



**FOREST LAKE AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, MN 55025-9796  
CLASSIFIED PERSONNEL**

BOARD MEETING: August 4, 2011

**Retirement:**

- Erickson, Dolores – Administrative Assistant V at Linwood Elementary, effective November 4, 2011 after 32 years of service.

**Resignation:**

- Melin, Lisa – Special Education Paraprofessional II at Early Childhood Special Education, effective July 14, 2011.
- Schneider, Sherrill – Noon Duty Supervisor I at Forest View Elementary, effective July 20, 2011.

**Recommendation of Employment:**

- Charpentier, Martha – Census Office Assistant II at the District Office, 8 hours per day and 52 weeks per year, effective July 18, 2011. (Open position)
- Long, Debra - Technology Support Specialist VI at Linwood/Wyoming Elementary, 8 hours per day and 41 weeks per year, effective August 22, 2011. (Open position)
- McReynolds, Marilyn – Technology Support Specialist VI at Lino/Columbus Elementary, 8 hours per day and 41 weeks per year, effective August 22, 2011. (Open position)

**Authorization of Transfer:**

- Anderson, Julie – from Montessori Office Assistant III at the Central Learning Center, 4 hours per day and 52 weeks per year to Office Assistant IV at the Central Learning Center, 8 hours per day and 52 weeks per year, effective July 1, 2011. (Open position)
- Route, Jennifer – from Special Education Paraprofessional II at STEP, 6 hours per day and 37 weeks per year to Special Education Paraprofessional III at Project Search, 6 hours per day and 37 weeks per year, effective September 6, 2011. (Open position)
- Sigfrinius, Gail – from Payroll Office Assistant II, 6 hours per day and 52 weeks per year to Special Education Office Assistant III, 16 hours per week and 52 weeks per year, effective August 8, 2011. (Open position)

**Leave of Absence:**

- Charpentier, Martha – Census Office Assistant II at the District Office, unpaid leave of absence from July 25, 2011 through August 12, 2011.
- Johnson, Mary Beth – Guidance Administrative Assistant V at Century Jr. High, unpaid leave of absence from October 14, 2011 through October 31, 2011.
- ♦ Williams, Bruce – School Bus Driver, unpaid leave of absence from September 6, 2011 through November 6, 2011.

**Change of Hours:**

- Burnell, Delores – Special Education Health Care Specialist IV at Columbus Elementary, from 6.5 hours per day to 6 hours per day and 37 weeks per year, effective August 30, 2011.

**Reduction of Positions (Lay-off Status):**

- Holte, Sandra – Special Education Paraprofessional II at the Area Learning Center, 6 hours per day and 37 weeks per year, effective June 30, 2011.
- Van Keulen, Kimberly – Area Learning Center Office Assistant IV, 4 hours per day and 52 weeks per year, effective June 30, 2011.


**Additional Position:**

- Community Education Early Childhood Family Outreach Specialist, 30 hours per week and 37 weeks per year for the 2011-2012 school year only. This position will be paid for through a one-year Community Education grant from the Anoka County Children and Family Council.

**Additional Hours:**

- Damico, Lawrence – Community Education Adult Program Planner V at the Central Learning Center, from 15 hours per week and 35 weeks per year to 20 hours per week and 34 weeks per year during school year and 5 hours per week and 8 weeks per year during the summer, effective July 11, 2011. These additional hours to be paid through the Community Education budget.

- Recommended by Donna Friedmann

 7/29/11

- ♦ Recommended by Lawrence Martini

 7-29-11

D.M.F./L.A.M.  
07/29/11