

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

June 26, 2014

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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 President Rob Rapheal at 7:01 p.m. on Thursday, June 26, 2014, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Kathleen Bystrom, Julie Corcoran, Dan Kieger, Karen Morehead, Robert Rapheal, Gail Theisen, Erin Turner and Superintendent Linda Madsen, ex officio.

The meeting agenda was reviewed and no changes were made.

4. VISITORS:

Listening session – Members Kieger and Rapheal reported one visitor and they discussed the bond election.

Unscheduled visitor: Mr. John Freed spoke regarding the bond election.

5. STUDENT ACHIEVEMENT:

FLHS principal Steve Massey introduced Don Spears and Dawn Soltis, advisors to the new trap shooting club at the high school. They introduced students participating in the sport and encouraged people to come out and watch. Dave Madison from the Forest Lake Sportsmen's Club also spoke. Forty students were enrolled in the first year and numbers are expected to rise next year. The team participated in the state championship on June 8 and, out of 32 teams, Forest Lake came in 10<sup>th</sup> place with the junior varsity team coming in 5<sup>th</sup> place.

Southwest Jr. High principal Marc Peterson said Southwest has been accepted as a candidate school for IB. He thanked Superintendent Madsen and the school board for their support, and his staff for their hard work.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: Lake Fest, Hall of Fame, Academic Awards night, retirement parties, high school graduation, STEP graduation, Project SEARCH graduation, 916 graduation, Adult Diploma night at Anoka, and Arts in the Park. It was stated that former school board member Joe Grafft received the Paul Harris award from the Forest Lake Rotary Club.

6. REPORTS:

City of Forest Lake –Member Theisen reported the city council approved the TIF funding for the Centennial building, Police Chief Peterson talked about safety camp, there is a bear cub in town, July 1<sup>st</sup> MnDOT will have an update on the pedestrian bridge and roundabouts, and tours of the new city hall are scheduled for July 14.

EMID – Member Morehead reported summer programs are in place and superintendents continue to meet to discuss the future of EMID.

916 – Member Theisen reported attending a workshop on June 16 where they had a presentation from District Management Council.

Superintendent’s Report: Dr. Madsen reported the school district, including Lake Fest Build A Boat winners, will be part of the July 4<sup>th</sup> parade, Arts in the Park is every Tuesday evening at Lakeside Park, July 17 is the YSB event TASTE! at Stars and Strikes, Growing TEFFLA at Waldoch Farms is September 18, the YSB fundraiser Black Tie to Blue Jean event at Vannellis is September 26.

Superintendent Madsen concluded with offering her congratulations and best wishes to Marc Peterson and Deb Wall.

7. CONSENT AGENDA ITEMS:

Member Morehead moved to approve Consent Agenda Items 7.1-7.4. The motion was seconded by Member Theisen. All members present voted aye and the motion carried. Century Jr. High principal Ben Lewis introduced the new assistant principal Jim Gillach to the school board.

7.1 Approved the Minutes of May 29 and June 4, 2014

7.2 Approved the bills as of June 26, 2014

7.3 Approved Classified Personnel:

**Resignation:**

Dunn, Gale – Noon Duty Supervisor I at Scandia Elementary, effective June 5, 2014.

Christianson, Brian – Ice Arena Manager, effective July 15, 2014.

Passon, Gary – Substitute School Bus Driver, effective May 13, 2014.

**Authorization of Transfer:**

Johnson, Brent – from School Bus Driver IV, 5.6 hours per day and 37 weeks per year to Transportation Safety Coordinator VI, 8 hours per day and 52 weeks per year, effective June 9, 2014. (Open position)

Kelley, Elizabeth – Cook Helper/Long Hour at Forest Lake Elementary, from 4.5 hours per to 5.5 hours per day and 180 days per year, effective May 27, 2014. (Open position)

Peterson, Peggy – from Health Office Assistant IV at Forest Lake Elementary, 6 hours per day and 37 weeks per year to Student Services Office Assistant IV at Forest Lake Sr. High, 8 hours per day and 39 weeks per year, effective August 15, 2014. (Open position)

**Leave of Absence:**

Dougherty, Kay – Cook Helper/Long Hour at Linwood Elementary, extend leave of absence from May 23, 2014 through June 6, 2014.

**Additional Position:**

Adult Basic Education Literacy Assistant III position at the Central Learning Center, up to 21 hours per week and 37 weeks per year, effective July 1, 2014. This additional position to be paid for by Community Education.

**Reduction of Position:**

Rachel, Mary Lou – Cued Speech Transliterater at Wyoming Elementary to be placed on lay-off status effective September 1, 2014. This reduction is due to a change in student needs.

## 7.4 Approved Licensed Personnel:

**UNPAID LEAVE OF ABSENCE:**

Quigley, Dawn: Unpaid LOA for 2014-15

Strandlund, Nicole: Unpaid LOA for 2014-15

**NON-CURRICULAR ASSIGNMENT (on non-contract status):**

Bjorklund-Strandlund, Katherine: .125 Student Council (WY 13/14)

DuHamel, Bree: .125 Student Council (WY 13/14)

Ferry, Matthew: .11 Drumline Asst (SR 13/14)

Glowacki, Connie: .125 Student Council (WY 13/14)

Nicklason, Cheryl: .125 Student Council (WY 13/14)

Stenglein, Danielle: .125 Student Council (WY 13/14)

Stoyke, Andrew: .125 Student Council (WY 13/14)

Strandlund, Nicole: .125 Student Council (WY 13/14)

Wright, Jacqueline: .125 Student Council (WY 13/14)

**RESIGNATION/RETIREMENT:**

Guler, Mary: retire effective 6/9/14 (27 years)

Ilten, Peter: resign effective at the end of the 2013-14 school year

Kramer, Daniel: resign effective at the end of the 2013-14 school year

**EXTEND PROBATIONARY PERIOD:**

Bormann, Lynn: Agreement to Extend Probationary Period through the 2014-15 school year only.

**EMPLOYMENT:**

Chrislock, Karyna: 1.0 FTE effective start of 2014-15 school year

Gillach, James: Century Junior High School Asst Principal, effective 7/1/14

Hjelmgren, Jennifer: 1.0 FTE effective start of 2014-15 school year

Johnson, Justin David: 1.0 FTE effective start of 2014-15 school year

Jones, Jacqueline: 1.0 FTE effective start of 2014-15 school year

Kohler, Allyson: 1.0 FTE effective start of 2014-15 school year

Lust, Katherine: 1.0 FTE effective start of 2014-15 school year

McDowell, Suzanne: 1.0 FTE effective start of 2014-15 school year

Miller, Caitlin: 1.0 FTE effective start of 2014-15 school year  
 Nelson, Katherine: 1.0 FTE effective start of 2014-15 school year  
 Sarne, Stephanie: 1.0 FTE effective start of 2014-15 school year  
 Schommer, Brittney: 1.0 FTE effective start of 2014-15 school year  
 Zarbok, Gina: 1.0 FTE effective start of 2014-15 school year

**AUTHORIZATION OF ADDITIONAL TEACHING POSITIONS EFFECTIVE AT THE START OF THE 2014-15 SCHOOL YEAR, UNLESS OTHERWISE NOTED:**

1.0 FTE Wyoming Grade 4

**REMOVAL OF ASSIGNMENT FROM CONTRACT:**

Ward, Bradley: Remove of Junior Class Advisor (Prom) from contract.

8. Donations: Member Turner moved, seconded by Member Kieger to adopt the resolution and accept with appreciation the following donations: mulch valued at \$100 from Dirtworks, Inc., Isanti to Wyoming Elementary; mulch valued at \$40 from Bjorklund Trucking, Isanti to Wyoming Elementary; \$5600 from Forest Lake/Forest View PTA to Forest View Elementary to purchase laptops; \$1000 from Chad Hansen Memorial Fund, Forest Lake, to Scandia Elementary to purchase iPads; \$472.40 from Box Tops for Education, Highland Park, MI to Scandia Elementary to provide student activities and supplies; \$140 from Wells Fargo Foundation, Princeton, NJ to Wyoming Elementary for educational needs; \$25 gift card from Big Apple Bagel, Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; 2-\$25 gift cards from Old Log Cabin Restaurant, Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; lotions/salts/shampoo/conditioner from Adevia Spa Salon, Forest Lake to Century Jr High Peer Leaders for Freshman Farewell; \$25 gift card from Forest Jewelers, Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; \$25 gift card from Famous Dave's, Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; \$50 gift card from Target, Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; Forest Lake Bracelet valued at \$20, from Trade Winns Sports, LLC, Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; 300 tickets from Forest Lake Printing to Century Jr. High Peer leaders for Freshman Farewell; \$20 from S&H Hardware, Inc., Forest Lake to Century Jr. High Peer Leaders for Freshman Farewell; Flowers/centerpiece arrangement from Forest Lake Floral to Century Jr. High Peer Leaders for Freshman Farewell; Rifton stander valued at \$2000 from John and Laura Michels, Forest Lake to SPED early childhood PT, 1997 Pontiac Grand Am from Steve and Michelle Johnson, Forest Lake to FLHS Industrial Tech/Auto Tech.; 1994 Chrysler Concord from Jacqueline Kaufmann, Wyoming, to FLHS automotive technology program.

All members present voted aye and the motion carried.

9. **OLD BUSINESS:**

- 9.1 Adopt Resolution Establishing Dates for Filing Affidavits of Candidacy - Member Kieger moved to adopt Resolution Establishing Dates for Filing Affidavits of Candidacy. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members present voted aye and the motion carried.

- 9.2 Resolution Approving NE Metropolitan Intermediate School District 916 Health & Safety Program Budget and Health and Safety Funding Requirements. Member Corcoran moved to approve the NE Metropolitan Intermediate School District 916 Health & Safety Program Budget and Health and Safety Funding Requirements. The motion was 2<sup>nd</sup> by Member Kieger, by roll call vote all members present voted aye and the motion carried
- 9.3 Bond Discussion - The school board will hold meetings on July 10 & 29, and August 7 & 21 to continue the discussion. The facilities task force will meet on July 10 at 5:00 pm, one hour before the school board meeting.

Member Turner made the motion, 2<sup>nd</sup> by Member Corcoran, to direct administration to pick a survey company and to move forward with the survey. By roll call vote all members voted aye.

Larry Martini presented the board with alternate tools for financing facility and capital projects.

Administration will look at what tools can be used to accomplish different pieces with the components Mr. Martini brought forward and will report at the July 10 meeting.

The meeting recessed at 8:40 pm. The meeting resumed at 8:50 pm and all members were present.

- 9.4 Award Phone Systems Bids – Member Corcoran moved to Award Phone Systems Bids to Integra. The motion was 2<sup>nd</sup> by Member Kieger, by roll call vote all members present voted aye and the motion carried.
- 9.5 Approve 2014-2015 Budget (as attached) - Member Bystrom moved to approve the 2014-2015 Budget. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.
- 9.6 Certify School District Population – Member Morehead moved to Certify School District Population. The motion was 2<sup>nd</sup> by Member Theisen, all members present voted aye and the motion carried.
- 9.7 Approve Activities Director Employment Policy – Member Kieger moved to approve Activities Director Employment Policy. The motion was 2<sup>nd</sup> by Member Bystrom , by roll call vote all members present voted aye and the motion carried.

#### 10. NEW BUSINESS:

- 10.1 Request for Establishment of an Advisory Committee to Implement the World's Best Workforce (WBWF) District Plan. Member Morehead moved to approve the Request for Establishment of an Advisory Committee to Implement the World's Best Workforce (WBWF) District Plan with Jennifer Tolzmann forming and facilitating the task force. The motion was 2<sup>nd</sup> by Member Corcoran, all members present voted aye and the motion carried.

11. COMMUNICATIONS: The School Board reviewed communications and upcoming calendar dates.



# Proposed Districtwide Budgets for 2014-2015

## Forest Lake Area Schools

### - SUMMARY OF ALL FUNDS -

	<u>General Fund</u>	<u>Food Service</u>	<u>Community Ed</u>	<u>Construction</u>	<u>Debt Service</u>	<u>OPEB Debt</u>	<u>OPEB Medical</u>	<u>Total All Funds</u>
<b>Sources of Funds:</b>								
Revenue	\$ 71,896,407	\$ 3,338,652	\$ 3,903,260	\$ 1,495,000	\$ 4,107,900	\$ 532,100	\$ 540,000	\$ 85,813,319
Fund balance reduction	1,986,589	-	41,429	-	7,100	27,900	-	2,063,018
<b>Total Sources of Funds:</b>	\$ 73,882,996	\$ 3,338,652	\$ 3,944,689	\$ 1,495,000	\$ 4,115,000	\$ 560,000	\$ 540,000	\$ 87,876,337
<b>Uses of Funds:</b>								
Expenditures	\$ 73,882,996	\$ 3,300,495	\$ 3,944,689	\$ -	\$ 4,115,000	\$ 560,000	\$ 500,000	\$ 86,303,180
Fund balance increase	-	38,157	-	1,495,000	-	-	40,000	1,573,157
<b>Total Uses of Funds:</b>	\$ 73,882,996	\$ 3,338,652	\$ 3,944,689	\$ 1,495,000	\$ 4,115,000	\$ 560,000	\$ 540,000	\$ 87,876,337
<b>Estimated End of Year Fund Balance</b>	\$ 5,052,953	\$ 680,125	\$ 681,855	\$ 1	\$ 571,898	\$ 1	\$ 213,207	\$ 7,200,040