

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

MAY 4, 2017

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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, May 4, 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 a change was made to move the Superintendent's report to the end of the meeting.

4. VISITORS:

Listening Session: Member Peterson reported no visitors attended the Listening Session.

5. STUDENT ACHIEVEMENT:

Scandia Elementary Principal Julie Greiman and 3<sup>rd</sup> grade teacher Kelly Duncan reported on student use of the computer application Seesaw.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: tour of new science wing at the high school, Feed My Starving Children, high school play, lacrosse games, Festival of Cultures, TEFFLA meeting, Forest Lake Family Partnership meeting, Rotary, concert, Early Childhood program celebration.

6. REPORTS:

Communications – Member Theisen reported FLHS and the therapy dog were featured in *Teaching Today*, talked about promotional videos, the Reshaping Opportunities for Success 2015-2020 links are up on district website, received Facebook and Community Education update.

916 – Member Theisen reported receiving Safety Committee recommendations, viewed a video shown at the capitol looking for funding for mental health treatment paired with education, had the annual evaluation of Superintendent Hayes and heard budget revisions.

Equity Alliance MN –Member Morehead said we would be talking about the Joint Powers Agreement later tonight.

Policy – Member Olson reported receiving a facilities use update, Discipline Policy update, discussed Student Transportation Safety Policy and Wellness Policy.

Staff Welfare – Member Odegaard reported review of 2017 summer timeline and moving procedures for affected buildings, received a legislative update and a presentation on the plan to build a convention center/condos downtown and possible partnership on a small theatre.

Finance – Member Odegaard reported the committee looked at the current year budget and the preliminary work on the 2018 budget.

City of Forest Lake – Member Rapheal reported last Monday night there was a meeting discussing shifting police services to Washington County and he thanked all those that came out to speak in support of the Forest Lake Police Department. The decision was put off until next Monday night and he hoped the council would consider the school district’s relationship with the FLPD in their decision.

Buildings & Grounds – Member Peterson reported receiving a report on the potential for the downtown project, received progress of bond project, reviewed bid for ballfield reconstruction at Century, received an update on the Facilities Use Policy and received a legislative update.

Reshaping Opportunities for Success 2015-2020 – Business Director Larry Martini showed photos of construction work at various buildings and reviewed the project timeline.

7. CONSENT AGENDA ITEMS: Member Morehead moved to approve agenda items 7.1 – 7.4. Member Peterson 2<sup>nd</sup> the motion, and all members present voted aye. The motion carried.

7.1 Approved the Minutes of April 6, 8, 10, 11, 19 and 20, 2017

7.2 Approved the bills as of May 4, 2017  
(minus March 31, April 4 and April 7, 2017)

7.3 Approved Classified Personnel:

Resignation:

- Raczkowski, Taeko - ECFE Teacher Assistant II at the Central Learning Center, effective May 26, 2017.
- Stephenson, Tara – School Bus Aide, effective April 28, 2017.
- Thell, Lori – Cook Helper/Long Hour at Wyoming Elementary, effective April 21, 2017.

Authorization of Employment:

- McCarty, Candice – School Bus Driver, 5 hours per day and 37 weeks per year, effective April 12, 2017.
- Welch, Kellie – Substitute School Bus Driver, effective April 25, 2017.

Authorization of Transfer:

- Karstens, Heather – Career Resource Center Office Assistant IV 8 hours per day and 37 weeks per year at the Senior High to Administrative Assistant V 8 hours per day & 52 weeks per year at Linwood Elementary, effective May 3, 2017.
- Richardson, Makayla – from School Age Care Program Aide at the Central Learning Center, 5 hours per day and 40 weeks per year to ECFE Teacher Assistant II at Lino Lakes Elementary ECFE, 33 hours per week and 144 days per year, effective April 26, 2017. (Open position)
- Sonnek, Ann – Special Education Paraprofessional II from Southwest Junior High to Century Junior High, 6 hours per day and 37 weeks per year, effective April 17, 2017.

Leave of Absence:

- Burns, Diana – School Bus Driver, unpaid leave of absence from April 6, 2017 to June 30, 2017.
- Miles, Ruth – Special Education Paraprofessional II at Columbus Elementary, leave of absence May 10, 2017, May 12, 2017, May 15, 2017 through May 17, 2017 and May 19, 2017 through May 23, 2017.
- Miller, Peggy – School Bus Driver, leave of absence from March 23, 2017 through April 18, 2017.

## 7.4 Approved Licensed Personnel:

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

1. Hagen, Cheryl: Unpaid 415 LOA for 2017-18
2. Hieserich, Sarah: Unpaid LOA for approx dates: 4/17/17 - 5/16/17
3. Peterson, Cassandra: Unpaid LOA for approx dates: 6/2/17 - 6/9/17
4. Rodewald, Brittini: Unpaid LOA for approx dates: 9/7/17 - 10/18/17
5. Sundblad, Philip: Unpaid Policy 415 LOA for 2017-18

B. NON-CURRICULAR ASSIGNMENT(S):

1. Beer, Jules: Boys' Lacrosse 9 (SR)
2. Casey, Timothy: .52 Asst Softball (SR)
3. Lenz, Dennis: Asst Clay Target (SR)
4. Madison, David: Head Clay Target (SR)
5. Marsh, Cole: Asst Boys' Lacrosse (SR)
6. Martin, Billee-Jo: Asst Clay Target (SR)
7. Mihelich, Todd: Asst Clay Target (SR)
8. Muellner, Darlene: .5 Asst Spring Play (SR)
9. Newcomb, Timothy: Head Spring Play (SR)
10. Proulx, Clare: Yearbook (WY)
11. Rehbein, Ryan: Head Boys' Lacrosse (SR)
12. Roedel, Jerry: Asst Clay Target (SR)
13. Schueller, Jay: .5 Asst Spring Play (SR)
14. Spears, Donald: Asst Clay Target (SR)
15. Travers, Justin: 7/8 Head Girls' Golf (SR)
16. Underkoffler, Lawrence: 7/8 Head Boys' Golf (SR)
17. Waddle, Calvin: Asst Boys' Lacrosse (SR)
18. Will, Neal: Asst Clay Target (SR)

C. EMPLOYMENT:

1. Hynes, Kayla: 1.0 FTE effective 17-18 school year
2. Stroeing, Alicia: 1.0 FTE effective 4/7/17

D. RETIREMENT/RESIGNATION(S):

1. Buboltz, Edenia: Resign effective end of 2016-17 school year
  2. Stachowiak, Shannon: Resign effective end of 2016-17 school year
  3. Stender, Theresa: Resign effective end of 2016-17 school year
8. Donations: Member Odegaard moved, 2<sup>nd</sup> by Member Theisen to adopt the resolution and accept with appreciation the following donations: books from Julie Christians, FL, to Forest Lake Elementary valued at \$200.00; \$24.96 from an AT&T Employee to Wyoming Elementary; \$2500.00 from FL Brewers to ISD 831 for Schumacher dugouts; Holton trumpet from Mike and Sue Slavik, Stacy, to Southwest Jr. High band valued at \$100.00; \$100.00 from First State Bank of Wyoming and \$100.00 from Scandia PTO to FLAS for Festival of Cultures; books from Dawn Soltis, Chisago City, to FLHS valued at \$270.00; \$315.00 from Anonymous to Forest View Elementary for yearbook donation; \$50.00 Walmart gift card from Anonymous to Forest View Elementary for family in need. From Forest Lake/Forest View PTA to Forest View Elementary: tables valued at \$700.36, on September 15, 2016 - school supplies valued at \$873.62, Art & Writing supplies valued at \$179.90, Starfall Renewal valued at \$270.00, open house supplies valued at \$145.71, on November 29, 2016 - bindings for books valued at \$494.67, and on January 12, 2017 - Art and Writing display valued at \$265.40. From Gretchen Kampshoff, Forest Lake, books and Ranger Store toys valued at \$50.00; \$3703.68 from Forest Lake girls' lacrosse booster club to FLHS girls' lacrosse for payment of assistant coach; \$250.00 from Walmart, Bentonville, AR, to Forest Lake ECFE for special event; \$285.75 from Network for Good, Jennifer Gonerka, FL, to Wyoming Elementary for Makerspace; and \$200.00 from Anonymous to Forest View Elementary. All members present voted aye and the motion carried.

OLD BUSINESS:

Member Corcoran moved to Approve Paul and Suzanne Hanifl Foundation Performing Arts Matching Grant. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye and the motion carried.

Member Morehead moved to Approve EMID Joint Powers Agreement. 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 to Approve Disability Nondiscrimination Policy 432. The motion was 2<sup>nd</sup> by Member Olson, by roll call vote all members present voted aye and the motion carried.

Member Theisen moved to Adopt Resolution for the Placement of Continuing Contract Teacher on Unrequested Leave of Absence. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members present voted aye and the motion carried.

At the April 20 meeting, Member Peterson presented the Task Force report and tonight begins the discussion at the Board level. The Board asked administration for information on a community survey,

cost, timeline, tax impact for levy and bond, and election history of levy and bond. Administration was directed to gather information and request that representatives from Morris Leatherman and Springsted attend the May 18 School Board meeting.

Member Corcoran moved to Approve Superintendent's Contract for 2017-2020. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.

Superintendent's report: Dr. Madsen gave a legislative update, YMCA update and possible next steps, and introduced and congratulated new superintendent Dr. Steven Massey.

NEW BUSINESS –

First Reading: Discipline Policy 515. This item will be placed on the next regular agenda for board action.

First Reading: Student Transportation Safety Policy 531. This item will be placed on the next regular agenda for board action.

First Reading: School Bus Leasing. This item will be placed on the next regular agenda for board action.

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

As there was no further business, Member Theisen moved, 2<sup>nd</sup> by Member Peteson to adjourn. All members present voted aye and the meeting adjourned at 8:52 pm.

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Rob Rapheal

President

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Jill Olson

Clerk

INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, Minnesota 55025

May 4, 2017

Member Theisen introduced the following resolution and moved its adoption:

RESOLUTION PLACING HAYLEY LANG-NIEMAN  
ON UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 831 adopted a resolution proposing placement of Hayley Lang-Nieman on unrequested leave of absence on April 6, 2017, on the grounds of discontinuance of position, lack of pupils and financial limitations; and

WHEREAS, said written notice of the proposed placement on unrequested leave was delivered to Hayley Lang-Nieman on April 7, 2017, and

WHEREAS, said written notice of the proposed placement on unrequested leave contained a statement setting forth the reasons for the proposed placement as well as a statement that she was entitled to a hearing before the school board provided she make a request in writing within fourteen days of receipt of said notice, and that if no hearing was requested within said fourteen day period it constituted acquiescence by Hayley Lang-Nieman to the school board's proposed action, and

WHEREAS, no written request of any kind was received by the school board or superintendent of schools from Hayley Lang-Nieman for a hearing as of April 21, 2017, and

WHEREAS, said failure to make written request for a hearing within fourteen days after receipt of notice of proposed placement on unrequested leave constitutes acquiescence by Hayley Lang-Nieman to her placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 831 that Hayley Lang-Nieman be and hereby is placed on unrequested leave of absence as a teacher of Independent School District No. 831 on the grounds of discontinuance of position, lack of pupils and financial limitations effective at the end of the 2016-2017 school year on June 30, 2017 pursuant to Minnesota Statutes, Sec. 122A.40, Subd. 11, without pay or fringe benefits.

BE IT FURTHER RESOLVED, that a notice of placement on unrequested leave, together with a copy of this resolution be forwarded to said teacher by certified mail or be delivered personally and that an affidavit of same be placed in her file, together with a copy of the notice and resolution.

The motion for the adoption of the foregoing resolution was duly seconded by Member Corcoran and upon vote being taken thereon, the following voted in favor thereof: Rob Rapheal, Karen Morehead, Jill Olson, Luke Odegaard, Julie Corcoran, Jeff Peterson and Gail Theisen;

and the following voted against the same: none;

and the following were absent: none;

whereupon said resolution was declared duly passed and adopted.

NOTICE OF PLACEMENT ON  
UNREQUESTED LEAVE OF ABSENCE

May 4, 2017

Ms. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 831 held on May 4, 2017, a resolution was adopted by majority roll call vote of the School Board, placing you on unrequested leave of absence as a teacher of Independent School District No. 831 effective at the end of the 2016-2017 school year on June 30, 2017, pursuant to Minnesota Statutes, Sec. 122A.40, Subd. 11 without pay or fringe benefits.

A copy of the resolution duly adopted by the School Board is attached hereto for your information.

If a position becomes available in a field in which you are licensed, at any time up to 5 years after your leave is effective, you may have a right to reinstatement to that position if you have sufficient seniority in the district and if you filed a written request for reinstatement prior to April 1 of each year while you are on leave. If you do not file such a request each year, your right to reinstatement will be automatically terminated.

Please keep the school district's personnel office advised in writing of your address at all times until your rights have expired, so that the district may notify you of any available positions for which you may qualify.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT

SCHOOL DISTRICT NO. 831

By: \_\_\_\_\_

Secretary of the School Board