

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

April 5, 2018

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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 pm on Thursday, April 5, 2018 in the Forest Lake Area Senior High School Media Center. Roll was called and the following members were present: Julie Corcoran, Karen Morehead, Luke Odegaard, Jill Olson, Jeff Peterson, Rob Rapheal, Gail Theisen, and Superintendent Dr. Steve Massey, ex officio. The Pledge of Allegiance followed.

A change was made to the agenda to call up students from activities and athletics first instead of during Scheduled and Unscheduled Visitors. Member Corcoran made the motion to approve the agenda, 2<sup>nd</sup> by Member Olson. All members voted aye and the motion carried.

Principal Caldwell called on the following to come forward: Mr. Kendrick and the EMT students, Stephanie Ward and the National Merit Scholar students and Activities Director Aaron Forsythe highlighted winter season sports and athletes from: Alpine ski racing, gymnastics, wrestling, Nordic ski team, boys swim and dive team, girls and boys basketball.

Forest Lake Music Booster Vice President Holly Wojciechowski reported the results of a survey studying the health of the Forest Lake Music Program.

#### 4.0 VISITORS:

Listening Session: Member Theisen reported many visitors attended and discussed the district's music program.

#### 5.0 STUDENT ACHIEVEMENT:

Forest View Elementary School Principal Scott Urness and educator Shannon Wedger talked about reciprocal teaching moments and building social skills around book characters.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: Special Education Advisory Committee meeting, transition workshop for middle school and high school students, Forest Lake Area Expo, talent show, basketball games, blood drive, Lino Lakes PTO meeting, FFA chapter banquet, MSBA Day at the Capitol, CPA play, Wyoming Elementary Liberty Day program, curriculum instruction, School Funding Task Force meetings, Bethel concert is April 6, Lino Lakes Elementary School Carnival is April 7, Festival of Cultures is April 13, Wyoming Elementary Spring Gala is April 14 at Split Rocks, ECFE Garage Sale is April 14.

#### 6.0 REPORTS:

Communication – Member Olson reported the committee received a legislative update and discussed the Lakes Area Expo.

916 – Member Olson reported the committee received a presentation from Ramsey County Attorney John Choi, there will be a Pankalo Education Center program visit April 18.

Equity Alliance MN – Member Morehead reported the personnel committee is reorganizing and changes will be presented at their next board meeting.

Policy – Member Theisen reported the committee discussed Policy 515 and Policy 511 that are on tonight's agenda.

Staff Welfare – Member Corcoran reported the committee discussed the district instructional day, budget development, and school safety.

Finance – Member Odegaard reported the committee had a revenue review by auditors MMKR, had a health plan strategy review by Balance Point Strategy, and discussed budget adjustments which is on tonight's agenda.

City of Forest Lake – Member Morehead reported a new council member was chosen, the next council meeting is Monday night and Member Theisen reported a July 4 fundraiser was held.

Buildings and Grounds – Member Peterson reported the committee received a legislative update, bond project update, pool repair report, update on the ongoing employee OSHA training and the fire marshal did inspections throughout the district.

Reshaping Opportunities for Success 2015-2020 – Director Larry Martini gave project updates and shared photos of Forest Lake Area Middle School, Lino Lakes, Scandia and Linwood Elementary Schools.

Superintendent's Report – Dr. Massey thanked all those attending tonight's meeting, offered his congratulations to the students recognized this evening and thanked Principal Urness and Shannon Wedger for their presentation. The Association of Agricultural Educators recognized the Forest Lake Agriculture and FFA program as the outstanding middle school and secondary school across the state of Minnesota, the Forest Lake Environmental Club received the Washington County Public Health Achievement Award and the high school music program will be performing at Bethel University tomorrow evening. The district has two bills at the Minnesota House and Senate, the first bill is to increase school board levy authority and the second bill is to increase transportation sparsity aid.

#### 7.0 CONSENT AGENDA ITEMS:

Member Corcoran pulled agenda item 7.3. Member Theisen made a motion to approve agenda items 7.1, 7.2 and 7.4. The motion was 2<sup>nd</sup> by Member Peterson. All members voted aye.

7.1 Approved the Minutes of March 1 and 8, 2018

7.2 Approved the bills as of April 5, 2018

## 7.4 Approved Licensed Personnel

- A. UNPAID LEAVE(S) OF ABSENCE (LOA):
1. Burk, Terry: 5-Year Extended LOA (2018-19 thru 2022-23)
  2. Degeest, Michele: 415 LOA for 2018-19
  3. Papke, Katherine: .58 FTE 415 LOA for 2018-19
  4. Snyder, Kristen: LOA for 2018-19
  5. Wiberg, Heidi: LOA extended from ending on approx 4/20/18 to ending on approx 5/24/18
- B. NON-CURRICULAR ASSIGNMENT(S):
1. Abrahamson, Tessa: Yearbook (LW)
  2. Braton, Corrine: .7 Asst Synchronized Swimming (SR) & .5 Head/Asst Jr Class/Prom (SR)
  3. Brumbaugh, Katherine: Head Culinary Club (SR)
  4. Buck, John: Head Boys' Golf (SR)
  5. Casey, Timothy: .52 Asst Softball (SR)
  6. Cramer, Donald: Asst Softball (SR)
  7. Davison, Laura: Head Synchronized Swimming (SR)
  8. Echols, Angelo: .15 Asst Drumline (SR)
  9. Ewert, Brooke: .5 Asst Synchronized Swimming (SR)
  10. Fick, Benjamin: .5 Asst Boys' Track (SR)
  11. Gravelle, Tal: Head Baseball (SR)
  12. Hanzalik, Jacob: .20 Asst Baseball (SR)
  13. Henry, Kale: Asst Baseball (SR)
  14. Hirsch, Brittany: Math Masters Gr 6 (FL)
  15. Holmquist, Renee: 7th/8th Head Girls' Golf (SR)
  16. Husfeldt, Ann: .8 Asst Synchronized Swimming (SR)
  17. Jantsch, Garrett: Asst Boys' Track (SR)
  18. Johnson, Kyle: Asst Baseball (SR)
  19. Kowarsch, Jennifer: .4 Asst Synchronized Swimming (SR)
  20. Lasiuta, Erin: Asst Softball (SR)
  21. Lindberg-Kendrick, Janelle: .3 Asst Girls' Track (SR)
  22. Locke, Jason: Asst Boys' Track (SR)
  23. Molitor, Caleb: Asst Clay Target (SR)
  24. Monaghan, Lucas: .15 Asst Drumline (SR)
  25. Muellner, Darlene: .40 Asst Play (SR)
  26. Norling, Benjamin: .23 Asst Baseball (SR)
  27. Nygaard, Kierstin: Head Girls' Track (SR)
  28. Richardson, Andrew: Asst Boys' Track (SR)
  29. Rodewald, Brittni: .5 Head/Asst Jr Class/Prom (SR)
  30. Rugland, LeEarl: Asst Girls' Track (SR)
  31. Sauer, Lisa: Gen Music Elem (LL)
  32. Schueller, Jay: .5 Asst Play (SR)
  33. Schultz, David (Trip): Asst Baseball (SR)
  34. Soule, Michael: .5 Asst Girls' Track (SR)
  35. Underkoffler, Lawrence: 7th/8th Head Boys' Golf (SR)
  36. White, Johannah: .6 Asst Synchronized Swimming (SR)
  37. Zimanske, Craig: Head Play & .10 Asst Play (SR)

- C. RETIREMENT(S)/RESIGNATION(S):
1. Larson, Angela: resign effective end of 2017-18 sy
  2. Newman, Cherene: resign effective end of 2017-18 sy
  3. Underkoffler, Lawrence: resign effective end of 2017-18 sy
  4. Yu, Hanjie: resign effective end of 2017-18 sy
- D. RECALL FROM UNREQUESTED LEAVE OF ABSENCE:  
Lang-Nieman, Hayley

Member Corcoran recognized and congratulated retirees Miles and Laqua. Member Theisen made a motion to approve agenda item 7.3. Member Peterson 2<sup>nd</sup> the motion, all members voted aye and the motion carried.

### 7.3 Approved Classified Personnel

#### Authorization of Transfer:

- Beireis, Autumn – School Age Childcare Program Aid at Linwood Elementary from 20 to 23.75 hours per week and 40 weeks per year, effective March 5, 2018.
- Korbal, Lily - School Age Childcare Program Aid at Linwood Elementary from 27.5 to 20 hours per week and 40 weeks per year, effective March 5, 2018.
- Percy, Autumn - School Age Childcare Program Aid at Linwood Elementary from 10 to 13.75 hours per week and 40 weeks per year, effective March 9, 2018.

#### Change in Classification:

- Revise the Special Education Paraprofessional at the STEP Program, from level II to level III, effective July 1, 2017.

#### Leave of Absence:

- Cottrell, Lisa – School Bus Driver from March 1 through 18, 2018.
- Gabbert, Dean – School Bus Driver from March 6 through 19, 2018.
- Johanson, Lisa – Early Childhood Special Education at the Central Learning Center from March 30 through April 14, 2018.
- Kotys, Pamela – School Age Childcare Site Manager at Wyoming Elementary, from March 9 through April 20, 2018.
- Mann, Kristy – Special Education Paraprofessional at the Area Learning Center for the entire 2018-19 school year.
- Nelson, Maria – School Age Childcare Program Aide at Forest View Elementary from January 13 through February 2, 2018 and February 6 through April 6, 2018.
- Rongitsch, Teresa – School Bus Driver from February 28 through March 11, 2018.
- Siedow, Matthew – School Bus Mechanic from February 2 through March 16, 2018
- Willcoxon, Debra – Title 1/Noon Duty Supervisor at Forest Lake Elementary from February 26 through April 9, 2018.

#### Recommendation of Employment:

- Haworth, Abby – Early Childhood Special Education Office Assistant III at the Central Learning Center, 30 hours per week and 37 weeks per year, effective March 28, 2018.
- Humphreys, Anita – Health Office Assistant IV at Forest Lake Elementary, 30 hours per week and 37 weeks per year, effective March 26, 2018.

- Muellner, Michelle – Special Education Paraprofessional II at Forest Lake Elementary, 30 hours per week and 37 weeks per year, effective April 4, 2018.
- Olson, Chris - School Bus Driver, 27.5 hours per week and 37 weeks per year, effective March 5, 2018.
- Stevenson, Anna – School Bus Aide, 22.5 hours per week and 37 weeks per year, effective March 26, 2018.
- Wessberg, Chris – Title 1 Paraprofessional at Forest Lake Elementary, 30 hours per week and 37 weeks per year, effective February 26, 2018.

#### Resignations:

- Christianson, Mirah – Early Childhood Family Education Planner V at the Central Learning Center, effective June 8, 2018.
- Hamernick, Kathie – Special Education Paraprofessional at Forest Lake Elementary, effective March 8, 2018.
- Ice-Andersen, Melinda – Cook Helper at Wyoming Elementary, effective May 23, 2018.
- Keesling, Keith – School Bus Driver, effective February 16, 2018
- Strand, Kathleen – Special Education Paraprofessional at the Senior High, effective April 2, 2018.
- Wielinski, Hannah – Early Childhood Family Education Preschool Educator at Linwood Elementary, effective May 11, 2018.

#### Retirements:

- Diemert, Sandra - School Bus Driver, effective March 2, 2018.
- Laqua, Delary - School Bus Driver, effective May 23, 2018.
- Miles, Ruth – Special Education Paraprofessional at Columbus Elementary, effective May 23, 2018.
- Peters, Karen – School Bus Driver, effective May 23, 2018.

8.0 Donations: Member Odegaard moved, 2<sup>nd</sup> by Member Theisen to adopt the resolution and accept with appreciation the following donations: \$2307.48 from FLHS Boys’ Track Booster Club to FLHS boys track for payment toward track equipment; \$238.00 from Jennifer Franklin, Harris, for two Chromebooks and mgmt. licenses to Franklin’s classroom; Selmer clarinet valued at \$100 from Jenna Schuder, St. Louis Park, to Wyoming Elementary band; \$2373.23 from Dugout Club, FL to FLHS baseball for payment for two part-time assistant coaches. The following donations are to FLAS for 2018 Hall of Fame Sponsorship: \$500 from Community Scholarship Foundation, \$500 from Olson’s Sewer Service/Olson’s Excavating Service, \$500 from Johnson/Turner Legal, and \$500 from Jesse R. Johnson Insurance. All members voted aye and the motion carried.

#### 9.0 OLD BUSINESS:

9.1 Member Theisen moved to approve Reductions for 2018-2019 of \$1.7 million as stated.

Administration	\$248,600
Bus Reductions	\$160,000
Activities	\$149,200
Support Positions/Related Serv.	\$302,800
Services and Resources	\$253,650
Special Education	\$205,750

Instructional Staff Reductions      \$380,000  
TOTAL = \$1.7 million

The motion was 2<sup>nd</sup> by Member Olson, by roll call vote all members voted aye. The motion carried. (Copy of reductions in official minutes book.)

- 9.2 Member Theisen moved to adopt Resolution for the Non-Renewal of Probationary Teachers. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members voted aye. The motion carried. (Copy of resolution and list of names in official minutes book.)
- 9.3 Member Olson moved to Set Public Hearing Date for the Purpose of Consideration of Closing Central Montessori Elementary School for Thursday, April 26 at 7:00 pm in Forest Lake Area High School Media Center. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members voted aye. The motion carried.
- 9.4 Levy Referendum Discussion: Board Members discussed going out for a levy in November 2018. Discussion will continue at the April 19, 2018 School Board Meeting.
- 9.5 Member Olson moved to approve Discontinue Policy 616 – School District System Accountability. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members voted aye. The motion carried.

At 8:58 pm President Rapheal called for a break. The meeting resumed at 9:06 pm and all members were present.

- 9.6 Member Peterson moved to approve Discontinue Policy 617 – School District Ensurance of Preparatory and High School Standards. The motion was 2<sup>nd</sup> by Member Odegaard, by roll call vote all members voted aye. The motion carried.
- 9.7 Member Odegaard moved to approve Discontinue Policy 618 – Assessment of Standards Achievement. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members voted aye. The motion carried.
- 9.8 Member Corcoran moved to approve 2018-2019 School Calendar Adjustment. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members voted aye. The motion carried. The first day of school for K-10<sup>th</sup> grade will be September 4. The first day of school for 11<sup>th</sup> and 12<sup>th</sup> graders will be September 5, 2018.
- 9.9 Member Olson moved to Approve New Bank Account. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members voted aye. The motion carried.
- 9.10 Member Theisen moved to approve Recommendation to Award Southwest School Remodel. The motion was 2<sup>nd</sup> by Member Corcoran, by roll call vote all members voted aye. The motion carried. (Copy of bid tabulations in official minutes book.)
- 9.11 Member Morehead moved to approve Agreement for School Resource Officer Services between Independent School District #831 and the City of Forest Lake for 2018-2020. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members voted aye. The motion carried.

- 9.12 Member Theisen moved to Approve 2017-2018 Budget Adjustments on the general fund balance of \$185,291. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members voted aye. The motion carried. (Copy of budget adjustments in official minutes book.)

10. NEW BUSINESS:

- 10.1 First Reading: Discipline Policy 515. This item will be placed on the May 3 agenda for board action.
- 10.2 First Reading: Memorials for Deceased Students and Staff Policy 511. This item will be placed on the May 3 agenda for board action.

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

As there was no further business, Member Peterson moved to adjourn. The motion was 2<sup>nd</sup> by Member Theisen. All members voted aye and the meeting adjourned at 9:20 pm.

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Rob Rapheal                      President

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Jill Olson    Clerk

Approved Date: \_\_\_\_\_