policy #307. The motion was seconded by Member Kieger, and all members voted aye and the policy was adopted.
- 11.4 Other Post Employment Benefits (OPEB) – Member Grafft moved to adopt the resolution regarding the sale of OPEB bonds. The motion was seconded by Member Rapheal. By roll call vote members Bresin, Corcoran, Grafft, Kieger and Rapheal voted aye. Members Gay and Langness voted no. The motion carried.
- 11.5 Budget Reduction Process – Member Kieger moved to adopt the 2009-10 and 2010-11 Program Budget Reduction Process. The motion was seconded by Member Grafft. By roll call vote all members voted aye, and the motion carried.

- 11.6 2008-09 Budget Adjustments – Member Grafft moved to approve the budget adjustments for 2008-09. The motion was seconded by Member Kieger, by roll call vote all members voted aye and the motion carried.
- 11.7 Interpreters’ Employment Agreement – this item was pulled off the agenda.
- 11.8 Technology Specialists Employment Agreement - Member Grafft moved to approve the 2008-10 Forest Lake Technology Specialists Association Employment Agreement. The motion was seconded by Member Kieger, by roll call vote all members voted aye and the motion carried.
- 11.9 Benefits General Description - Member Grafft moved to approve the 2008-10 Forest Lake Area Schools Benefits General Description Classified Employment Policies. The motion was seconded by Member Gay, by roll call vote all members voted aye and the motion carried.
- 11.10 World Language Task Force – Member Grafft moved to form a task force to research elementary language immersion program/s for the fall of 2010, explore immersion grant opportunities, and enhancements to the current secondary world language programs. The motion was seconded by Member Langness. Following discussion, a friendly amendment was approved to add two community members and to have two Board Members on the task force. All members voted aye and the motion carried as amended.

12. NEW BUSINESS:

- 12.1 Student Transportation Safety Policy – First reading of Student Transportation Safety Policy #531. Member Grafft moved, seconded by Member Gay, to dispense with the second reading and approve this policy. All members voted aye and the policy was adopted.
- 12.2 School Board Meeting Minutes Policy – First reading of the School Board Meeting Minutes Policy #107. Member Grafft moved, seconded by Member Gay, to dispense with the second reading and approve this policy. All members voted aye and the policy was adopted.
- 12.3 Employment and Other Background Checks Policy – First reading of the Employment and Other Background Checks Policy #438. Member Grafft moved, seconded by Member Gay, to dispense with the second reading and approve this policy. All members voted aye and the policy was adopted.
- 12.4 Agricultural Economics Course – First reading of a new course: Agricultural Economics. This item will be placed on the next meeting agenda for discussion and Board action.

13. The School Board reviewed upcoming calendar dates and acknowledged communications.

As there was no further business, Member Grafft moved to adjourn. The motion was seconded by Member Kieger, and the meeting adjourned at 8:58 p.m.

Bill Bresin President

Rob Rapheal Clerk