

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

February 2, 2017

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 7:00 p.m. on Thursday, February 2, 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 Linda Madsen, ex officio.

The meeting agenda was reviewed and no changes were made.

4. VISITORS:

Listening Session: Member Peterson reported three teachers from Southwest Jr. High attended to discuss the transition to the new building.

5. STUDENT ACHIEVEMENT:

Special Education Director Kelly Lessman introduced Deaf/Hard of Hearing staff and a student that created an in-service project video of what her teaching needs are in the classroom. She will take this video with her to college for her professors to view and understand how to assist her.

Wyoming Elementary Principal Curtis Slater spoke about some of the ways he uses technology to connect with families. He also spoke about site goals for students, professional development for staff, Makerspace, and Wyoming ROAR.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: sporting events, MSBA Leadership Convention, curriculum meeting, FFA and SPED advisory council meeting, Family Partnership Meeting, concerts, state capitol rally coming up, dance team invitational on Saturday, SEC concert on Monday, Lakers hockey game tomorrow night, and high school registration.

6. REPORTS:

Communications – Member Theisen reported they reviewed targeted campaign flyers and a promotional video coming soon, and there are many opportunities available through Community Education.

916 – Member Theisen reported they elected officers, had a career and technology presentation, heard about the 916 platform for 2017, approved the extended year calendar, and the 916 Foundation Event will be February 24 at Jimmy's in Vadnais Heights.

Equity Alliance MN – Member Morehead reported the financial audit is complete, work continues on the executive director contract, and revisions have been made to the Joint Powers Agreement. Spring Lake Park is dropping out of membership, and Morehead asked if Forest Lake could host the October 2017 meeting.

Policy – Member Olson reported they reviewed the Bullying Prohibition Policy 541, Students and

Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions Policy 426, Propose deletion of Policy 534 Use of “Developmentally Delayed” Disability Category, and Short Term Classified Substitute Policy 434.

Staff Welfare – Member Odegaard reported discussing potential facilities related partnerships, staffing for 2017-18, and the Strategic Planning reports.

Finance – Member Odegaard reported they reviewed the FY 17 budget, received a legislative update, talked about the medical/dental bid process and claims analysis.

City of Forest Lake – Member Rapheal reported the Personnel Committee requested a proposal to outsource police services from Washington County.

Buildings & Grounds – Member Peterson reported they discussed rainwater retention and grant money to be utilized for irrigation, will talk with the county about continued use of property at the bus garage.

Reshaping Opportunities for Success 2015-2020 – Business Director Larry Martini gave a project update including aerial photos of the high school construction.

Superintendent Search Update – Member Olson reported MSBA was chosen as the superintendent search firm, the initial meeting was held, the timeline has been established and they are getting ready to go forward with the stakeholder survey.

Superintendent’s Report: Dr. Madsen congratulated winter sports students and teams, Law Enforcement Appreciation Night is tomorrow night at the ice arena, SEC concert is Monday in Roseville, Rotary Plunge is February 25, March 2nd from 6-8 pm there will be a facilities open house at the high school media center, and she introduced Forest Lake City Council Member Sam Husnik who is the school’s new city liaison.

7. CONSENT AGENDA ITEMS: Member Morehead moved to approve agenda items 7.1 -7.5. Member Peterson 2nd the motion, and all members present voted aye. The motion carried

7.1 Approved the Minutes of January 5, 12, 14, 19 and 30, 2017

7.2 Approved the bills as of February 2, 2017

7.3 Approved Classified Personnel:

Resignation:

- Devine, DeAnn – Noon Duty Supervisor I at Scandia Elementary, effective January 6, 2017.
- Schumacher, Janet – Noon Duty Supervisor I at Linwood Elementary, effective January 20, 2017.

End of Employment:

- LaValley, Mesa – Substitute School Bus Driver, effective January 18, 2017.

Recommendation of Employment:

- Beireis, Autumn – Noon Duty Supervisor I at Linwood Elementary, 2 hours per day and 35 weeks per year, effective January 24, 2017. (Open position)
- Christenson, Miriah – Early Childhood Planner V at the Central Learning Center ECFE, 4 hours per day and 42 weeks per year, effective January 23, 2017. (Open position)
- Larter, Mark – Custodian, B shift at Forest Lake Sr. High, effective January 19, 2017. (Open position)
- Nelson, Charles – Substitute School Bus Driver, effective January 12, 2017.

Authorization of Transfer:

- Abel, Michelle – School Age Care Program Aide, from Wyoming Steps Ahead to the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective September 6, 2016.
- Athen, Cynthia – Special Education Paraprofessional II, from ECSE to Forest Lake Sr. High, 6 hours per day and 37 weeks per year, effective January 17, 2017.
- Carnes, Mark – from Custodian/Weekend Coordinator III at Forest Lake Sr. High, Tuesday through Saturday to Custodian/Weekend Coordinator III at Forest Lake Sr. High, Sunday through Thursday, effective January 22, 2017. (Open position)
- Deuth, Georgia – from Noon Duty Supervisor I at Scandia Elementary, 2.5 hours per day and 35 weeks per year to ECFE Teacher Assistant II at ECFE, 3.6 hours per day and 31 weeks per year, effective January 30, 2017. (Open position)
- Dunn, Jessica – School Age Care Program Aide, from Wyoming Steps Ahead to the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective September 6, 2016.
- Newcomb, Megan – School Age Care Assistant Site Manager, from Wyoming Steps Ahead to the Central Learning Center Steps Ahead, 6.5 hours per day and 52 weeks per year, effective September 6, 2016.
- Pepper, Lisa – School Age Care Program Aide, from Wyoming Steps Ahead to the Central Learning Center Steps Ahead, 5 hours per day and 40 weeks per year, effective September 6, 2016.
- Ristrom, Karlyn – School Age Care Program Aide, from Wyoming Steps Ahead to Lino Lakes Steps Ahead, 4.5 hours per day and 40 weeks per year, effective September 6, 2016.
- Ryan, John – from Custodian II, B shift at Forest Lake Sr. High to Custodian/Weekend Coordinator III, B shift at Forest Lake Sr. High, effective January 28, 2017. (Open position)
- Tietje, Julie - Special Education Paraprofessional II, from Forest Lake Sr. High to the Central Learning Center ECSE, 6 hours per day and 37 weeks per year, effective January 17, 2017.

- Ulvin, John – from Custodian/Weekend Coordinator III at Forest Lake Sr. High to Custodian/Night Lead V at the Central Learning Center, effective January 23, 2017. (Open position)

Leave of Absence:

- Carey, Thomas – School Bus Driver, leave of absence from January 4, 2017 through January 16, 2017.
- Chapin, George – School Bus Driver, leave of absence from November 17, 2016 through February 16, 2017.
- Kassel, Sonya – Title I Paraprofessional/Noon Duty Supervisor II at Forest View Elementary, extend unpaid leave of absence from February 1, 2017 through February 16, 2017.
- Larson, Karina – School Bus Driver, leave of absence from January 9, 2017 through January 16, 2017.
- Salin, Krista – Water Safety Instructor at Southwest Jr. High, leave of absence from January 31, 2017 through February 12, 2017.

7.4 Approved Licensed Personnel:

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

1. Swensen, Jeremy: Exclusive Rep LOA for 2017-18
2. Ward, Jane: Unpaid LOA for approx dates: 1/30/17 - 6/9/17

B. NON-CURRICULAR ASSIGNMENT(S):

1. Bahr, Kerrie: Gen Music Elem (COL)
2. Cole, Trevor: Hmong Club (SR)
3. Harden, Holly: Jr High Asst Speech (CEN)
4. Matel, Jonathan: .5 Head/Asst Adaptive Basketball (SR)
5. Nygaard, Kierstin: .5 Head/Asst Girls' Track (SR)

C. EMPLOYMENT:

Tice, Stephanie: 1.0 FTE effective 1/23/17

D. RETIREMENT/RESIGNATION(S):

Underkoffler, Lawrence: retire effective end of 2016-17 school year (20 years)

E. AUTHORIZATION OF ADDITIONAL POSITION:

1.00 FTE ECSE Teacher

F. CHANGE IN HOURS:

Kimber, Susanne: ABE Teacher from 7-13 hours per week & 47 weeks per year to 16.5 hours per week for the remaining 20 weeks of the 2016-17 school year & then decrease to 10.5 hours per week during the scheduled 5 weeks of summer

7.5 Equity Alliance MN FY 18 Achievement and Integration Commitment Form

8. Donations: Member Odegaard moved, 2nd by Member Morehead to adopt the resolution and accept with appreciation the following donations: iMac computer from Ronald & Cathy Burris, St. Louis Park, to Lino Lakes Elementary valued at \$1000.00; iMac computer from Jim & Pam Webb, St. Louis Park, to Lino Lakes Elementary valued at \$2000.00; office and school supplies from Jennifer Wilson, Forest Lake, to ALC and CME valued at \$300.00; 62 free kids' meal reward cards from Applebee's, Forest Lake, to CME for student rewards, valued at \$300.00; \$662.78 from Blue Line Club, Forest Lake, to FLHS boys' hockey for partial payment on two coach buses; \$440.00 from Trust Comprehensive Distribution, VA, to Century Jr. High for general supplies; \$2000.00 from Wal-Mart Giving Program, AR, to Century Jr. High for PBIS activities; \$10.00 from Capella University, Minneapolis, to Century Jr. High for general supplies; \$1369.00 from Box Tops for Education, General Mills, Mpls, to Wyoming Elementary for general education; office and classroom supplies from Office Depot, Forest Lake, to ALC and CME for student/school use; \$30.00 from Brian and Jennifer Tolzmann, Forest Lake, to Family Support for district families in need; \$250.00 from Forest Hills United Methodist Church, Forest Lake, to Family Support for partial rent for district family; \$50.00 from Faith Lutheran Church, Forest Lake, to Family Support for partial rent for district family; \$5000.00 from anonymous - \$4000.00 to go to food services to pay off negative school lunch accounts for the district and \$1000.00 to Family Support to provide meals to families and students; \$500.00 from Gregory and Andrea Sandager, Stillwater, to FFA for program and leadership development; \$50.00 from Blue Sky Animal Hospital in Wyoming, \$200.00 from American Legion Post #25 Forest Lake, and \$200.00 from First State Bank of Wyoming, Wyoming, to FFA for the National Convention. All members present voted aye and the motion carried.

OLD BUSINESS:

Member Theisen moved to approve School Board Member Reimbursement Guidelines Policy 103A. The motion was 2nd by Member Olson, by roll call vote all members present voted aye and the motion carried.

Member Morehead moved to approve Out-of-State Travel by School Board Members Policy 103B. The motion was 2nd by Member Peterson, by roll call vote all members present voted aye and the motion carried.

Member Corcoran moved to approve Technology Acceptable Use and Safety Policy 540. The motion was 2nd by Member Theisen, by roll call vote all members present voted aye and the motion carried.

Member Olson moved to approve Student Disability Nondiscrimination Policy 536. The motion was 2nd by Member Theisen, by roll call vote all members present voted aye and the motion carried.

Member Morehead moved to approve 2016-18 Bus Drivers and Bus Aides Agreement. The motion was 2nd by Member Corcoran, by roll call vote members Corcoran, Morehead, Olson, Peterson, Rapheal, and Theisen voted aye. Member Odegaard voted no. The motion carried.

Member Corcoran moved to approve 2016-18 School Age Care (SAC) Agreement. The motion was 2nd by Member Theisen, by roll call vote Members Corcoran, Morehead, Olson, Peterson, Rapheal, and Theisen voted aye. Member Odegaard voted no. The motion carried.

Member Theisen moved to approve 2016-18 Custodial, Maintenance and Laundry Employee Agreement. The motion was 2nd by Member Olson, by roll call vote Members Corcoran, Morehead, Olson, Peterson, Rapheal and Theisen voted aye. Member Odegaard voted no. The motion carried.

Member Corcoran moved to Recommend Award Forest Lake Elementary BP #2 – Utilities – Work Scope 31-A to Valley-Rich Co.. The motion was 2nd by Member Peterson, by roll call vote all members voted aye and the motion carried.

Member Corcoran moved to approve 2016-18 District Interpreters Employment Agreement. The motion was 2nd by Member Theisen, by roll call vote Members Corcoran, Morehead, Olson, Peterson, Rapheal and Theisen voted aye. Member Odegaard voted no. The motion carried.

Superintendent Madsen gave a Strategic Planning Update and gave a handout of action plans to consider based on discussion from the last school board meeting. There are three specific plans based on the three specific reports – Resource, Identity and Transition. After review, Member Theisen moved, 2nd by Member Morehead, to accept the recommendations as presented. All members voted aye and the motion carried.

President Rapheal called for a recess at 8:40 pm. The meeting resumed at 8:46 pm and all members were present.

Superintendent Madsen presented five budget reductions totaling \$775,000 – an Assistant Principal, Teaching and Learning Coordinator, ADSIS Grant, Reading Recovery Teachers, and Secondary Building Department Chairs. Member Corcoran moved to approve the budget reductions as presented. The motion was 2nd by Member Theisen. By roll call vote all members voted aye and the motion passed.

NEW BUSINESS –

First Readings: Bullying Prohibition Policy 541; Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions Policy 426; and Propose deletion of Policy 534 – Use of “Developmentally Delayed” Disability Category. These items will be placed on the next agenda for board action.

Member Peterson moved to approve Submit WCRRA Application for Right Of Way Permit. The motion was 2nd by Member Theisen, by roll call vote all members present voted aye and the motion carried.

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

As there was no further business, Member Theisen moved, 2nd by Member Morehead to adjourn. All members present voted aye and the meeting adjourned at 9:05pm.

Rob Rapheal

President

Jill Olson

Clerk