

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

February 5, 2015

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, February 5, 2015, at the School District Offices. Following the Pledge of Allegiance, roll was called and the following members were present: Julie Corcoran, Dan Kieger, Karen Morehead, Luke Odegaard, Jill Olson, Robert Rapheal, and Superintendent Linda Madsen, ex officio. Member Gail Theisen was absent.

The meeting agenda was reviewed and no changes were made.

4. **VISITORS:**

Listening session: Member Kieger reported Cluster Parents were present and gave an update of their January 12 meeting, a parent asked how he could provide meals for teachers during their conferences, and QComp questions were asked.

5. **STUDENT ACHIEVEMENT:**

Scandia Principal Julie Greiman reported Scandia Elementary was notified in early January that they are now an official International Baccalaureate School. Principal Greiman, and IB coordinator Gerry Seaburg, showed a video highlighting the IB way of teaching and shared a bit of the report they received which includes 19 commendations relating to the school practices that are beyond the requirements for authorization and will benefit the implementation of the program.

Jennifer Tolzmann introduced Joe Mueller and Diane Giorgi who talked about Professional Learning Communities and Professional Development. They gave a presentation on Job Embedded Professional Development – QComp Implementation for the 2014-15 school year.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: SEC Music Festival, PTO meeting, YPA performance, spelling bee and peaceful bus presentation, play at Vannellis, farewell for Fire Chief Sigfrinius, awareness of Alzheimers event, high school registration, basketball games and the benefit for Jessica Erickson.

6. **REPORTS:**

Buildings & Grounds – Member Odegaard reported receiving a legislative update, ALT facilities bill update and there is a transportation bill in the legislature which would help transportation funding. They received an update on Phase II of high school IAQ project and the classified staff in-service day, and discussed public use of school facilities.

Communications – Member Morehead reported reviewing the Communications Plan for the SHIP plan, reviewing draft communications plan for the bond campaign (pending board action), updates on: Jr. high registration guides, kindergarten round-up, Immersion enrollment and registration, and Food4Kids program.

EMID – Member Morehead reported she forwarded board members the EMID newsletter. She stated that at the present time five schools have put in a letter of intent to withdraw from EMID and she feels that our district receives a lot of benefits from being in EMID.

Finance Committee – Member Corcoran reported receiving a bond update, a budget update, discussed the reduction process for 2015-16 and discussed the mandatory group medical insurance RFP which is done every two years.

Policy Committee – Member Olson reported they discussed the Anti-Bullying Policy and Student Transportation Safety Policy on tonight's agenda, and they decided to table the Teacher Facilities Policy and Staff Meetings Policy as they were out dated and needed revisions.

Staff Welfare Committee – Member Kieger reported they discussed budget reductions, received a legislative update, discussed ALT facilities and the transportation bill, talked about the water main break outside Southwest Jr. High on January 21 which worked the process and procedures of how the schools, police and fire departments work together. They received a YMCA update, had a calendar discussion, employee benefits discussion, medical RFPs and a bond update.

City of Forest Lake – Due to Member Theisen's absence there was no report.

916 – Due to Member Theisen's absence there was no report.

Superintendent's Report: Dr. Madsen congratulated Tim Brockman and the district as a whole. Tim has been selected for the Minnesota Excellence in Education award. The award will be presented to the district and to Tim on March 19 in St. Paul. The school continues to work with the YMCA partnership specifically with aquatics and the dance area. Mr. Martini, Supt Madsen, Athletic Director Aaron Forsythe and representatives from the YMCA will attend the city council meeting on Monday evening. They have been working together to have a summary for the city council Monday evening with the final agreement coming before the school board first perhaps as early as the February 12 meeting. Superintendent Madsen testified regarding ALT facilities for the statewide project and for Forest Lake as well. Work continues on the transportation bill, Steve Massey will be meeting with Representative Bob Dettmer to talk about securing funding for the principals academy. February 10 is kindergarten roundup at all elementary schools at 1:30 and 6:00 pm, February 13 is 916 Education Foundation Benefit at Jimmy's in White Bear Lake, February 21 is the Rotary Plunge, elementary conferences are the March 6 and spring break is March 9-13.

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

7.1 Approved the Minutes of January 8, 10 and 22, 2015

7.2 Approved the bills as of February 5, 2015

7.3 Approved Classified Personnel:

Resignation:

- Fairbanks St. Clair, Wendy – C-Print Captionist II/Special Education at Forest Lake Sr. High, effective January 15, 2015.

- Guizzetti, Marise – School Bus Aide, effective January 23, 2015.
- Kirby, Megan – Cook Helper/Long Hour at Lino Lakes Elementary, effective January 30, 2015.
- Ross, Angela – Noon Duty Supervisor I at Lino Lakes Elementary, effective January 22, 2015.

Recommendation of Employment:

- Bjornsgjeld, Kristine – Noon Duty Supervisor I at Linwood Elementary, 1.5 hours per day and 35 weeks per year, effective January 21, 2015. (Open position)
- Jensen, Kelly – School Age Care Program Aide at the Central Learning Center/Forest Lake Elementary, 5.5 hours per day and 40 weeks per year, effective January 13, 2015. (Open positions)
- Olson, Jennifer – Aquatics Supervisor at Southwest Jr. High, effective January 29, 2015. (Open position)

Leave of Absence:

- Bergeron, Patricia – Noon Duty Supervisor I at Columbus Elementary, unpaid leave of absence from January 26, 2015 through February 4, 2015.
- Fechner, Patricia – Special Education Paraprofessional II at Forest Lake Elementary, leave of absence from December 2, 2014 through February 23, 2015.
- Harms, Gary – School Bus Driver, leave of absence from January 6, 2015 through January 28, 2015.
- Kutz, Peggy – School Bus Driver, extend leave of absence from January 5, 2015 through January 16, 2015.
- Larson, Carol – School Bus Driver, extend leave of absence from January 5, 2015 through January 31, 2015.

Additional Hours:

- Abel, Michelle – School Age Care Program Aide at Wyoming Elementary Steps Ahead, from 4.5 hours per day to 5 hours per day and 40 weeks per year, effective January 12, 2015.
- Kohls, Melissa – School Age Care Program Aide at Lino Lakes/Wyoming Elementary, from 3.5 hours per day to 5.5 hours per day and 40 weeks per year, effective January 12, 2015.

7.4 Approved Licensed Personnel:

A. UNPAID LEAVE OF ABSENCE (LOA):

1. Daniels, David: Continuation of Unpaid Policy 415 LOA for 2015-16
2. Germanson, Darla: Continuation of Unpaid Policy 415 LOA for 2015-16
3. Harris, Larry (Tony): Continuation of Unpaid LOA for approximate dates: 1/2/15-3/31/15
4. Kibbel, Jennifer: Continuation of Unpaid Policy 415 LOA for 2015-16
5. Papke, Katherine: Continuation of Unpaid Policy 415 LOA for 2015-16
6. Schreiber, Pojanat: Unpaid LOA for approximate dates: 9/3/15-10/9/15

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

1. Anderson, Alan: Asst 7th Boys' Basketball Coach (CEN)
2. Biljan, Crystal: .33 Head/Asst Play/Musical Advisor (SW)

3. Christianson, Jennifer: .34 Head/Asst Play/Musical Advisor (SW)
4. Meyerhoff, Marc: Head 7th Boys' Basketball Coach (SW)
5. Mulroy, Kimberly: .33 Head/Asst Play/Musical Advisor (SW)
6. Schueller, Jay: .43 2nd Asst Musical (SR)

C. RESIGNATION/RETIREMENT:

1. Atchison, Connie: Retire effective end of 14-15 school year (42 years)
 2. Berg, Lisa: Retire effective end of 14-15 school year (31 years)
 3. Forsythe, Aaron: Resign effective end of 14-15 school year
 4. Grundei, Danna: Retire effective end of 14-15 school year (41 years)
 5. Peterson, Janice: Retire effective end of 14-15 school year (35 years)
 6. Stepnick, Claudia: Retire effective end of 14-15 school year (40 years)
 7. Vangsness, Cindy: Retire effective end of 14-15 school year (8 years)
8. Donations: Member Odegard moved, seconded by Member Morehead to adopt the resolution and accept with appreciation the following donations: \$50 from Allina Health Community Giving Campaign, Bridget Pavlas, Forest Lake, to Columbus Elementary; Yamaha digital piano from Scandia Elementary PTO, DeAnn Devine, to Scandia Elementary for music classes valued at \$1599; \$250 from Ms. Regina Proulx, Forest Lake, to Columbus Elementary for low balance student accounts; \$500 from Columbus Lions, to Columbus Elementary Food Service for milk and juice breaks for students with low balance accounts; \$250 from BCBS of MN - Dollars for Doers, Shereen Jensen, to Wyoming Elementary for general education; Ludwig Grand Piano from Mr. Bruce Hafften, Chisago City, to Southwest Jr. High music department valued at \$3500; Apple iPad Air and Otter box valued at \$421 from Bob and Jennifer Taylor, Stacy, to Ms. Wollschlager's classroom at Southwest Jr. High School; \$230 from Lifetouch National School Studios, Eden Prairie, to Scandia Elementary for student activities and supplies; \$271.10 from Box Tops for Education, Young America, to Scandia Elementary for student activities and supplies; \$20 from Stephanie & Boyd Wieger, Forest Lake, to Ms. Kozlowski's Spanish Immersion class at Forest View Elementary; \$140 from Wells Fargo Foundation, NJ, to Wyoming Elementary for general school needs; \$500 from Hosanna Lutheran Church, Forest Lake, to FLAS Family Support to a specific family experiencing homelessness; \$500 from Forest Hill United Methodist Church, Forest Lake, to FLAS Family Support for housing costs to a specific district family experiencing homelessness. All members present voted aye and the motion carried.
9. OLD BUSINESS:
- 9.1 Approve Professional Behavior Policy 409 – Member Kieger moved to approve Professional Behavior Policy 409. The motion was 2nd by Member Corcoran, by roll call vote all members present voted aye and the motion carried.
 - 9.2 Approve Short Term Classified Substitutes Policy 434 – Member Corcoran moved to approve Short Term Classified Substitutes Policy 434 as presented with the addition of raising the daily dollar amount for substitute teachers from \$112 to \$120 per day. The motion was 2nd by Member Kieger, by roll call vote all members voted aye and the motion carried.
 - 9.3 Approve Use of Student Records Policy 505 – Member Kieger moved to approve Use of Student Records Policy 505. The motion was 2nd by Member Corcoran, by roll call vote all members voted aye and the motion carried.

- 9.4 Re-Approve School Board Policy 103A – School Board Member Reimbursement Guidelines – Member Kieger moved to re-approve School Board Policy 103A School Board Member Reimbursement Guidelines. The motion was 2nd by Member Odegaard, by roll call vote all members voted aye and the motion carried.

10. NEW BUSINESS –

- 10.1 First Reading of Anti-Bullying Policy 541. This policy will be placed on the next agenda for School Board action.
- 10.2 First Reading of Student Transportation Safety Policy 531. This policy will be placed on the next agenda for School Board action.
- 10.3 First Reading of 2016-17 School Calendar. This will be placed on the next agenda for School Business action.

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

As there was no further business, Member Odegaard moved, 2nd by Member Corcoran to adjourn. All members present voted aye and the meeting adjourned at 8:17 pm.

Rob Rapheal	President
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Gail Theisen Clerk