

INDEPENDENT SCHOOL DISTRICT NO. 831
Forest Lake, Minnesota
ORGANIZATIONAL SCHOOL BOARD MEETING
January 5, 2012

A reception for outgoing School Board Members Bill Bresin and Joe Grafft was held before the meeting.

The organizational 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, January 5, 2012, at the School District Offices. Following the Pledge of Allegiance, Vice President Erin Turner administered the oath of office to the new or re-elected School Board Members Julie Corcoran, Dan Kieger, Rob Rapheal and Gail Theisen. Roll was called and the following members were present: Kathy Bystrom, Julie Corcoran, Dan Kieger, Karen Morehead, Robert Rapheal, Gail Theisen and Erin Turner, and Superintendent Linda Madsen, ex officio.

4. ELECTION OF SCHOOL BOARD OFFICERS FOR 2012:

President – Member Turner moved to nominate Rob Rapheal for School Board President. The motion was seconded by Member Bystrom. As there were no further nominations, all members voted aye and Rob Rapheal was re-elected as School Board President for 2012.

Vice-President – Member Kieger moved to nominate Erin Turner for the position of School Board Vice-President. The motion was seconded by Member Bystrom. As there were no further nominations, all members voted aye and Erin Turner was re-elected as Board Vice-President for 2012.

Clerk – Member Bystrom moved to nominate Karen Morehead for the position of School Board Clerk. The motion was seconded by Member Turner. As there were no further nominations, all members voted aye and Karen Morehead was re-elected Board Clerk for 2012.

Treasurer – Member Morehead moved to nominate Dan Kieger for the position of School Board Treasurer. The motion was seconded by Member Turner. As there were no further nominations, all members voted aye and Dan Kieger was re-elected Treasurer for 2012.

5. AGENDA REVIEW: The meeting agenda was reviewed and unchanged.

6. VISITORS:

President Rapheal thanked outgoing School Board Members Joe Grafft and Bill Bresin for their many years of leadership and service to the school district. Bill Bresin served from 1992 to 2011 and Joe Grafft from 2000-2011.

Bill Bresin and Joe Grafft thanked everyone they worked with over the years in helping make this such a great school district and putting kids first.

Listening Session – Dan Kieger and Erin Turner reported that at the listening session they discussed sound quality at Board Meetings, class sizes, Spanish immersion and LILA.

7. STUDENT ACHIEVEMENT:

Community Education – ECFE Coordinator Cindy Saarela gave a report on all the programs, events, and happenings in the Early Childhood Education Program.

Positive Happenings: School Board Members reported on the many school programs and events they have attended the past month.

8. REPORTS:

Buildings & Grounds and Communications – Gail Theisen reported that the Buildings & Grounds committee discussed the Scandia Elementary wellhead protection plan, community partnerships, and reported that Southwest Junior High labs were repaired over the recent holiday break.

Communications – Erin Turner reported that the Communications committee reviewed the new strategic plan schedule, an article on social media, and putting interesting district “fast facts” in district communications.

Finance – Dan Kieger reported that the Finance Committee reviewed the budget statuses for the 2011-12 and 2012-13 school years, and discussed alternative facilities funding.

Policy – Gail Theisen reported that the Policy Committee reviewed all the policies on this meeting’s agenda.

Staff Welfare – Erin Turner reported that the committee discussed the Superintendent’s goals, the senior high spring play, and the policy not to hold events or activities on Wednesday evenings.

City of Forest Lake – Karen Morehead reported that the city is still discussing partnerships.

Superintendent’s Report: Dr. Madsen reported there will be a legislative forum at Century Junior High on January 17, the LILA legislation is going to be proposed again, new strategic planning will begin February 3-4 at Tanners Brook, Lake Fest and the Hall of Fame are being planned again including resurrecting the athletic Hall of Fame, Forest Lake Schools’ TIES exceptional teachers this year are Terri Buerkle and Kristen Nellis. Dr. Madsen thanked Bill Bresin and Joe Grafft for their many years of leadership and service to the district, and welcomed new School Board Members Julie Corcoran and Gail Theisen.

9. CONSENT AGENDA ITEMS: Member Kieger moved to approve Consent Agenda Items 9.1 to 9.14. The motion was seconded by Member Turner, all members present voted aye and the motion carried.

9.1 Approved the Minutes of December 1 and 15, 2011.

9.2 Approved the bills as of January 5, 2012.

9.3 Approved Classified Personnel:

A. Resignation:

1. Susan Barrett – eff. 1/6/12.
2. Deanne Knutson – eff. 11/23/11.

B. Employment:

1. Sonja Benston – eff. 12/12/11.
2. Diana Bracht – eff. 11/28/11.
3. Kimberly Burke – eff. 1/3/12.
4. Patricia Fechner – eff. 12/5/11.
5. Anna Frahm – eff. 12/12/11.
6. Cheryl Nelson – eff. 12/5/11.
7. Jeanne Olson – eff. 1/3/12.
8. Stephanie Schoeller – eff. 12/15/11.
9. Thomas Steen – eff. 12/8/11.

C. Transfer:

1. Kyle Boerem – to temp. Head Custodian @ FLE eff. 12/15/11-9/30/12.
2. Kelley Meyers – to Spec. Ed Para II @ FVE eff. 1/3/12.
3. Michael Loescher – to Head Custodian VIII at CLC eff. 12/15/11.

D. Unpaid Leave of Absence:

1. Jenny LaPlante – Dec. 21, 2011 through Jan. 31, 2012.
2. Debra Oelrich – Dec. 9, 2011 through June 7, 2012.
3. Judy Olson – Dec. 9, 2011 through Jan. 19, 2012.
4. Rena Pepin – Nov. 18 through December 22, 2011.
5. Paul Weinhardt – Nov. 30, 2011 through Nov. 30, 2012.

E. Additional Hours: Tammy Lehner – eff. 11/15/11.

9.4 Approved Licensed Personnel:

A. Unpaid Leave of Absence: Jan Mrozinski – Policy 415 LOA for the 2012-13 school year.

B. Non-Curricular Assignments:

1. Bruce Abbe – Elementary Choir Concert Advisor (Sc).
2. Robert Andresen – Boys' Assistant Swim Coach (FLHS).
3. Brian Conley – 7/8 grade girls' Assistant Basketball Coach (SW) and 7th grade boys' Assistant Basketball Coach (CJH).
4. Abby Schroeder – Student Council Advisor (SW)
5. Keith Schwartz – 8th grade boys' Head Basketball Coach (CJH).
6. Doug Sewall – Boys' Assistant Basketball Coach (FLHS).
7. Andrew Waldron – Assistant Speech Coach (FLHS).

C. Additional Position: .5 FTE Special Education Teacher at Lino Lakes Elem.

9.5 Approved EMID Joint Powers Agreement revised 12/11.

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9.6 Continued participation in Metro North ABE.

9.7 Banks: US Bank, Wells Fargo, LaSalle Bank, PMA Financial Network, Inc., MN School District Liquid Asset Fund (MSDLAF), First State Bank of Wyoming, First State Bank of

Wyoming, Security State Bank of Marine, Central Bank, Patriot Bank Minnesota, Lakes Area Bank, TCF, Frandsen Bank & Trust.

- 9.8 Legal Counsel: Ratwik, Roszak, & Maloney, P.A.; Kennedy & Graven, Chartered; Morrison, Fenske & Sund.
 - 9.9 District Doctor: Dr. Julie Kammer.
 - 9.10 Fiscal Consultant: Springsted, Inc. and Ehlers & Associates, Inc.
 - 9.11 Set School Board Meeting dates and times: kept the practice of regular School Board Meetings on the first Thursdays at 7 pm, and committee meetings/School Board Meeting on the third Thursdays of each month beginning at 6 pm.
 - 9.12 Authorized use of facsimile signatures on district checks per State law and School Board policies.
 - 9.13 Authorized the Director of Business Services or designee to make electronic fund transfers, stop payment requests, approve certain claims, contracts for budgeted goods and services, and approve change orders.
 - 9.14 Appointed Jennifer Tolzmann as the Local Education Agency (LEA) Representative for Title I, IIA, IID, III, IV, V and VII, and Carl Perkins for the Forest Lake Area Schools.
10. Donations: Member Morehead moved, seconded by Member Turner, to adopt the resolution and accept with appreciation the following donations: \$289 from Lifetouch for Scandia Elem. educational supplies; \$500 from Franzen Bank to purchase food and supplies for the ECFE UnScary Halloween Party; \$1,000 from Target Community Grant to purchase take-home books for the ECFE UnScary Halloween Party; \$400 from Eric & Annette Christianson for 2 wooden benches and an activity table for the ECFE Nature Explore classroom; \$393.15 from Kemps for Wyoming Elem. educational materials; \$500 log splitter and air compressor for FLHS Power shop from Richard Tibbetts; \$150 Phillips iPad/iPod speaker dock for Forest View Elem. Special Education program from Scott & Michele Schultz; \$25 from Tammy Tonn for the Century Junior High field trip fund; \$25 donation from Joe Nathan; and \$150 from the Myriad Book Club for elementary media for N. Seviola's classes, Artist in Residence. All members voted aye and the donations were accepted.
 11. ROUTINE ACTIONS:

Member Bystrom moved, seconded by Member Turner, to approve Routine Actions items 11.1-11.11 for 2012. All members voted aye and the motion carried.

 - 11.1 ECSU – Gail Theisen will be the Board Representative to Metro ECSU.
 - 11.2 MSBA – Julie Corcoran will be the Board Representative to the Minnesota School Boards Association (MSBA).
 - 11.3 TIES – On behalf of the School Board, Joe Grafft will continue to be the Board Representative to TIES.

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- 11.4 MSHSL – Dan Kieger will be the Board Representative to the Minnesota State High School League (MSHSL).
- 11.5 EMID – Karen Morehead will be the Board Representative to the East Metro Integration District (EMID).
- 11.6 SEE – Kathy Bystrom and Rob Rapheal will be the Board Representatives to Schools for Equity in Education (SEE).
- 11.7 City of Forest Lake – Member Karen Morehead will be the Board liaison to the City of Forest Lake.
- 11.8 Curriculum Committee – Members Erin Turner, Kathy Bystrom and Gail Theisen will serve on the Curriculum, Instruction. and School Health Committee.
- 11.9 Designated the Forest Lake TIMES as the official School District Newspaper for 2012 at the quoted price of \$6.55 per column inch, 6 pt. type, 11 lines/inch.
- 11.10 School Board Salaries – Continue with School Board Salaries at \$300 per month with the President receiving an additional \$200 per year, and the Clerk and Treasurer receiving an additional \$100 per year each.
- 11.11 President Rapheal announced the following School Board Member appointments to Board committees for 2012:
 - Buildings & Grounds – Gail Theisen, Julie Corcoran, Karen Morehead
 - Communications – Kathy Bystrom, Karen Morehead, Julie Corcoran
 - Finance – Kathy Bystrom, Dan Kieger, Rob Rapheal
 - Policy – Gail Theisen, Karen Morehead, Erin Turner
 - Staff Welfare – Erin Turner, Rob Rapheal, Dan Kieger

12. OLD BUSINESS:

- 12.1 Superintendent’s Goals – Member Kieger moved to approve the Superintendent’s goals for 2011-12 as submitted. The motion was seconded by Member Morehead. Following discussion, Member Kieger moved to amend his original motion to include a bullet-point report from the Superintendent on the goals’ specific expectations. The motion to amend was seconded by Member Morehead, and all members voted aye. Roll was called on the original motion to approve the goals and all members voted aye. Motion carried.
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- 12.2 Bond Election – Member Bystrom moved to not authorize a bond referendum for March 2012. The motion was seconded by Member Morehead, all members voted aye and the motion carried.
 - 12.3 2012-13 Budget Adjustment Process – Member Bystrom moved to set a \$300,000 monetary budget adjustment target to be achieved through expenditure reductions and/or revenue enhancement for the 2012-13 school year. The motion was seconded by Member Kieger. By roll call and all members voted aye and the motion carried.

- 12.4 Reduction Resolution – Member Kieger moved to adopt the Resolution Directing the Superintendent and Administration to Make Recommendations for Reductions in Positions, Programs, and Services and Reasons Therefor for 2012-13. The motion was seconded by Member Bystrom, by roll call vote all members voted aye.
- 12.5 Graduation Policy – Member Kieger moved to approve Graduation Requirements Policy 613. The motion was seconded by Member Turner, by roll call vote all members voted aye and the motion carried.
- 12.6 Transportation Drug Policy – Member Kieger moved to approve Transportation Employee Drug and Alcohol Policy 430. The motion was seconded by Member Bystrom, by roll call vote all members voted aye and the motion carried.
- 12.7 Student Transportation Policy – Member Kieger moved to approve Student Transportation Safety Policy 531. The motion was seconded by Member Bystrom, by roll call vote all members voted aye and the motion carried.
- 12.8 Technology Use Policy – Member Kieger moved to approve Technology Acceptable Use and Safety Policy 540. The motion was seconded by Member Turner, by roll call vote all members voted aye and the motion carried.

The meeting recessed from 8:55-9:02 p.m. When the meeting reconvened, roll was called and all members were present.

13. NEW BUSINESS:

- 13.1 Use of Peace Officers Policy – First reading of Use of Peace Officers and Crisis Teams to Remove Students with IEP’s from School Grounds Policy 544. This policy will be placed on the next agenda for Board consideration and action.
- 13.2 Out-of-State Travel Policy – First reading of Out-of-State Travel by School Board Members policy 103B. This policy will be placed on the next agenda for Board consideration and action.
- 13.3 Discontinue Student Behavior Policy – First reading of request to discontinue Student Behavior Policy 524. This request will be placed on the next agenda for Board consideration and action.

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- 13.4 Lunch Policy – First reading of Free and Reduced Lunches Policy 305. This policy will be placed on the next agenda for Board consideration and action.

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

At 9:08 p.m. Member Kieger moved, seconded by Member Corcoran, to recess the regular School Board Meeting to go into a closed meeting to discuss negotiation strategy. The closed meeting convened at 9:13 p.m. with all members present.

The regular meeting reconvened at 10:01 p.m. and as there was no further business, the meeting was adjourned at 10:01 p.m.

Rob Rapheal President

Karen Morehead Clerk