

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

October 1, 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, October 1, 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, Gail Theisen and Superintendent Linda Madsen, ex officio.

The meeting agenda was reviewed and no changes were made.

4. VISITORS:

Listening session: Members Kieger and Olson reported no visitors at the Listening session.

5. STUDENT ACHIEVEMENT:

Forest Lake Elementary Principal Jeff Ion introduced EL teacher Jane Ward who highlighted the EL program.

Positive Happenings: School Board members reported on the many programs, events, meetings and visits to district schools during the past month including: sporting events, school open houses, Hope for Holly fundraising event coming up on Sunday, October 11, youth open house, PTO meetings, volleyball game, Jacob Wetterling presentation, agriculture ad council, early voting, homecoming game, TEFFLA Waldoch event, Linwood Days, Stagecoach Days and Taco Daze, Member Odegaard reported the birth of his son, EMID meeting this month at FLAS, and Southwest Jr. High had their 50th anniversary,

6. REPORTS:

Finance Committee – Member Odegaard reported receiving 2015-16 budget update and review, property tax review, Affordable Care Act discussion, and the potential to have an on-site clinic for staff.

Policy Committee – Member Olson reported discussing agenda items 10.2-10.5, and the Field Trip Policy continues to be discussed.

Staff Welfare Committee – Member Rapheal reported receiving a bond update, start of school information and staffing timeline for 2016-17.

City of Forest Lake – Member Theisen reported there was a work session September 21 and there was discussion about regulating drones, Fire Prevention Week is October 4-10 and there will be an open house at the Fire Department October 10 from 10-1 pm.

916 – Member Theisen reported meeting September 1 and the group voted to move forward into Phase III to replace the Capital View bldg., received a report on the ALC credit recovery program, talked about nonconventional EBD licensure.

Buildings and Grounds – Member Morehead reported discussion about solar opportunities, refinancing at Century Jr. High and looking at ways to save money.

Communications Committee – Member Morehead reported the committee discussed the School Connections that will be mailed out in October, reviewed postcards and building information sheets being used about the bond, updated on the World’s Best Workforce legislative requirements and information sharing that will occur throughout the next few months, and a Community Education Customer Survey will be distributed to current community education participants in the near future.

EMID – Member Morehead reported that EMID will meet on October 21 at 5:30 pm at the Forest Lake Schools district office and there was discussion about selling EMID services that other districts can purchase.

Superintendent’s Report: Dr. Madsen reported Kettle River and Broadway roundabout work is scheduled to be completed end of fall this year, the high school and district office roundabouts will be completed November 2016. There was a gathering of legislators, MnDOT personnel, etc. to discuss the Highway 97 bridge over Highway 35. Funding is available only to surface the bridge and so the group talked about the need to expand to more lanes and police, fire, and school district transportation asked that the bridge not close during the construction. We will have to wait and see what happens in the legislature. Rangers Supporting Rangers had a small write up in the Huffington Post yesterday. Bond update: Encourage community members to visit the district website for detailed information and voting locations. Early voting is now open! The YSB Black Tie to Blue Jean event is at Vannellis tomorrow night. Dr. Madsen presented board member Theisen with a Leadership Development certificate from MSBA.

7. **CONSENT AGENDA ITEMS:** Member Morehead 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 September 3 and 10, 2015

7.2 Approved the bills as of October 1, 2015

7.3 Approved Classified Personnel:

Retirement:

- ◆ Ericson, Laurie – School Bus Aide, effective January 15, 2016 after 25 years of service.

Resignation:

- Anderson, Dodi – School Age Care Program Aide at Lino Lakes Elementary Steps Ahead, effective September 23, 2015.
- Carpenter, Amy – Noon Duty Supervisor I at Forest View Elementary, effective August 24, 2015.
- Enfield, Diane – School Age Care Program Aide at the Central Learning Center Steps Ahead, effective October 1, 2015.
- ◆ Hegstrom, Keith – School Bus Driver, effective August 24, 2015.

- Hines, Suzanne – School Age Care Office Assistant III at the Central Learning Center, effective October 2, 2015.
- Johnson, Michelle – Special Education Paraprofessional II at the Central Learning Center ECSE, effective September 8, 2015.
- Kapfer, Doreen – Health Office Assistant IV at St. Peter’s Elementary, effective September 18, 2015.
- Kne, Kassey – Noon Duty Supervisor I at Scandia Elementary, effective October 5, 2015.
- Pagen, Cathy – Special Education Paraprofessional II at Century Jr. High, effective September 2, 2015.
- Pearson, Jayme – Special Education Paraprofessional II at Forest Lake Elementary, effective September 6, 2015.
- Slaughter, Kristin – School Age Care Program Aide at Wyoming Steps Ahead, effective September 25, 2015.
- Thomas, Rebecca – Noon Duty Supervisor I at Forest Lake Elementary, effective August 18, 2015.

End of Employment:

- Felten, Sarah – Noon Duty Supervisor I at Wyoming Elementary, effective September 8, 2015.

Recommendation of Employment:

- Bowman, Laura – Noon Duty Supervisor I at Columbus Elementary, 2.5 hours per day and 35 weeks per year, effective September 8, 2015. (Open position)
- Brandt, Susan – Noon Duty Supervisor I at Lino Lakes Elementary, 3 hours per day and 35 weeks per year, effective September 15, 2015. (Open position)
- Bruggeman, Ashley – Preschool Educator at the Central Learning Center ECFE, 23 hours per week and 30 weeks per year, effective September 8, 2015.
- Enfield, Diane – School Age Care Program Aide at Wyoming Elementary Steps Ahead, 5 hours per day and 40 weeks per year, effective September 9, 2015. (Open position)
- Ferraro, Tammy – Noon Duty Supervisor I at Wyoming Elementary, 2.5 hours per day and 35 weeks per year, effective September 14, 2015. (Open position)
- Gribbin, Sara – Noon Duty Supervisor I at Lino Lakes Elementary, 2 hours per day and 35 weeks per year, effective September 16, 2015. (Open position)
- Jankowski, Mark – Noon Duty Supervisor I at Forest View Elementary, 2 hours per day and 35 weeks per year, effective September 14, 2015. (Open position)
- Ketcham, Rebecca - Noon Duty Supervisor I at Forest View Elementary, 2 hours per day and 35 weeks per year, effective September 14, 2015. (Open position)
- Krengel, Laura – School Age Care Assistant Site Manager at Forest View Elementary, 6.5 hours per day and 52 weeks per year, effective September 10, 2015. (Open position)
- Larsen, Amy – Noon Duty Supervisor I at Lino Lakes Elementary, from 2 hours per day to 3 hours per day and 35 weeks per year, effective September 15, 2015. (Correction from previously approved hours)
- Marleau, Zachary – School Age Care Program Aide at Linwood Elementary, 2.75 hours per day, 2 days per week and 40 weeks per year, effective September 8, 2015 and School Age Care

- Program Aide at Wyoming Elementary, 2 hours per day and 40 weeks per year, effective September 14, 2015. (Open positions)
- Newton, Gloria – School Age Care Program Aide at Lino Lakes Steps Ahead, 5 hours per day and 40 weeks per year, effective September 14, 2015. (Open position)
- Pesek, Amy – Noon Duty Supervisor I at Wyoming Elementary, 2.5 hours per day and 35 weeks per year, effective September 8, 2015. (Open position)
- Peterson, Paula – Noon Duty Supervisor I at Wyoming Elementary, 2.5 hours per day and 35 weeks per year, effective September 15, 2015. (Open position)
- Rychley, Margret – Preschool Educator at the Central Learning Center ECFE, 2.5 hours per day, 2 days per week and 30 weeks per year, effective September 3, 2015.
- Shoultz, Lori – Noon Duty Supervisor I at Central Montessori Elementary, 2.5 hours per day and 35 weeks per year, effective September 15, 2015. (Open position)
- Spencer, Rachael – Noon Duty Supervisor I at Forest View Elementary, 2 hours per day and 35 weeks per year, effective September 17, 2015. (Open position)
- Stephenson, Tara – School Age Care Program Aide and Noon Duty Supervisor I at Wyoming Elementary, SAC-5.5 hours per day and 40 weeks per year, effective September 8, 2015, Noon Duty-2.5 hours per day and 35 weeks per year, effective September 8, 2015. (Open positions)

Authorization of Transfer:

- Adams, Stephanie – Deaf Interpreter, from Southwest Jr. High to Forest Lake Sr. High, 7 hours per day and 37 weeks per year effective September 8, 2015.
- ◆ Brandel, Jennifer – from Cook Helper/Short Hour at Century Jr. High, 3 hours per day to Cook Helper/Short Hour at Columbus Elementary, 3.5 hours per day and 175 days per year, effective September 21, 2015. (Open position)
- Lindberg, Angela – Special Education Health Care Specialist IV, from Wyoming Elementary to the Central Learning Center ECSE and district wide, 6 hours per day and 37 weeks per year, effective August 27, 2015.
- Locke, Sara – from ECFE Teacher Assistant II at the Central Learning Center to School Age Care Program Aide at the Central Learning Center Steps Ahead, 3.5 hours per day and 40 weeks per year, effective September 8, 2015. (Open position)
- Medina, Shelly – Special Education Paraprofessional III, from Forest Lake Sr. High to Wyoming Elementary, 6 hours per day and 37 weeks per year, effective September 8, 2015.
- ◆ Slavik, Suzanne – from Cook Helper/Short Hour at Forest Lake Sr. High, 3 hours per day to Cook Helper/Short Hour at Forest Lake Elementary, 3.5 hours per day and 175 days per year, effective September 21, 2015. (Open position)

Leave of Absence:

- Hill, Robin – Administrative Assistant V at Century Jr. High, leave of absence from October 2, 2015 through November 12, 2015.
- ◆ Lathrop, David – School Bus Driver, leave of absence from September 8, 2015 through October 12, 2015.
- Proehl, Barbara – School Age Care Program Aide at Linwood Elementary, leave of absence from September 8, 2015 through December 7, 2015.

- Rowley, Barbara – ECFE Teacher Assistant II at the Central Learning Center, leave of absence from September 14, 2015 through October 9, 2015.

Restructure of Postions:

- Noon Duty Supervisor I positions at Lino Lakes Elementary, from six positions for a total of 16 hours per day to five positions for a total of 15 hours per day, effective September 8, 2015.

Additional Position:

- School Age Care Program Aide at Lino Lakes Elementary, 2 hours per day and 40 weeks per year. This additional position to be paid for by Community Education.

Additional Hours:

- ECFE Office Assistant IV at the Central Learning Center, from 8 hours per day and 46 weeks per year to 8 hours per day and 52 weeks per year. The additional hours to be funded through Community Education.

7.4 Approved Licensed Personnel:

A. UNPAID LEAVE OF ABSENCE (LOA):

1. Anderson, Sarah: Unpaid LOA for approximate dates: 10/19/15-10/30/15
2. Nunnelee, Sarah: Unpaid LOA for approximate dates: 3/23/16-4/5/16

B. NON-CURRICULAR ASSIGNMENT(S):

1. Alm, Ross: Head Boys' Soccer 7/8 (CEN)
2. Bethke, Kristina: Head Girls' Volleyball 8 (SW)
3. Brett, Amanda: .5 Head Student Council (SR)
4. Burmeister, Taylor: .25 Asst Volleyball 7/8 (SW)
5. Butler, Angela: Head GSA (SR)
6. Colton, Coleen: .33 Head Int'l Club (SR)
7. Craig, Maria: Asst Volleyball 8 (CEN)
8. Dreese, James: Asst Debate (SR)
9. Fidler, Thad: Football 9 (SR)
10. Gemuenden, Adam: Asst Football 7 (CEN)
11. Granas, Kristine: Gen Music Elem-Orchestra (SC)
12. Gross, Kathleen (Katy): Math Masters (SC)
13. Gutterman, Michele: Asst Girls' Soccer (SR)
14. Haven, Elizabeth (Becky): .5 Nat'l Honor Society (SR)
15. Hill, Amy A: .25 Asst Volleyball 7/8 (SW)
16. Hiltz, Norma: Asst Drumline (SR)
17. Hipp, James: .10 Head & .10 Asst Weight Room (SR)
18. Holman, Daniel: .8 Football 9 (SR)
19. Holmquist, Renee: .5 Nat'l Honor Society (SR)
20. Johnson, Derick: Asst Football 7 (CEN)
21. Johnson, Randy: Head Football 7 (CEN)

22. Jurasin, Joseph: .8 Head Weight Room (SR)
 23. Kaslow-Briggs, Alexandra: Gen Music Elem-Band (COL)
 24. Kelly, Christopher: Asst Boys' Soccer 7/8 (CEN)
 25. Keto, Kevin: .10 Head & .10 Asst Weight Room (SR)
 26. Koch, Daniel: .5 Head & .5 Asst LINK (SR)
 27. Laqua, Maurya: Head Jr. High Band (CEN)
 28. Larson, Kelly: Gen Music Elem (SC)
 29. Madson, Robyn: Head Debate (SR)
 30. Marn, Jeffrey: Head Jr. High Strategy Club (CEN)
 31. Martin, Billee-jo: Yearbook (SC)
 32. McMenoman, Carly: Asst Debate (SR)
 33. Meier, Michael: Asst Football 7 (CEN)
 34. Moore, Bobby: Head Football 7 (CEN)
 35. Oachs, Adriane: .5 Head & .5 Asst LINK (SR)
 36. Pagel, Kyle: Gen Music Elem-Band (SC)
 37. Palmquist, Shalee: Head Jr. High Video Club & Head Jr. High Speech (CEN)
 38. Raabe, Brianna (Bree): Head Volleyball 8 (CEN)
 39. Sayler, Joshua: Head Drumline (SR)
 40. Schwartz, Keith: Jr. High Student Council Co-Advisor (CEN)
 41. Shortley, Ian: Asst Girls' Tennis (SR)
 42. Smoley, Andrea: Jr. High Student Council Co-Advisor (CEN)
 43. Stegmeir, Emily: Destination Imagination & Student Council (SC)
 44. Tazell, Ann: Head FFA (SR)
 45. Trnka, Kerry: Head Jr. High Yearbook (CEN)
 46. Webb, Kimberly: Student Council (COL)
 47. Wilson, Jeffrey: .46 Asst Weight Room (SR)
 48. Wing, Kelly: Head Foreign Exchange (SR)
 49. Zimanske, Craig: .5 Head Student Council (SR)
- C. AUTHORIZATION OF ADDITIONAL COACHING POSITION:
One (1) Asst Tennis Coach (SR) (Ian Shortley)
- D. EMPLOYMENT:
1. Brummund, Chloe: .5 FTE, effective 2015-16 school year
 2. Johnson, Michelle D: 1.0 FTE, effective 9/8/15
 3. Kolbow, Brent: Rehire @ .68 FTE, effective 2015-16 school year
 4. Wright, Rose: 1.0 FTE, effective 9/11/15
- E. AUTHORIZATION OF POSITION(S):
Less than 600-hour Title I @ Forest View for 2015-16 school year only

8. Donations: Member Odegaard moved, seconded by Member Theisen to adopt the resolution and accept with appreciation the following donations: Dictionaries to all 3rd graders at Scandia Elementary from Scandia Marine Lions, valued at \$758.00; cash and school supplies from First Resource Bank, Lino Lakes, to FLAS Family Support valued at \$355.00; school supplies from FLPD “Night to Unite Collection” to FLAS Family Support, valued at \$500.00; school supplies from Allina Health, Forest Lake, to FLAS Family Support valued at \$150.00; school supplies from Audrey Carr, Circle Pines, to FLAS Family Support valued at \$25.00; school supplies from Lynn and Wren Brandenburg, Scandia, to Scandia Elementary, valued at \$100.00; calendar/handbook from Wyoming PTA, to Wyoming Elementary, valued at \$250.00; \$4,400.00 from Forest Lake/Forest View PTA to Forest View Elementary Activity Fund for field trips; \$500.00 from Lifetouch, Eden Prairie, to Wyoming Elementary for handbook/planner, \$1,625.94 from Forest Lake/Forest View PTA to Forest View Elementary for technology; bookmarks, nametags, take out boxes and stamps from Covenant Lutheran Church, Wyoming, to Linwood Elementary, valued at \$1,289.00; \$50.00 from Harvey and Judith Caldwell, White Bear Lake, to Linwood Elementary; school supplies valued at \$40.00 from Mary Jaspers, Forest Lake, to FL ABE; Juno System w/Lesson Capture from Richard and Elizabeth Sandstrom, Scandia, to Scandia Elementary to provide kindergarten with new technology, valued at \$1,310.55; 2 Juno Systems w/Lesson Capture, from Scandia Elementary Enrichment Foundation (SEEF) to Scandia Elementary to provide technology to classrooms, valued at \$2,309.55; phy ed and music supplies from Scandia PTO, to Scandia Elementary specialists to use with all students, valued at \$875.52; Study Island Package – Grades 3 & 4, from Scandia PTO, to Scandia Elementary to provide additional math, reading, science and social studies resources, valued at \$804.40; 12 iPads with cases from Scandia Elementary Enrichment Foundation (SEEF) to Scandia Elementary, valued at \$4007.28. All members present voted aye and the motion carried.
9. OLD BUSINESS:
- 9.1 Approved Resolution Appointing Election Judges for the Special Election to be held on November 3, 2015. Member Kieger moved to Approve Resolution Appointing Election Judges for the Special Election to be held on November 3, 2015. The motion was 2nd by Member Corcoran, by roll call vote all members present voted aye and the motion carried.
10. NEW BUSINESS –
- 10.1 New Course Proposal: Writing Workshop (Grades 11-12) – This is a first reading and will be placed on the next agenda for Board action.
- 10.2 First Reading: Family and Medical Leave Policy 428. This will be placed on the next agenda for Board action
- 10.3 First Reading: Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414. This will be placed on the next agenda for Board action.
- 10.4 First Reading: Mandated Reporting of Child Neglect of Physical or Sexual Abuse Policy 522. This will be placed on the next agenda for Board action.

