



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

BOARD MEETING: November 21, 2019

**Authorization of Transfer:**

- Byboth, MaryRuth – Noon Duty Supervisor at Wyoming Elementary, from 12.5 to 20 hours per week and 37 weeks per year, effective October 28, 2019.
- ◆ Hiers, Teresa – from School Bus Driver to Substitute, effective September 1, 2019.
- ◆ Husnick, Angela – from School Bus Driver to Substitute, effective September 1, 2019.
- Owen, Karen – from Title One Teacher Assistant to Special Education Paraprofessional II at Forest View Elementary, 30 hours per week and 37 weeks per year, effective November 14, 2019.

**Correction:**

- General Description Classified Employee Policies 2018-2020 for the Youth & Adult Program Coordinator. (see attachment)

**Position Eliminated:**

- Census Office Assistant IV at the District Office, effective October 25, 2019.

**Recommendation of Employment:**

- Bracht, Diana – Special Education Paraprofessional at the Forest Lake Area Middle School, 30 hours per week and 37 weeks per year, effective November 25, 2019.
- Chromey, Amanda – Noon Duty Supervisor at Scandia Elementary, 12.5 hours per week and 37 weeks per year, effective November 15, 2019.
- Colby, Laura - Noon duty Supervisor at Linwood Elementary, 15 hours per week and 37 weeks per year, effective November 25, 2019.
- Gee, Lonnie – Special Education Paraprofessional at Wyoming Elementary, 30 hours per week and 37 weeks per year, effective November 18, 2019.
- ◆ Hanninen, Sara – Cook Helper at Columbus Elementary, 15 hours per week and 37 weeks per year, effective November 18, 2019.
- Hovind, Jessie – Payroll Coordinator at the District Office, 40 hours per week and 52 weeks per year, effective November 25, 2019.

**Resignation(s):**

- Bjorngjeld, Kristine – School Age Childcare Program Aide at Forest View Elementary, effective November 1, 2019.
- Lentz, Christine – Special Education Paraprofessional at Forest View Elementary, effective November 15, 2019.

**Retirement(s):**

- ◆ Marier, Mary Ann – School Bus Driver, effective January 1, 2020,

- Recommended by Donna Friedmann

D.M.F./L.A.M.

- ◆ Recommended by Lawrence Martini

11/15/19

## **YOUTH & ADULT PROGRAMS COORDINATOR**

C42

July 1, 2018 – June 30, 2020

The Adult Services Coordinator receives benefits delineated in the Forest Lake Area Schools Benefits General Description attached as Appendix A if he/she is eligible with the following exceptions or additions:

### **Work Schedule:**

**Duty week and year:** A regular work week shall consist of five (5) days at 40 hours a week for up to 210 days per year.

### **Compensation:**

The Adult Services Coordinator shall be compensated at the rate of pay of:

\$31.20 per hour effective July 1, 2018

\$32.15 per hour effective July 1, 2019

### **Group Insurance:**

**Single Coverage:** The School District pays the premium for single medical-hospitalization insurance.

### **Matching 403(b)**

This Coordinator shall be able to participate in the matching 403(b) plan at the B33 level in the general benefits description.