

**INDEPENDENT SCHOOL DISTRICT NO. 831**  
**Forest Lake, Minnesota**  
**SCHOOL BOARD MEETING**  
**June 15, 2017**

A School Board Meeting of Independent School District No. 831, Forest Lake, Minnesota was called to order by President Rob Rapheal at 6:01 pm on Thursday, June 15, 2017 at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Julie Corcoran, Karen Morehead, Luke Odegaard, Jill Olson, Rob Rapheal, and Superintendent Linda Madsen, ex officio. Member Jeff Peterson arrived at 6:02 pm.

3.0 CONSENT AGENDA ITEMS:

Member Morehead moved approval of agenda items 3.1 – 3.3. The motion was 2<sup>nd</sup> by Member Corcoran. All members present voted aye and the motion carried.

3.1 Approve Bills as of June 15, 2017

3.2 Approve Classified Personnel:

Resignation:

- Jankowski, Mark – SAC Program Aide at Forest View Elementary, 4.5 hours per day and 40 weeks per year, effective June 8, 2017.
- Merrell, Judith – SAC/Steps Ahead Program Aide at Lino Lakes Elementary, 5.5 hours per day and 40 weeks per year, effective June 8, 2017.
- Mesenbring, Trisha – Administrative Assistant V at Forest View Elementary, 8 hours per day and 52 weeks per year, effective June 15, 2017.

Retirement:

- Ramsey, Sonja – Special Education Paraprofessional II at Scandia Elementary, 6 hours per day and 37 weeks per year, effective June 9, 2017.

Recommendation of Paraprofessional employment for Summer School, June 14 through July 19, 2017:

- Athen, Cynthia
- Berglund, Alyssa
- Bethke, Chelsie

- Burkhardt, Tammy
- Case Strand, Kathleen
- Chiodin, Linda
- Drury, Heidi
- Enrooth, Jean
- Frederickson, Kelli
- Gibson, Theresa
- Greenwaldt, Judy
- Greniger, Allison
- Haines, Katie
- Heitman, Laura
- Hoff, Patty
- Holt, Shanna
- Hudon, Elodee
- Jacobson, Eliana
- Jarosz, Stacey
- Kieger, Linda
- Knutson, Katie
- Knyphausen, Linda
- Lehner, Tammy
- Lundy, Brianna
- McCarthy, Mona
- McGraw, Melissa
- Medina, Shelly
- Meyer, Kelly
- Miller, Trisha
- Peter, Debra
- Plain, Terri
- Redepping, Ann
- Ritchie, Aryn
- Rixe-Carlson, Lisa
- Rossman, Dawn
- Schwanz, Heather
- Seim, Sonja
- Steuernagel, Kelly
- Tietje, Julie

- Tilton, Candy
- Tkach, Barb
- Unzen, Sheila
- VanBergen, Abby
- Voge, Dawn
- Wohlberg, Shannon

Recommendation of Employment:

- Brown, Jenna – Preschool Educator at the Central Learning Center, 19.73 hours per week and 31 weeks per year, effective August 7, 2017.
- Kiewel, Wendy – Preschool Educator at the Central Learning Center, 15.62 hours per week and 31 weeks per year, effective August 7, 2017.
- Shelafoe, Torri – Special Education Health Care Specialist IV at the Senior High, 6 hours per day and 37 weeks per year, effective 2017-18 school year.
- Thome, Michael – B Shift Custodian at Southwest Junior High, 8 hours per day and 52 weeks per year, effective June 14, 2017.

Authorization of Transfer:

- Riepe, Mary – Noon Duty Supervisor I at Forest Lake Elementary 2.5 hours per day and 35 weeks per year to Cook Helper at Forest Lake Elementary, 3 hours per day and 35 weeks per year, effective 2017-18 school year.

Leave of Absence:

- Rohe, Jenny – Cook Manager at Columbus Elementary from May 26 through June 2, 2017.

Lay off Status Due to Reduction of Position:

- Larson, Brenton – Technology Specialist VI at Century Junior High, effective June 31, 2017
- Sodren, Brian – Technology Specialist VI at Linwood Elementary, effective June 31, 2017

Reduction of Position:

- Olson, Jennifer – Supervisor of Aquatic Activities at Southwest Junior High, from 40 hours per week (1.0 FTE) to 30.77 hours per week (.769 FTE), effective July 1, 2017

### 3.3 Approve Licensed Personnel:

#### A. NON-CURRICULAR ASSIGNMENT(S):

1. Kaslow-Briggs, Alexandra: .5 Asst Jazz Band (SW)
2. Stauffer, Jan: Head Art Club Advisor (CEN)

#### B. EMPLOYMENT:

1. Anderson, Alan: .5 FTE effective 17-18 school year
2. Conlin, Ashley: 1.0 FTE effective 17-18

#### C. RETIREMENT/RESIGNATION(S):

1. Buffington, Stephanie: Resign end of 2016-17 school year
2. Kozlowski, Anna: Resign end of 2016-17 school year
3. McDowell, Suzanne: Resign end of 2016-17 school year
4. Sagehorn, Luci: Resign end of 2016-17 school year (after ESY/summer school)
5. Swendiman, Scott: Resign end of 2016-17 school year (after summer school)

### 4.0 REPORT:

Community Education Director Corey McKinnon reported on the new Facility Use Policy. It will have a first reading at the June 22, 2017 school board meeting.

### 5.0 OLD BUSINESS:

Member Peterson moved to Certify School District Population of 48,832 as of June 15, 2017. The motion was 2<sup>nd</sup> by Member Olson, by roll call vote all members present voted aye. The motion carried.

Member Morehead moved to Approve Principal/Assistant Principal Placements for 2017-18 and 2018-19. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye. The motion carried.

**Forest Lake Area Schools Administrative Structure 2017-2018 and 2018-2019**

<b>17-18</b>	<b>Administration</b>	<b>18-19</b>	<b>Administration</b>
HS	Principal - J. Caldwell AP - Kathy Ungerecht AP - Justin Sawyer	HS	Principal - J. Caldwell AP - Kathy Ungerecht AP - Justin Sawyer AP - Open
Century	Principal - JP Jacobson AP - Ron Burris	7-8 Building	Principal-JP Jacobson AP - Ron Burris
SW	Principal - JP Jacobson AP - (Open) (Not a new position)		
ALC/CLC	Principal - Kelly Lafean	ALC/CLC	Principal - K. Lafean
Columbus	Neal Fox	Columbus	Neal Fox
FV	Scott Urness	FV	Scott Urness
FLE	Kenny Newby	FLE	Kenny Newby
Scandia	Julie Greiman	Scandia	Julie Greiman
Wyoming	Curtis Slater	Wyoming	Curtis Slater
Lino Lakes	Scott Geary	Lino Lakes	Scott Geary
Linwood	Joe Mueller	Linwood	Joe Mueller

Member Olson moved to Ratify 2016-18 Food Service Bargaining Unit SEIU Local 284 Agreement. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote Members Corcoran, Morehead, Olson, Peterson, and Rapheal voted aye. Member Odegaard voted no. The motion carried.

Member Morehead moved to Adopt Resolution for the Non-Renewal of Probationary Teacher(s). The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye. The motion carried.

6.0 NEW BUSINESS

No new business was reported.

As there was no further business, Member Corcoran moved to adjourn. The motion was 2<sup>nd</sup> by Member Morehead. All members present voted aye and the meeting adjourned at 6:40 pm.

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Rob Rapheal

President

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Jill Olson

Clerk

INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, Minnesota 55025  
June 15, 2017

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE  
TEACHING CONTRACT(S) OF THE FOLLOWING PROBATIONARY TEACHER(S):

Mitchell Houle

WHEREAS, the above named are probationary teacher(s) in Independent School District  
No. 831.

BE IT RESOLVED, by the School Board of Independent School District No. 831,  
that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract(s) of  
the above named probationary teacher(s) in Independent School District No. 831, are hereby  
terminated at the close of the current 2016-17 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher(s)  
regarding termination and non-renewal of their contract(s) as provided by law, and that said  
notice shall be in substantially the following form:

NOTICE OF TERMINATION AND NON-RENEWAL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_:

You are hereby notified that at a regular meeting of the School Board of Independent  
School District No. 831 held on June 15, 2017 a resolution was adopted by a majority roll  
call vote to terminate your contract effective at the end of the current school year and not to  
renew your contract for the 2017-2018 school year. Said action of the Board is taken  
pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the School Board give its reasons for the non-  
renewal of your teaching contract. However, such request must be received in writing  
within ten days after the receipt of this notice.

Yours very truly,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 831

\_\_\_\_\_  
Jill Olson, Secretary of School Board

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof: \_\_\_\_\_;

and the following voted against the same: \_\_\_\_\_;

and the following were absent: \_\_\_\_\_;

whereupon said resolution was declared duly passed and adopted.