



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

BOARD MEETING: May 3, 2018
Revised

Authorization of Transfer:

- Percy, Autumn - School Age Childcare Program Aid at Linwood Elementary from 13.75 to 23.75 hours per week and 40 weeks per year, effective April 23, 2018
- Trotto, Kristin – from Noon Duty/Teacher Assistant the Central Montessori to Special Education Paraprofessional II at the Senior High, 30 hours per week and 37 weeks per year, effective April 30, 2018.

Additional/New Position(s):

- ◆ One Cook Manager V position at the Senior High School, effective September 4, 2018.
- ◆ Two Short Hour Cook Helper Positions, 17.5 hours per week and 35 weeks per year, effective September 4, 2018.
- ◆ One Long Hour Cook Helper Position, 20 hours per week and 35 weeks per year, effective September 4, 2018.
- Junior Program Aide positions to be hired as casual employees to work with the School Age Childcare, Sonic and Steps Ahead programs beginning June 1, 2018.

Change in Position(s):

- ◆ Short and Long Hour Cook Helper positions have an established a work year matching the number of student contact days, effective September 4, 2018.
- **Early Childhood Office Assistant III position at the Central Learning Center from 35 hours per week and 39 weeks per year to include Payroll/Business Office support, 40 hours per week and 52 weeks per year, effective July 1, 2018.**

Elimination of Position:

- ◆ One Cook Manager position at Southwest Junior High School, effective May 23, 2018.

End of Employment:

- Nelson, Maria – School Age Childcare Program Aid at Forest View Elementary, effective April 23, 2018.

Leave of Absence:

- Hebeisen, Mary Jo - Title One/Noon Duty Supervisor at Forest Lake Elementary from February 7 through 14, 2018.

- ◆ Hilton, Lindy – Custodian at Forest View and Wyoming Elementary Schools from April 24 through May 10, 2018.
- Willcoxon, Debra – Title One/Noon Duty Supervisor at Forest Lake Elementary from April 21 through 30, 2018.

New Position:

- Junior Program Aide positions to be hired as casual employees to work with the School Age Childcare, Sonic and Steps Ahead programs beginning June 1, 2018.

Recommendation of Employment:

- Bain, Latisha – Special Education Paraprofessional at Forest Lake Elementary, 30 hours per week and 37 weeks per year, effective April 17, 2018.
- ◆ Kennedy, Joyce – School Bus Driver, 26.25 hours per week and 37 weeks per year, effective April 13, 2018

Resignations:

- Johnson, Megan – Special Education Paraprofessional at the Senior High, effective May 23, 2018.
- ◆ Larter, Mark – Custodian at the Senior High School, effective April 27, 2018.

Retirements:

- Hansen, Renee – Early Childhood Family Education Teacher Assistant at the Central Learning Center, effective June 30, 2018.
- Kleinhuizen, Anita – Special Education Paraprofessional at Forest Lake Elementary, effective May 23, 2018.

- Recommended by Donna Friedmann



- ◆ Recommended by Lawrence Martini

D.M.F./L.A.M.
05/0318