

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

November 14, 2024

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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 Rapheal at 6:00 p.m. on Thursday, November 14, 2024, at the Forest Lake Area Schools District Office.

Roll was called and the following members were present: Jill Christenson, Julie Corcoran, Jeff Peterson, Rob Rapheal, Gail Theisen and Superintendent Steve Massey, ex officio. Absent: Luke Hagglund, Curt Rebelein, Jr.

MEETING AGENDA: Member Corcoran moved to approve the School Board Agenda as presented for November 14, 2024, 2<sup>nd</sup> by Member Theisen. All members voted aye. The motion carried.

4. SCHEDULED / UNSCHEDULED VISITORS

Listening Session: 3 were in attendance discussing various topics  
 Green Cards: 1 green card discussing agenda topics

5. STUDENT ACHIEVEMENT

FLAHS Student Council gave updates on their goals, activities and events.

Forest Lake Area Community School Principal Tschudy-Lafean gave an overview of the new Therapeutic Education Program.

6. REPORTS

916 – World's Best Workforce and 916 School Board Policies

Buildings & Grounds – None

City of Forest Lake – Beltz Park improvements, elections and Hometown Holidays

Communications Community – None

Community Education – None

Curriculum, Instruction & Equity – Walk through of FLAHS Industrial Tech department

Finance – Audit status, budget review and Reimagine update

Policy – Reviewed policies appearing later in agenda

Staff Welfare – Reimagine, FLAMS meetings, traffic plans and bus patterns

Superintendent Massey reported on the dynamic & powerful Veteran's Day Program and impressive Career Day at FLAHS. Congratulations to all election winners and thank you to all School Board candidates. There is much prepping being done for the Reimagine transition of 6<sup>th</sup> grade to the FLAMS and the merger of FVE and FLE. Congratulations to FLAS graduate Pete Hegseth for his nomination for US Defense Secretary.

#### 7. CONSENT AGENDA ITEMS:

Member Peterson moved to pull agenda item 7.3 and approve agenda items 7.1-7.2 and 7.4-7.6, the motion was 2<sup>nd</sup> by Member Theisen. All members present voted aye. The motion carried.

7.1 Approved the Minutes of October 3 & 24, 2024

7.2 Approved the Bills as of November 14, 2024

#### 7.4 Approved Licensed Personnel:

##### Non-Curricular Assignment(s)

- Bailey, Katlyn - HS Volleyball - 1.0 Assistant (Booster Paid)
- Bombard Weiner, Amber - Girls Tennis - .32 Assistant
- Folske, Olivia - HS Dance Team - 1.0 Assistant
- Kilpela, Rachel - HS Dance Team - Head
- Lasch, Rhiannon - HS Dance Team - 1.0 Assistant
- Lutgen, Mykala - HS Dance Team - 1.0 Assistant (Booster Paid)
- Olson, Emilee - HS Dance Team - 1.0 Assistant (Booster Paid)
- Tinklenberg, Joellynn - HS Adapted Fall Athletics: Bowling - Head
- Zumwalde, Elizabeth - HS Fall Musical .40 Assistant

##### Unpaid Leave(s) of Absence (LOA)

- Stekel, Ellen - Revised Unpaid LOA approximate dates: 5/5/25-6/4/25 (Corrected from 5/05/24 - 6/04/24; SB approved on 10/24/24)

7.5 Approve 2023-2025 Employment terms and Conditions of the Following Positions: Activities Director, Assessment & Evaluation Coordinator, College & Career Transition Coordinator, Communications Coordinator, Department Coordinators, Early Childhood Coordinator, Ice Arena Manager

7.6 Approve Assurance of Compliance and Mandated Reporting

Member Peterson moved to approve agenda items 7.3, the motion was 2<sup>nd</sup> by Member Theisen. Via roll call vote, members present and voting aye: Corcoran, Peterson, Rapheal, Theisen and members abstaining: Christenson. The motion carried.

#### 7.3 Approved Classified Personnel:

##### Additions or Changes in Positions

- Request the addition of a part time Community Education Office Assistant III position, 30 hours per week and 260 days per year, effective October 30, 2024 (Position funded by Community Education)

Authorization of Transfer

- Anderson, Charles - from Custodian at Lino Lakes Elementary to Arena Maintenance & Utility Worker at the Sports Arena, 40 hours per week and 260 days per year, effective October 26, 2024
- Bjork, Silke - from Long Hour Cook Helper at Forest Lake Area Middle School to Regular School Bus Driver, effective October 28, 2024
- Christenson, Jill - Noon Duty at Scandia Elementary, from 12.5 hours per week to 10 hours per week and 185 days per year, effective November 4, 2024
- Hentges, John - from Substitute School Bus Aide to Regular School Bus Aide, effective October 21, 2024
- Koslowski, Gina - from Regular School Bus Driver to Substitute School Bus Driver, effective October 28, 2024
- Larson, Kathryn - from Long Hour Cook Helper at Linwood Elementary to Special Education Paraprofessional at the Education Center, 30 hours per week and 177 days per year, effective November 11, 2024
- Nerheim Cunningham, Debra - Long Hour Cook Helper, from Lino Lakes Elementary to Forest Lake Area High School, 20 hours per week and 185 days per year, effective October 28, 2024
- Tetzlaff, Beth - from Special Education Paraprofessional/SAC Combo position at Linwood Elementary to Community Education Office Assistant III at the Education Center, 40 hours per week and 260 days per year, effective October 28, 2024
- Urrutia Martinez, Patricia - EL Paraprofessional at Forest View Elementary, from 25 hours per week to 30 hours per week and 177 days per year, effective September 3, 2024

Recommendation of Employment

- Carson, Julia - Special Education Paraprofessional at Forest View Elementary, 30 hours per week and 177 days per year, effective November 11, 2024
- Geppert, Holly - Noon Duty at Columbus Elementary, 12.5 hours per week and 135 days per year, effective October 28, 2024
- Goodroad, Lori - Teaching & Learning Administrative Assistant VI at the District Office, 40 hours per week and 260 days per year, effective November 4, 2024
- Hammond, Mallory - Custodian at Lino Lakes Elementary, 40 hours per week and 260 days per year, effective November 11, 2024
- Krois, Courtnie - Special Education Paraprofessional at Columbus Elementary, 30 hours per week and 177 days per year, effective November 18, 2024
- Roderick, Raychel - Special Education Paraprofessional at Lino Lakes Elementary, 30 hours per week and 177 days per year, effective November 4, 2024
- Spratt, Rayvin - Custodian split between Columbus Elementary and Linwood Elementary, 40 hours per week and 260 days per year, effective November 4, 2024
- Tietje, Julie- Paraprofessional in the Therapeutic Education Program Districtwide, 30 hours per week and 171 days per year, effective November 11, 2024

Resignation(s)

- Nerheim Cunningham, Debra - Long Hour Cook Helper at Forest Lake Area High School, effective October 24, 2024
- Peltier, Trina- Special Education Paraprofessional at Forest View Elementary, effective November 4, 2024

## 8. ACTION ITEMS:

8.1 Donations – Member Peterson reviewed and thanked those providing donations totaling \$45,192.72. Member Peterson moved, 2<sup>nd</sup> by Member Christenson to accept donations provided to FLAS. All members present voted aye. The motion carried.

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

8.3 Member Corcoran moved, 2<sup>nd</sup> by Member Peterson to Adopt a Resolution Canvassing Returns of Votes of School District General Election. Via roll call vote, all members present voted aye. The motion carried.

8.4 Member Theisen moved, 2<sup>nd</sup> by Member Corcoran to Adopt a Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election-Related Duties. Via roll call, all members present voted aye. The motion carried.

8.5 Member Theisen moved, 2<sup>nd</sup> by Member Peterson to approve the 24-25 School Board Meeting Calendar Adjustment. Via roll call vote, all members present voted aye. The motion carried.

8.6 Member Peterson moved, 2<sup>nd</sup> by Member Theisen to approve a Resolution Regarding Employee Payment for Special Education Extended School Year Duties. Via roll call vote, all members present voted aye. The motion carried.

8.7 Member Peterson moved, 2<sup>nd</sup> by Member Corcoran to approve Special Education Records and Records Retention Policy 505A. All members present voted aye. The motion carried.

8.8 Member Theisen moved, 2<sup>nd</sup> by Member Peterson to approve Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process Policy 510. All members present voted aye. The motion carried.

8.9 Member Peterson moved, 2<sup>nd</sup> by Member Corcoran to Ratify the Association of School District Administrators' Agreement. Via roll call vote, all members present voted aye. The motion carried.

8.10 Member Peterson moved, 2<sup>nd</sup> by Member Theisen to Ratify the Forest Lake Supervisors' Association Agreement. Via roll call vote, all members present voted aye. The motion carried.

8.11 Member Theisen moved, 2<sup>nd</sup> by Member Christenson to approve the Resolution Supporting Application to MSHSL Foundation. All members present voted aye. The motion carried.

8.12 Member Corcoran moved, 2<sup>nd</sup> by Member Theisen to approve the Recommendation to Approve AP Seminar as an Option for Meeting the English Requirements in Grade 10. Via roll call vote, all members present voted aye. The motion carried.

8.13 Member Peterson moved, 2<sup>nd</sup> by Member Corcoran to approve the Request for Permission to Bid Phase 2 of HVAC Work at Forest Lake Area High School. Via roll call vote, all members present voted aye. The motion carried.

8.14 Member Peterson moved, 2<sup>nd</sup> by Member Theisen to approve the Request for Permission to Accept Land Donation. Via roll call vote, all members present voted aye. The motion carried.

9. NEW BUSINESS

1. First Reading - Duties of School Board Officers Policy 104
2. First Reading - Purchase of Supplies, Equipment or Services Policy 303
3. First Reading - Harassment and Violence Policy 425
4. First Reading - Family and Medical Leave Policy 428

As there was no further business, Member Theisen moved, 2<sup>nd</sup> by Member Corcoran to adjourn. All members present voted aye and the meeting adjourned at 7:30 p.m.

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Rob Rapheal, President

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Jill Christenson, Clerk

Approved Date: 12/05/2024