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

November 20, 2025

The regular meeting of the School Board of Independent School District No. 831, Forest Lake MN, was called to order by Chair Rebelein at 7:00 p.m. on Thursday, November 20, 2025 at the Forest Lake Area School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Tessa Antonsen, Jill Christenson, Julie Corcoran, Mark Kasel, Curt Rebelein Jr., Gail Theisen and Superintendent Dr. Steve Massey, ex officio, vacant seat open.

MEETING AGENDA
Member Antonsen moved, 2nd by Member Theisen to approve the School Board Agenda as presented for November 20, 2025. All members present voted aye, the motion carried.

SCHEDULED / UNSCHEDULED VISITORS - None

COMMITTEE REPORTS
916 – Review of college & career readiness, policies and language access plan

Buildings & Grounds – Cancelled

Finance – Review of a clean audit report from Carlson Group

Communications – Review of the annual newsletter and email communications

Curriculum, Instruction & Equity – Review of student attendance, lifelong learning, amended A&I plan

Policy – Review of Policies 1206, 1306, 1501

Staff Welfare – Review of enrollment trends, Bullying Prevention Group, Strategic Plan update

CONSENT AGENDA
Member Rebelein pulled item 6.2.
Member Kasel moved, 2nd by Member Antonsen to approve agenda items 6.1 and 6.3 as presented. All members present voted aye, the motion carried.

6.1 Approve the bills as of November 20, 2025

6.3 Approve Licensed Personnel
<u>Leave of Absence (Unpaid)</u>
- Salminen, Stephanie: Approximate dates of 4/06/26 - 5/15/26

Non-Curricular Assignments

- Bennett, Ryan: Boys Hockey - .37 Assistant Coach (Booster paid)
- Brischke, Andrea: Girls Basketball - 1.0 Assistant Coach
- Carpenter, Cole: Boys Hockey - .60 Assistant Coach (Booster paid)
- Dahmes, Benjamin: Wrestling - 1.0 Head Coach
- DuBois, Katie Jo: Ranger Sound (Drumline) - 1.0 Assistant Coach
- Flaherty, Nicole: Adaptive Bowling - 1.0 Assistant Coach
- Griswold, William: Boys Hockey - 1.0 Assistant Coach (Booster paid)
- Johnson, Thomas: Boys Hockey - 1.0 Assistant Coach (Booster paid)
- Kimber, Victoria: Girls Basketball - 1.0 Head Coach
- Nelson, Ellen: Girls Hockey - .25 Assistant Coach (Booster paid - Pending satisfactory background check)
- Pilz, Jake: Wrestling - .65 Assistant Coach (Booster paid)
- Pinewski, Trevor: Alpine Ski - 1.0 Head Coach
- Portner, Taylor: Boys Hockey - 1.0 Assistant Coach
- Stedje, Kellie: Boys Swim/Dive - 1.0 Assistant Coach
- VanAcker, Jeremiah: Wrestling - .90 Assistant Coach
- Welch, Deborah: Boys Swim/Dive - 1.0 Assistant Coach and .10 Head Coach
- Wright, Ryan: Nordic Skiing - .50 Assistant Coach

Recommendation of Employment

- Kaiser, Kyle: 1.0 FTE effective November 17, 2025

Member Antonsen moved, 2nd by Member Theisen to approve agenda item 6.2 as presented. Via roll call, all members present voted aye with Member Christenson abstaining, the motion carried.

6.2 Approve Classified Personnel

Add/Change of Position

- Request the addition of hours to an open Forest Lake Senior High Cook Helper position. From 17.5 hours per week to 20 hours per week, effective November 12, 2025
- Request the addition of hours to an open Forest Lake Middle School Cook Helper position. From 15 hours per week to 20 hours per week, effective November 18, 2025

Authorize of Transfer

- Carlson, Kelly - Long Hour Cook Helper, from 25 hours per week at Forest View Elementary to 20 hours per week at Forest Lake Area High School, effective November 17, 2025
- Crohn, Joy - from Long Hour Cook Helper at Forest Lake Area Middle School to Nutrition Substitute District Wide, effective November 4, 2025
- Del Vecchio-Kaldis, Autumn - from Noon Duty to Long Hour Cook Helper at Forest Lake Area Middle School, 20 hours per week and 178 days per year, effective November 5, 2025

- Haas, Melanie - from Community Education Athletics Office Assistant III to Community Education Athletics Planner at the Education Center, 40 hours per week and 260 days per year, effective November 10, 2025
- Kaufmann, Jacqueline - from Short Hour Cook Helper, 17.5 hours per week, to Long Hour Cook Helper at Forest Lake Area High School, 20 hours per week and 178 days per year, effective November 10, 2025
- Kellerhuis, Jessica - Cook Manager, from 35 hours per week at the Community School to 40 hours per week at Forest View Elementary, effective November 17, 2025
- Mills, Samuel - from School Bus Driver Trainee to Regular School Bus Driver, effective October 29, 2025
- Neeck, Cindy - from Short Hour Cook Helper, 15 hours per week to Long Hour Cook Helper, 20 hours per week and 178 days per year at Forest Lake Area Middle School, effective November 17, 2025
- Oney, Robert - School Bus Driver, from 35 hours per week to 32.5 hours per week, effective October 22, 2025
- Weber, Jeffrey - from School Bus Driver Trainee to Regular School Bus Driver, effective October 30, 2025

<u>End of Employment / Termination</u>

- Employee A - Custodian at Columbus Elementary, effective November 3, 2025
- Employee B - Special Education Paraprofessional at Lino Lakes Elementary, effective November 7, 2025
- Employee C - Custodian at Lino Lakes Elementary, effective November 5, 2025

<u>Recommendation of Employment</u>

- Aguirre, Richard - School Bus Driver, effective November 13, 2025
- Gilbert, Wendy - School Bus Driver Trainee, effective October 23, 2025
- Koller, Ana - School Bus Driver Trainee, effective November 10, 2025
- Moore, Stephanie - School Bus Driver Trainee, effective October 30, 2025
- Shaub, Zoey - School Bus Driver Trainee, effective November 10, 2025
- Takata, Samuel - School Bus Driver Trainee, effective November 4, 2025

<u>Resignation(s)</u>

- Baldwin, Samantha - SAC Program Aide at Forest View Elementary, effective November 26, 2025
- Christenson, Jill - Noon Duty at Scandia Elementary, effective November 25, 2025

ACTION ITEMS

7.1 Member Kasel moved, 2nd by Member Theisen to Approve the Recommendation to Close Open Enrollment for K-12 for the Remainder of the 2025-2026 SY with the Exception of the Community School. Via roll call vote, all members voted aye. The motion carried.

7.2 Board Discussion Related to Applicants for Board Vacancy Position and Determination of Next Steps.

- Chair Rebelein reviewed the Application Process that was approved by the School Board on October 30, 2025
- Applications were received from the following people:

Glen Berg	Andi Courneya	Scot Doboszenski
Princesa Hansen	Laura Ndirangu	Paul Pease
Jeff Peterson	Kenneth Rutford	Tom Schulzentenberg
Jim Smith	Daniel Tuott	

- Mrs. Laura Ndirangu is named as the preferred finalist as the highest unelected vote getter in the 2024 election, giving her an automatic advancement to appointment deliberation.
- The school board is establishing two committees to each select up to two finalists in addition to Mrs. Ndirangu.
- Subcommittees to be divided into:
    - Curt Rebelein, Tessa Antonsen, Mark Kasel
    - Julie Corcoran, Jill Christenson, Gail Theisen
- The committees will meet on December 3, 2025 at 5:00 pm at the Forest Lake Area School's District Office to interview all applicants using a schedule determined by administration.
- Immediately following the committee meetings, the full board will meet, and each committee shall provide the name of up to two selected finalists to the full board.
- All portions of the December 3, 2025 meeting consisting of the full board shall be recorded and streamed online.
- Applicant interviews will be limited to 20 minutes each. Each board member will be given three minutes to ask up to three questions, the first of which must originate from the list provided my Member Theisen and reflect the question assigned tonight.
- Assigned questions are as follows:
    - Member Antonsen – How important is it for you to have a trusting relationship with the superintendent? (If important) How do you achieve this?
    - Member Rebelein – Describe the kind of relationships you want to have with your fellow board members.
    - Member Theisen – What would you intend that your major contributions be as a board member in this school district?
    - Member Christenson – What are your goals and aspirations from a personal point of view?
    - Member Kasel – What legacy would you like to leave as a result of your time on the school board?
    - Member Corcoran – If you have a decision to make, how do you go about making such decisions?
- The special order of business of adopting a resolution naming one of the selected finalists to fill the seat vacated by former Member Hagglund shall be scheduled to take place at the December 4, 2025 board meeting.

Chair Rebelein moved, 2nd by Member Antonsen to Accept the resolution as presented.

Chair Rebelein moved, 2nd by Member Kasel to amend the resolution to change the wording referring to Mrs. Ndirangu from “preferred voter’s choice” to “highest unelected vote getter in 2024 election”. Via roll call on amended motion, all members voted aye. The motion carried, approving the motion as amended. See attachment for approved resolution.

NEW BUSINESS - None

As there was no further business, Member Kasel moved, 2nd by Member Theisen to adjourn. All members present voted aye and the meeting adjourned at 8:45 p.m.

Curt Rebelein, Jr., President

Tessa Antonsen, Clerk

Approved Date: 12/04/2025