

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

November 6, 2014

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 7:02 p.m. on Thursday, November 6, 2014, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Kathleen Bystrom, Julie Corcoran, Dan Kieger, Karen Morehead, Robert Rapheal, Gail Theisen, Erin Turner and Superintendent Linda Madsen, ex officio.

The meeting agenda was reviewed and no changes were made.

4. VISITORS:

Listening Session: Members Rapheal and Turner reported two visitors.

5. STUDENT ACHIEVEMENT:

Karen Manske, a member of the Region 6 Community Education Board of Directors, presented Community Education Director Julie Ohman with Project Awards for Health UP and Ranger Review and the new community education video was shown.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: Lake Fest committee meeting, music booster meeting, Big Sing, basketball programs, ALC 25<sup>th</sup> anniversary celebration, Curriculum Instruction and Equity meeting, Fun Run/Walk at Wyoming Elementary, Hauntcert, honors jazz band performance in Superior, Wisconsin, Ag department meeting, Facility Task Force meetings, PTA/PTO meetings, bus garage visit, and retired educators gathering.

6. REPORTS:

Buildings & Grounds – Member Corcoran reported discussion on Facility Task Force update, scheduling athletic fields, and Alt facilities financing.

Communications – Member Morehead reported discussion on equity portrait, Hall of Fame booklets being shared in the community, SHIP update, and training for food service workers.

Finance – Member Kieger reported discussion on the 2015 property taxes, self-insurance topics, bonds – refunding opportunity.

Policy – Member Bystrom reported the committee reviewed the Wellness Policy, Student Sex Nondiscrimination Policy and Community Notification of Sex Offenders Policy.

Staff Welfare Committee – Rob Rapheal reported discussion of the Gift Ban Law as it applies to school board members, grading procedures with Dr. Massey, and the 2015-16 budget.

City of Forest Lake – Member Theisen reported the next meeting will be November 10.

EMID – Member Morehead reported programs are going well in the districts, Perpich School of Arts joined EMID, and the second edition of all programs being offered will be available soon.

916 – Member Theisen reported they met last night with a presentation from Karner Blue regarding enrollment and staffing, a resolution was brought forward to MSBA regarding expanding lease levy authority, and November 18 will be a Karner Blue education site visit.

Superintendent's Report: Dr. Madsen reported on the school board elections and offered her congratulations to new members Jill Olson and Luke Odegaard. Cake and refreshments will be served one half hour before the December 4 school board meeting to thank outgoing board members Erin Turner and Kathy Bystrom. The Facility Task Force completed their fifth meeting and Dr. Madsen thanked them for their time and efforts, the YMCA will be presenting their partnership proposal with the school board on December 4, the girls' cross country team placed 7<sup>th</sup> at the state meet and members of the team will be recognized at the December 4 school board meeting, SAC will now be open on days that school is closed due to inclement weather and she thanked the SAC staff. Winter sports soon start practicing and competing, November 11 is Veterans' Day and a program honoring veterans will be held at the high school at 10:15 am, the high school musical *Anything Goes* starts this weekend and goes into next weekend.

7. CONSENT AGENDA ITEMS: Member Kieger moved to approve Consent Agenda Items 7.1-7.4. The motion was seconded by Member Theisen. All members present voted aye and the motion carried.

7.1 Approved the Minutes of October 2 and 9, 2014

7.2 Approved the bills as of November 6, 2014

7.3 Approved Classified Personnel:

Resignation:

- Conway, Kevin – School Bus Driver, effective August 29, 2014.
- DeWidt, Hillary – Noon Duty Supervisor I at Lino Lakes Elementary, effective October 31, 2014.
- Eckstrom, Edwin – School Bus Driver, effective November 1, 2014.
- Hekele, Kimberly – Health Office Assistant II at Lino Lakes Elementary, effective August 8, 2014.
- Willette, Kelly – Noon Duty Supervisor I at Lino Lakes Elementary, effective October 20, 2014.
- Schneider, Colleen – School Bus Driver, effective November 26, 2014.
- Young, Angela – School Age Care Assistant Site Manager/Program Aide at Central Montessori, effective October 24, 2014.

End of Employment:

- Wagner, Jennifer – Substitute School Bus Driver, effective June 20, 2014.

Recommendation of Employment:

- Greene, Vicki – Payroll Coordinator VIII at the District Office, 8 hours per day and 52 weeks per year, effective September 29, 2014. (Open position)

- Hanson, Teresa – Health Office Assistant IV at St. Peter’s Elementary, 3.5 hours per day and 35 weeks per year, effective October 6, 2014. (Open position)
- Havel, Tracy – Health Office Assistant IV at Century Jr. High, 8 hours per day and 39 weeks per year, effective October 21, 2014. (Open position)
- Johnson, Michelle – Special Education Paraprofessional II at Early Childhood Special Education, 6 hours per day and 37 weeks per year, effective September 29, 2014. (Open position)
- Kne, Kassey – Noon Duty Supervisor I at Scandia Elementary, 2.5 hours per day and 35 weeks per year, effective October 27, 2014. (Open position)
- Knutson, Charles – Substitute School Bus Driver, effective October 24, 2014.
- Kyrola, John – Substitute School Bus Aide, effective October 27, 2014.
- Larson, Alysha – School Age Care Program Aide at Central Montessori, 4 hours per day and 40 weeks per year, effective October 9, 2014. (Open position)
- Maine, Tessa – Special Education Paraprofessional II at Forest Lake Elementary, 6 hours per day and 37 weeks per year, effective October 13, 2014 (Open position)
- Pepper, Lisa – School Age Care Program Aide at the Central Learning Center Steps Ahead, 3.5 hours per day and 40 weeks per year, effective October 6, 2014. (Open position)
- Redinger, Susan – Title I Paraprofessional II at Forest View Elementary, 2.5 hours per day, 4 days per week and 35 weeks per year, effective November 4, 2014. (Open position)
- Selle, Gretchen – Special Education Paraprofessional II at Wyoming Elementary, 6 hours per day and 37 weeks per year, effective September 29, 2014. (Open position)

Authorization of Transfer:

- Cameron, Kari – School Age Care Program Aide, from the Central Learning Center, 24 hours per week to Wyoming Elementary Steps Ahead, 4.5 hours per day and 40 weeks per year, effective September 2, 2014.
- Gaffney, Emily – School Age Care Program Aide at Lino Lakes Elementary, from 4 hours per day to 5.25 hours per day and 40 weeks per year, effective October 20, 2014.
- Harms, Gary – from Substitute School Bus Driver to School Bus Aide, 5.5 hours per day and 37 weeks per year, effective October 27, 2014.
- Larson, Alysha – from School Age Care Program Aide at Central Montessori, 4 hours per day and 40 weeks per year to School Age Care Assistant Site Manager at Central Montessori, 6.5 hours per day and 52 weeks per year, effective October 27, 2014. (Open position)
- Martinson, LeAnn – from Benefits Specialist VI to Benefits Coordinator VIII, 8 hours per day and 52 weeks per year, effective September 23, 2014.
- Seekon, Jennifer – School Age Care Site Manager, from Forest Lake Elementary to the Central Learning Center, 8 hours per day and 52 weeks per year, effective September 2, 2014.
- Smith, Khristeen – from Noon Duty Supervisor I at Scandia Elementary, 2 hours per day and 35 weeks per year to Cook Helper/Short Hour at Scandia Elementary, 3 hours per day and 175 days per year, effective October 13, 2014. (Open position)
- Wohlberg, Shannon – from Title I Paraprofessional/Noon Duty Supervisor II at Forest View Elementary, 5 hours per day and 37 weeks per year to Special Education Paraprofessional II at Forest View Elementary, 6 hours per day and 37 weeks per year, effective October 10, 2014. (Open position)

Leave of Absence:

- Hefta, Susan – Special Education Paraprofessional II at Southwest Jr. High, leave of absence from December 10, 2014 through February 3, 2015.
- Kloer, Karen – Special Education Paraprofessional II at Forest Lake Elementary, leave of absence from October 9, 2014 through November 19, 2014.
- Zanish, Sara – Behavior Intervention Specialist/Special Education V at the Central Learning Center, leave of absence from October 20, 2014 through December 5, 2014.

Additional Position:

- Title I Paraprofessional II at Linwood Elementary, 2.5 hours per day, 4 days per week and 30 weeks per year, effective October 27, 2014.

Additional Hours:

- Brookman, Julie – Cook Helper/Long Hour at Southwest Jr. High, from 4 hours per day to 5 hours per day and 178 days per year, effective October 27, 2014.
- Martens, Aimee – Payroll Office Assistant III at the District Office, from 4 hours per day to 7 hours per day and 52 weeks per year, effective October 2, 2014.

7.4 Approved Licensed Personnel:

A. UNPAID LEAVE OF ABSENCE (LOA):

1. Eichten, Amber: Unpaid LOA for approximate dates: 4/6/15-5/15/15
2. Nelson, Alyssa: Unpaid LOA for approximate dates: 1/7/15-6/8/15
3. Steek, Ashley: Unpaid LOA for approximate dates: 1/5/15-2/27/15

B. NON-CURRICULAR ASSIGNMENT (on non-contract status):

1. Asplund, Bradley: .60 Asst Football (SR)
2. Brott, Andrea: .25 Student Council (WY)
3. Colton, Coleen: .33 Head Int'l Club (SR)
4. Ellefson, Sarah: Asst Alpine Ski (SR)
5. Ferguson, Aimee: .25 Student Council (WY)
6. Hipp, James: .43 Asst Boys' Hockey & .5 Asst Girls' Hockey (SR)
7. Jurasin, Joseph: .88 Head Weight Training (SR)
8. Lexvold, Ian: .43 2nd Asst Musical (SR)
9. Lind, Robin: .22 Asst Musical, .26 1st Asst Musical & .14 2nd Asst Musical (SR)
10. Lundberg, Sadie: .25 Student Council (WY)
11. Lurken, Kelli: .5 Head Culinary Club (SR)
12. Stenglein, Danielle: .25 Student Council (WY)

C. EMPLOYMENT:

1. Bergerson, Leslie: Less than 600 hours for the 2014-15 school year only contingent upon approval of position in item D below & approve Agreement to Resume Teaching Services & Agreement to Extend Probationary Period
2. Ehleringer, Lynne: Less than 600 hours for the 2014-15 school year only contingent upon approval of position in item D below
3. Eiler, Sara: 1.0 FTE effective 10/13/14
4. Harms, Joan: Less than 600 hours for the 2014-15 school year only contingent upon approval of position in item D below & approve Agreement to Resume Teaching Services & Agreement to Extend Probationary Period
5. Johnson, Jenifer N: 1.0 FTE effective 10/13/14

6. Landherr, Lisa: 1.0 FTE effective 9/2/14

D. AUTHORIZATION OF ADDITIONAL TEACHING POSITIONS:

1. Five less than 600-hour Title I positions at Forest Lake Elementary (Bergerson, Leslie; Ehleringer, Lynne; Harms, Joan; 2 Hires Pending)
2. One less than 600-hour Title I position at Columbus Elementary (Hire pending)
3. 1.0 FTE ECSE Teacher

E. RESIGNATION:

Johnson, Jenifer N: Early Childhood Teacher; last day 10/10/14.

8. Donations: Member Turner moved, seconded by Member Morehead to adopt the resolution and accept with appreciation the following donations: \$50 from Chris and Barb Farrier, Forest Lake, to Century Jr. High music department for the needs of the music department; \$50 from Tina Stevens, \$50 from Lisa Deiman, and \$25 from Brenda Freerks all from Forest Lake, to Century Jr. High field trip fund to provide financial help to students for field trips; snacks valued at \$50 from the Drolson Family Foundation, Forest Lake, to FLAS CE ABE for hungry students; \$400 from Jo Prahl, Blaine, to FLAS CE ABE to purchase GED materials/new text books; HP monitor and keyboard valued between \$100-\$150 from Judith Koll, Stacy, to Linwood Elementary for use by children; \$985.40 from Scandia Marine Lions Club, Scandia, to Scandia Elementary to purchase dictionaries for the 3<sup>rd</sup> grade; \$200 from Wyoming Area Business Association to Wyoming Elementary for the Wyoming 5K Fun Run/Walk; books from Tina Stevens, Forest Lake, to Forest Lake Elementary valued at \$300; \$50 from Kari Carlson, Forest Lake, to Southwest Junior High School orchestra for music needs; \$965.70 from The Donors Choose, New York, NY to Southwest Jr. High science department for a goggle sanitizer station; \$1500.00 from Cheryl Medlock Anderson, Eden Prairie, to FLAS Special Education Department to help prepare students for participation within the community and aid functional academic skills. All members present voted aye and the motion carried.

9. OLD BUSINESS:

- 9.1 Approve Family and Medical Leave Policy 428. Member Kieger moved to approve Family and Medical Leave Policy 428. The motion was 2<sup>nd</sup> by Member Theisen by roll call vote all members present voted aye and the motion carried.
- 9.2 Approve Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414. Member Kieger moved to approve Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414. The motion was 2<sup>nd</sup> by Member Turner by roll call vote all members present voted aye and the motion carried.
- 9.3 Approve Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522. Member Kieger moved to approve Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522. The motion was 2<sup>nd</sup> by Member Turner by roll call vote all members present voted aye and the motion carried.
- 9.4 Approve General Benefits Group Employment Policies Adjustments – Member Kieger moved to Approve the General Benefits Group Employment Policies Adjustments. The motion was 2<sup>nd</sup> by Member Theisen by roll call vote all members present voted aye and the motion carried.

- 9.5 Superintendent Contract - Member Turner moved to approve the Superintendent Contract for 2015-2016. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members present voted aye and the motion carried.

## 10. NEW BUSINESS:

First Readings of: Wellness Policy 546, Student Sex Nondiscrimination Policy 421 and Community Notification of Sex Offenders Policy 707. These will be placed on the next agenda for Board action.

11. REVIEW UPCOMING CALENDAR DATES: The School Board reviewed communications and upcoming calendar dates.

As there was no further business, Member Theisen moved, seconded by Member Corcoran to adjourn. All members present voted aye and the meeting adjourned at 8:07 pm.

Rob Raphael

President

Kathleen Bystrom

Clerk