

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

December 7, 2017

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The annual Truth-In-Taxation Hearing was held on December 7, 2017 at 6:00 pm. At roll call the following members were present: Julie Corcoran, Karen Morehead, Luke Odegaard, Jill Olson, Jeff Peterson, Rob Rapheal, Gail Theisen, and Superintendent Dr. Steve Massey, ex officio.

Director of Business Services, Lawrence Martini, presented the district's proposed tax levy followed by an opportunity for public questions and answers. There was no citizen input or questions from the audience.

At 6:51 pm Member Peterson moved to adjourn the hearing. The motion was seconded by Member Odegaard, all members present voted aye and the hearing was adjourned.

The meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by President Rob Rapheal at 7:00 p.m. on Thursday, December 7, 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, Jeff Peterson, Robert Rapheal, Gail Theisen and Superintendent Steve Massey, ex officio.

The meeting agenda was reviewed and President Rapheal asked to add an item to the agenda to include a TIES report during the report section. Member Morehead moved, 2<sup>nd</sup> by Member Peterson to add the agenda item. All members voted aye. The motion carried.

Due to the Truth-in-Taxation Hearing there was no Listening Session.

Activities Director Aaron Forsythe introduced fall sports participants from the swim & dive team, boys' and girls' cross country team and volleyball team.

Two people spoke to agenda item 7.4 at the Scheduled/Unscheduled Visitor section.

4. VISITORS:

There was no Listening Session due to the Truth-In-Taxation Hearing.

5. STUDENT ACHIEVEMENT:

Columbus Elementary School Principal Neal Fox presented to the board: facilities improvements, academic progress, evidence climate for learning - PBIS, teaching practice - creating a culture of literacy, and reciprocal teaching. Mr. Fox thanked the PTO for all of their work.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: volleyball, hockey and basketball games, attended *My Fair Lady* and *Aladdin*, band/orchestra/choir concerts, curriculum and PTO meetings, Turkey Bingo at Wyoming Elementary, Scandia 2<sup>nd</sup> grade breakfast, Veterans Day program, and a 916 tour.

6. REPORTS:

916 – Member Theisen reported the board received a Career Tree presentation, received the audit report, reviewed and approved the 2018 meeting schedule, approved three board policies, had a closed session for collective bargaining agreements, and reviewed officer elections that will take place next month.

Equity Alliance MN – Member Morehead gave a handout highlighting things going on at Equity Alliance, met with MDE Commissioner Cassellius, and attended a personnel committee meeting.

Policy Committee – Member Olson reported the committee discussed the Travel Expense Reimbursement Policy and reviewed tonight’s agenda items 10.2-10.8.

Buildings and Grounds Committee – Member Olson reported the committee received building project updates.

Finance Committee – Member Odegaard reported review of the FY18 budget status, student enrollment monitoring continues, the audit will be presented to the board in January, reviewed the 2018 property tax details.

TIES – Member Rapheal reported that the TIES consortium is decreasing leading to individual district expenses increasing. TIES has asked remaining districts if they want to stay and reorganize the bylaws or disband and have provided spreadsheets to member districts to review. Districts will vote on January 24 as to whether or not they will stay with TIES. Larry is reviewing the information.

City of Forest Lake – Member Morehead reported the city had a budget meeting; three new police officers were hired.

Reshaping Opportunities for Success 2015-2020 – Business Director Lawrence Martini gave project updates and shared photos.

Superintendent’s Report: Dr. Massey thanked all those that voted in the November election, the lighting and sound system in high school auditorium has been upgraded thanks to the Hanifl Foundation, work continues on the 7-8 and 9-12 transition, we have started News Flash at 831 on the district Facebook page.

7. CONSENT AGENDA ITEMS: Member Theisen moved to approve Consent Agenda Items 7.1-7.4. The motion was 2<sup>nd</sup> by Member Peterson. All members present voted aye and the motion carried.

7.1 Approved the Minutes of November 2 and 16, 2017

7.2 Approved the bills as of December 7, 2017

7.3 Approved Classified Personnel:

Authorization of Transfer:

- Fitzsimons, Steven – Custodian from Central Learning Center to Century/Transportation split, 40 hours per week and 52 weeks per year, effective December 18, 2017.
- Koehly, Jill – School Age Childcare Program Aide at Lino Lakes Elementary from 10 to 11.25 per week and 40 weeks per year, effective November 13, 2017.
- Lund, Kami – from Noon Duty Supervisor to Special Education Paraprofessional II at Forest View Elementary, 30 hours per week and 37 weeks per year, effective December 4, 2017.
- Muellner, Michelle - School Age Childcare Program Aide at Wyoming Elementary from 10 to 20 per week and 40 weeks per year, effective November 27, 2017.
- Murray, Susan – School Age Childcare Program Aide at Linwood Elementary from 10 to 11.25 per week and 40 weeks per year, effective November 13, 2017.
- O’Bryan, Carley - School Age Childcare Program Aide at Forest Lake Elementary from 15 to 28.75 per week and 40 weeks per year, effective November 27, 2017.
- Vogel, Nancy – Cook Helper at Southwest Junior High, 15 hours per week to Long Hour Cook Helper at Linwood Elementary, 20 hours per week and 35 weeks per year, effective November 13, 2017.

End of Employment:

- Dahnke, Julie – Title 1 Assistant II at Linwood Elementary, effective June 1, 2017.

Leave of Absence:

- Bernier, Karen – Cook Helper at Wyoming Elementary, from November 13 through December 21, 2017.
- Delmont, Stephen – Transportation Shop Foreperson from October 26 through December 11, 2017.
- Greene, Debra – Cook Manager at St. Peter’s Elementary from November 27 through December 13, 2017.
- Jelinek, Patricia – Bus Aide from October 30 through November 10, 2017.
- Prestegaard, Bruce – Bus driver from November 6 through December 20, 2017.
- Schlaeger, Jacqueline – Bus Driver from November 13 through December 4, 2017.
- Stafford, Loraine – Cook Helper at Southwest Junior High from November 13 through 22, 2017.

New Position(s):

- Additional 2.75 hour School Age Childcare Program Aide position at Forest Lake Elementary.

Recommendation of Employment:

- Johnson, Janet - School Age Childcare Program Aide at Wyoming Elementary, 10 per week and 40 weeks per year, effective November 13, 2017
- Korb, Lily - School Age Childcare Program Aide at Linwood Elementary, 27.5 per week and 40 weeks per year, effective November 20, 2017
- Phillips, Dawn – Special Education Paraprofessional at Wyoming Elementary, 30 hours per week and 37 weeks per year, effective November 28, 2017

- Riepe, Mary – School Age Childcare Program Aide at Forest Lake Elementary, 10 per week and 40 weeks per year, effective November 20, 2017
- Rieter, Rachel - School Age Childcare Program Aide at Linwood Elementary, 10 per week and 40 weeks per year, effective November 13, 2017
- Stiles, Gina – Bus Driver, 26.25 hours per week and 37 weeks per year, effective November 13, 2017.
- Weller, Ashli – Cook Helper at Southwest Junior High, 15 hours per week and 35 weeks per year effective November 30, 2017.

Resignations:

- Geretschlaeger, Sandra – Cook Helper at Columbus Elementary, effective November 21, 2017.
- Johnson, Janet - School Age Childcare Program Aide at Wyoming Elementary effective November 15, 2017
- Miner, Beverly – Custodian at Senior High School, effective before start date.
- Olson, Christopher – Noon Duty Supervisor at Wyoming Elementary, effective November 30, 2017.
- Oseth, Jennifer – Special Education Paraprofessional II at Lino Lakes Elementary, effective November 14, 2017.
- Weiss, James – Custodian at Southwest Junior High, effective December 10, 2017.

7.4 Approved Licensed Personnel:

A. UNPAID LEAVE(S) OF ABSENCE (LOA):

1. Schwecke, Brittany: Extend LOA from ending on approximately 11/20/17 to ending on approximately 2/23/18
2. Waldoch, Emily: Unpaid LOA for approximately 5/18/18-5/24/18

B. NON-CURRICULAR ASSIGNMENT(S):

1. Bjork, Heidi: Head Robotics (SR)
2. Brischke, Andrea: Asst Girls' Basketball (SR)
3. Cahoy, Brittany: Student Council (FL)
4. Coleman, William: Asst Boys' Hockey (SR)
5. Conley, Brian: Girls' Basketball 9 (SR)
6. DeFord, Mary: Math Masters (COL)
7. Eidenschink, Brent: Asst Wrestling (SR)
8. Fick, Benjamin: Head Nordic Skiing (SR)
9. Guidry, John: Head Choir (SR)
10. Hoidal, Benjamin: Asst Boys' Basketball (SR)
11. Kolbow, Brent: .5 Asst Wrestling (SR)
12. Kolbow, Jordan: .5 Asst Wrestling (SR)
13. Kolden, Jacob: Math Masters (WY)
14. Laqua, Maurya: .39 Asst Girls' Basketball (SR)
15. Livermore, David: Auditorium Mgr & Head Orchestra (SR)
16. Loo, Jonathan: Head Boys' Hockey (SR)

17. Mau, Joseph: Head Boys' Swim/Dive (SR)
18. Pulczynski, Carrie: Math Masters (WY)
19. Rugar, Christopher: Asst Girls' Basketball (SR)
20. Welch, Deborah: Asst Boys' Swim/Dive (SR)
21. Wilson, Jeffrey: .43 Asst Weight Room (SR)
22. Zumwalde, Barry: Head Band, Head Jazz Band & Head Pep Band (SR)

C. NON-RENEWAL OF COACHING ASSIGNMENT:

Wilson, Jeffrey: Head Football (SR)

D. EMPLOYMENT:

1. Nygaard, Carol: approx 140 hours, effective 11/28/17  
& Approve Agreement to Resume Teaching Services &  
Agreement to Extend Probationary Period
2. Reissmann, Becky: 1.0 FTE effective 17-18 school year

E. AUTHORIZATION OF ADDITIONAL POSITION(S)

One Title I Teacher at St. Peter's for approximately 140 hours during  
the 2017-18 school year only (Carol Nygaard)

8. Donations: Member Odegaard moved, 2<sup>nd</sup> by Member Olson to adopt the resolution and accept with appreciation the following donations: \$2,152.47 from FL girls' basketball boosters to FLHS girls' basketball team for assistant coach; prep work, concrete work in preparation of installation of benches from All Around Remodeling, FL, to Forest View Elementary - \$1,000 value; \$1,000 from Fairview Health Services, Wyoming, to FLAS to purchase tennis shoes for district students that cannot afford them; \$100 from Allina Health Community Engagement, Mpls, to Forest View Elementary for student needs and activities; \$6,898.93 from Blue Line Club, FL, to FLHS boys' hockey team for two assistant coaches; \$150 from Faith Lutheran Church, FL, to FLAS to assist a district family get power reconnected, \$200 from First State Bank of Wyoming, Wyoming, to FL FFA for the national convention conference; \$850.90 from Faith Lutheran Church, FL, to ISD 831 Food Service Department to help pay school lunch debt; \$248 from FL Rotary, to ISD 831 Food Service Department for school lunches; \$1,000 from Washington/Ramsey County Farm Bureau to FL FFA for the national convention and leadership activities; \$10,486.37 from FL wrestling boosters to FLHS wrestling team for payment of additional assistant coaches; hundreds of snacks from Faith Lutheran Church, FL, to district health offices to provide students with nutrition. All members present voted aye and the motion carried.

Members Corcoran and Morehead thanked football coach Jeff Wilson for his years of service.

9. OLD BUSINESS:

- 9.1 Member Peterson moved to approve the proposed Post-Election Review Plan. The motion was 2<sup>nd</sup> by Member Theisen, all members present voted aye and the motion carried.

President Rapheal called a five minute break at 8:49 pm. The meeting resumed at 8:58 pm and all members were present.

- 9.2 Member Theisen moved to Recommend Award of Bids for the 2018 Senior High School Wall Repairs. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye and the motion carried.
- 9.3 Member Theisen moved to Recommend Award Lino Lakes Elementary – Multiple Prime Contract Bids for Landscaping & Asphalt. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye and the motion carried.
- 9.4 Member Theisen moved to Recommend Award Scandia Elementary Bid Package #2, Building Addition, Interior Remodeling, HVAC Upgrades, and Site Work. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members present voted aye and the motion carried.
- 9.5 Member Theisen moved to Certify 2017 Property Taxes Payable in 2018. The motion was 2<sup>nd</sup> by Member Olson, by roll call vote all members present voted aye and the motion carried.

Superintendent Massey asked Principal JP Jacobson to present to the board the process in choosing the name for the current 7/8 Building.

- 9.6 Member Olson moved to approve the naming of the 7/8 Building to Forest Lake Area Middle School. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.
- 9.7 Member Corcoran moved to approve Student Sex Nondiscrimination Policy 421. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.
- 9.8 Member Theisen moved to approve Technology Acceptable Use and Safety Policy 540. The motion was 2<sup>nd</sup> by Member Morehead, by roll call vote all members present voted aye and the motion carried.
- 9.9 Member Corcoran moved to approve Attendance at Professional Meetings Policy 404. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye and the motion carried.
- 9.10 Member Olson moved to approve Travel Expense Reimbursement Policy 302. The motion was 2<sup>nd</sup> by Member Theisen. Member Peterson made a motion to add an amendment to the policy increasing the meal cost to \$35.00 per day. Member Theisen 2<sup>nd</sup> the motion. By roll call vote Members Peterson, Theisen, Corcoran and Rapheal voted aye. Members Morehead, Odegaard and Olson voted no. The motion carried and the amendment was added.

By roll call vote Members Theisen, Corcoran, Rapheal, and Peterson voted aye to approve the original motion as amended. Members Morehead, Odegaard and Olson voted no. The motion passed.

- 9.11 Member Morehead moved to approve Staff Facilities Policy 405. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye and the motion carried.
- 9.12 Member Peterson moved to approve Student Attendance Policy 519. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members present voted aye and the motion carried.
- 9.13 Member Peterson moved to approve New Course Proposal – 9<sup>th</sup> Grade Metals/Woods. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members present voted aye and the motion carried.
- 9.14 Member Corcoran moved to approve New Course Proposal – Business Information Systems. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.
- 9.15 Member Theisen moved approve New Course Proposal – Human Relations in Business. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye and the motion carried.
- 9.16 Member Olson moved to approve New Course Proposal – Workplace Skills. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.

Member Peterson moved, 2<sup>nd</sup> by Member Corcoran to approve agenda items: 9.17 approve Course Deletion – Plant Science – Propagation, 9.18 approve Course Deletion – Ag Mechanics Skills, 9.19 approve Course Deletion – Advanced Ag Mechanics Skills, 9.20 approve Course Deletion – Adventures in Agriculture B, 9.21 approve Course Deletion – Engineering & Tech in Agriculture, 9.22 approve Course Deletion – Agri-Entrepreneurship. By roll call vote all members present voted aye and the motion carried.

#### 10. NEW BUSINESS:

- 10.1 First Reading: Resolution for School Trust Lands. This item will be placed on the next regular agenda for board action.
- 10.2 First Reading: Public and Private Personnel Data Policy 406. This item will be placed on the next regular agenda for board action.
- 10.3 First Reading: School Board Member Reimbursement Guidelines Policy 103A. This item will be placed on the next regular agenda for board action.
- 10.4 First Reading: Out-of-State Travel by School Board Members Policy 103B. This item will be placed on the next regular agenda for board action.

- 10.5 First Reading: Age of Initial Entrance Into School Policy 501. This item will be placed on the next regular agenda for board action.
- 10.6 First Reading: Graduation Requirements Policy 613. This item will be placed on the next regular agenda for board action.
- 10.7 First Reading: Credit for Learning Policy 620. This item will be placed on the next regular agenda for board action.
- 10.8 First Reading: Discontinue Policy 615 – Basic Standards Testing, Accommodations, Modifications, and Alternative Assessments for IEP, Section 504 Accommodation and LEP Students. This item will be placed on the next regular agenda for board action.
- 10.9 First Reading: New Course Proposal – Chamber Strings. This item will be placed on the next regular agenda for board action.

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

At 9:47 pm Member Morehead moved, 2<sup>nd</sup> by Member Olson to recess the regular meeting to go into closed session to discuss FLEA negotiation parameters. All members voted aye and the meeting recessed.

The closed meeting convened at 9:58 pm. Roll call was taken and all members were present.

At 10:19 pm Member Olson moved, 2<sup>nd</sup> by Member Odegaard to go into open session. All members voted aye. At 10:20 pm the regular meeting was reconvened. Roll call was taken and all members were present.

As there was no further business, Member Olson moved, 2<sup>nd</sup> by Member Theisen to adjourn. All members present voted aye and the meeting adjourned at 10:21 pm.

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Rob Rapheal

President

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Jill Olson

Clerk