



**FOREST LAKE AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 831
Forest Lake, MN 55025-9796
CLASSIFIED PERSONNEL**

BOARD MEETING: July 14, 2016

Retirement:

- DeMarais, Nancy – Community Education Administrative Assistant VI at the District Office, effective September 30, 2016 after 19 years of service.

Recommendation of Employment:

- Kavaloski, Jennifer – Health Office Assistant IV at Forest View Elementary, 6 hours per day and 37 weeks per year, effective August 23, 2016. (Open position)
- Nelson, Alexa – Community Education Marketing Coordinator at the Central Learning Center, 7 hours per day and 45 weeks per year, effective June 21, 2016. (Open position)

Authorization of Transfer:

- Blocher, Nancy – School Age Care Coordinator X, from 8 hours per day and 52 weeks per year to 4 hours per day and 52 weeks per year, effective July 5, 2016, (Pending approval of additional position/re-structure)
- Siefert, Nancy – from Assistant School Age Care Coordinator VIII, 8 hours per day and 42 weeks per year to School Age Coordinator X, 8 hours per day and 52 weeks per year, effective July 5, 2016. (Pending approval of additional position/re-structure)

Leave of Absence:

- Sterbentz, Carley – School Age Care Program Aide at the Central Learning Center Steps Ahead, leave of absence from August 13, 2016 through September 24, 2016.

Lay-off Status Due to Reduction of Position:

- Dagastino, Kathleen – ECFE Office Assistant II at the Central Learning Center, effective June 9, 2016. (Pending approval of reduction of position)

Additional Positions/Re-Structure:

- Additional School Age Care Coordinator X position at the Central Learning Center, 4 hours per day and 52 weeks per year, effective July 5, 2016. This would discontinue the Assistant School Age Care Coordinator VIII position of 8 hours per day and 42 weeks per year.
- Additional ECFE Office Assistant III position at the Central Learning Center, 4.5 hours per day and 32 weeks per year, effective the 2016-17 school year.

(over)

Reduction of Position

- ECFE Office Assistant II position at the Central Learning Center, 4.5 hours per day and 32 weeks per year, effective June 9, 2016.

- Recommended by Donna Friedmann

- ◆ Recommended by Lawrence Martini

A large, stylized handwritten signature in black ink, likely belonging to Lawrence Martini, is written over the text of the third list item.

D.M.F./L.A.M.
07/07/2016