

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

November 2, 2023

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The regular meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by Member Peterson at 7:00 p.m. on Thursday, November 2, 2023, at the Forest Lake District Office. Roll was called and the following members were present: Jill Christenson, Julie Corcoran, Luke Hagglund, Jeff Peterson, Rob Rapheal, Curt Rebelein, Gail Theisen and Superintendent Steve Massey, ex officio.

Member Rebelein moved, 2<sup>nd</sup> by Member Hagglund to approve the meeting agenda as presented. All members present voted aye. The motion carried.

4. SCHEDULED / UNSCHEDULED VISITORS:

Listening Session: There were 4 in attendance, discussing various topics  
Green Cards: There were no green card speakers.

5. POSITIVE HAPPENINGS:

FLAHS Student Council reviewed their events, community and district involvement as well as upcoming activities.

Columbus Elementary staff gave updates on evolving Media/Innovation and Art positions.

Teaching & Learning Director Jacobson gave an introduction and overview of the READ Act.

Positive Happenings from around the District and Community were talked about.

6. REPORTS:

Workshops & Conferences – None

916 – Member Theisen talked on Worlds Best Workforce and MTSS

Buildings & Grounds Committee – None

City of Forest Lake – None

Communications Committee – Member Rapheal talked on the Strategic Plan & District Wide Crisis Plan

Community Education – Member Christenson talked on the SAC program

Curriculum, Instruction & Equity Committee – Member Rapheal reviewed Instructional Review, the Secondary Steering Team and attendance trends

Finance Committee – None

Policy Committee – Member Peterson said they will be addressed later in the meeting

Staff Welfare Committee – Member Christenson reported on enrollment and School Board meeting time changes

Superintendent Report - Dr. Massey commended the Teaching & Learning Department along with all Principals and Educators as well as acknowledged that the passing of the 2018 Levy allowed for many educational programs to be able to happen and improve. Also, a pilot program for school bus tracking has been launched with hopeful full rollout early December. Dr. Massey gave a reminder of the FLAHS Veteran's Day Program being held on 11/08/23 as well as that the fall musical "Hello Dolly" is still running during weekends.

## 7. CONSENT AGENDA ITEMS:

Member Rebelein moved to approve agenda items 7.1-7.4, the motion was 2<sup>nd</sup> by Member Rapheal. All members voted aye. The motion carried.

7.1 Approved the Minutes of October 5 & 12, 2023

7.2 Approved the Bills as of November 2, 2023

7.3 Approved Classified Personnel:

### Add/Change of Position(s)

- Addition of an English Learner Paraprofessional position District Wide, up to 30 hours per week and 178 days per year, effective October 23, 2023
- Hourly Increase of 6 Elementary Health Office Assistants currently at 30 hours to 31.25 hours per week, effective October 30th, 2023

### Authorization of Transfer

- Davis, Grace - Custodian at Wyoming Elementary, from 20 hours per week to 40 hours per week, 260 days per year, effective October 17, 2023
- Turnblom, Richard - from Trainee to Substitute School Bus Driver, effective October 23, 2023
- Zachrison, Debra - from Short Cook Helper 17.5 hours to Long Cook Helper 20 hours per week and 178 days per year at the Senior High School, effective October 23, 2023

### End of Employment / Termination

- Morales, Nicole - Bus Driver Trainee, effective August 14, 2023

### Recommendation of Employment

- Quast, Timothy - School Bus Driver, 32.75 hours per week and 184 days per year, effective October 12, 2023
- Milotzky, Michelle - Special Education Paraprofessional II, 30 hours per week and 178 days per year, effective October 31, 2023
- Sanderson, Nicole - Custodian at Senior High School, 40 hours per week and 260 days per year, effective November 1, 2023
- Slagle, Margaret - Health Office Assistant IV, 30 hours per week and 178 days per year, effective October 16, 2023

- Withrow, Ashley - ECFE Teaching Assistant, 9 hours per week and 174 days per year, effective October 23, 2023

Resignation(s)

- House, Lori - Long Hour Cook Helper at the Middle School, effective December 31, 2023
- Johnson, Lynn - Long Hour Cook Helper at the Middle School, effective December 31, 2023
- Kangas, Sherri - School Bus Driver, effective July 7, 2023
- McLafferty, Jared - Bus Driver Trainee, effective September 25, 2023
- Rothmeyer, Kaitlyn - Special Education Paraprofessional at the Education Center, effective October 27, 2023
- Swensen, Lalaine - Long Hour Cook Helper at the Senior High School, effective October 16, 2023

7.4 Approved Licensed Personnel:

Abandonment of Position

- Fletcher, Christy - effective end of day 10/18/2023

Authorization of Position

- .8 FTE Title 1 Teacher at Lino Lakes Elementary for the 23-24 sy only (Heidi Cayou)

Recommendation of Employment

- Cayou, Heidi - .8 FTE effective 10/30/23 for the 23-24 sy only contingent upon proper licensure and satisfactory background check

Unpaid Leave(s) of Absence (LOA)

- Anderson, Kirsten - Unpaid LOA for approximate dates 3/21/24 - 4/26/24

8. ACTION ITEMS:

8.1 Donations: Member Christenson reviewed and thanked the organizations providing donations of music instruments and accessories. Member Christenson moved, 2<sup>nd</sup> by Member Rapheal to accept donations provided to FLAS. All members voted aye. The motion carried.

8.2 Member Christenson moved, 2<sup>nd</sup> by Member Theisen to approve the FLAS Staff Retirement Notice(s). All members voted aye. The motion carried.

8.3 Member Rebelein moved, 2<sup>nd</sup> by Member Corcoran to approve the Use of Student Records Policy 505. All members voted aye. The motion carried.

8.4 Member Theisen moved, 2<sup>nd</sup> by Member Rebelein to approve the A La Carte Item Charging (Formerly Meal Charging) Policy 506. All members voted aye. The motion carried.

8.5 Member Rebelein moved, 2<sup>nd</sup> by Member Corcoran to approve the Discipline Policy 515. All members voted aye. The motion carried.

8.6 Member Theisen moved, 2<sup>nd</sup> by Member Rebelein to approve the Proposed New Policy: Overdose Medication Policy 528A. All members voted aye. The motion carried.

8.7 Member Hagglund moved, 2<sup>nd</sup> by Member Corcoran to approve the Assurance of Compliance and Mandated Reporting. All members voted aye. The motion carried.

8.8 Member Corcoran moved, 2<sup>nd</sup> by Member Hagglund to approve the Resolution Supporting Application to MSHSL Foundation. All members voted aye. The motion carried.

9. NEW BUSINESS:

9.1 First Reading - Employee-Student Relationships Policy 409

9.2 First Reading - Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414

9.3 First Reading - Harassment and Violence Policy 425

9.4 First Reading - Family and Medical Leave Policy 428

9.5 First Reading - Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522

9.6 First Reading - Immunization Requirements Policy 525

9.7 First Reading – Recommendation to Approve New High School Advanced Placement Environmental Science Course

9.8 First Reading – Adjustment to School Board Meeting Start Times

10. REVIEW OF UPCOMING CALENADAR DATES

As there was no further business, Member Rebelein moved, 2<sup>nd</sup> by Member Hagglund to adjourn. All members present voted aye and the meeting adjourned at 8:57 pm.

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Jeff Peterson, President

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Gail Theisen, Clerk

Date: 12/07/2023