

**INDEPENDENT SCHOOL DISTRICT NO. 831**  
**Forest Lake, Minnesota**  
**SCHOOL BOARD MEETING**  
**September 21, 2017**

A School Board Meeting of Independent School District No. 831, Forest Lake, Minnesota, was called to order by President Rob Rapheal at 8:00 pm on Thursday, September 21, 2017 at the School District Offices. 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 Steve Massey, ex officio.

President Rapheal proposed a change to the agenda to add a report from Member Theisen on the Early Bird Session she attended at the MSBA Summer Seminar. Member Peterson moved, 2<sup>nd</sup> by Member Corcoran to approve the agenda with the change. All members voted aye. The motion carried.

Member Theisen reported on the “Culturally Responsive Board Leadership” presentation she attended at the MSBA Summer Seminar. Member Corcoran also gave a brief report on a presentation she attended at the MSBA Summer Seminar.

**3.0 CONSENT AGENDA ITEMS:**

Member Corcoran moved approval of agenda items 3.1 – 3.3. The motion was 2<sup>nd</sup> by Member Olson. All members present voted aye and the motion carried.

3.1 Approved Bills as of September 21, 2017

3.2 Approved Classified Personnel:

**Leave of Absence:**

- Buys, Kathy – Administrative Assistant at Columbus Elementary from October 11 through 18, 2017
- ◆ Greene, Debra – Cook Manager at St. Peter’s, from September 15 through November 23, 2017.
- ◆ Thell, Laura – Long Hour Cook Helper at Southwest Junior High from September 12 through 25, 2017

**New Position(s):**

- Two additional 6-hour Special Education Paraprofessional positions to support students with disabilities due to the increase of students with IEP’s that have

moved into our district with significant needs.

- Additional 4-hour School Age Childcare Program Aide position at Forest View Elementary.
- Classified Payroll Coordinator position, 40 hours per week and 52 weeks per year to replace the Payroll Office Assistant IV position.

**Recommendation of Employment:**

- Adams, Becky – Custodian at Senior High, 40 hours per week & 52 weeks per year, effective September 18, 2017.
- Guidwe, Dionna – School Age Childcare Assistant Site Manager at Forest View Elementary, 32.5 hours per week and 52 weeks per year, effective September 1, 2017.
- ◆ Kleidon, Tricia – Long Hour Cook Helper at Lino Lakes Elementary, 20 hours per week and 35 weeks per year.
- Olson, Jennifer – Noon Duty Supervisor at Columbus Elementary, 12.5 hours per week and 35 weeks per year, effective September 1, 2017.
- Pascuzzi-Rivard, Gina – School Age Childcare Program Aide at Columbus Elementary, 10 hours per week and 40 weeks per year, effective September 5, 2017.
- Winter, Debra – School Age Childcare Program Aide at Scandia Elementary, 10 hours per week and 40 weeks per year, effective September 5, 2017.
- Winter, Debra – School Age Childcare Program Aide at Wyoming Elementary, 10 hours per week and 40 weeks per year, effective September 5, 2017.

**Resignation:**

- Huus, Michelle – School Age Childcare Asst Site Manager LTS at Forest Lake Elementary, effective September 15, 2017.
- Nyhus, Gina – SAC Steps Ahead Program Aide at Lino Lakes Elementary, effective August 11, 2017.
- Richardson, Makayla – Early Childhood Family Education Teacher Assistant at the Central Learning Center, effective September 5, 2017
- Thorman, Cynthia – School Age Childcare Program Aide at Scandia Elementary, effective September 29, 2017.

3.3 Approved Licensed Personnel:

- A. NON-CURRICULAR ASSIGNMENT(S):
  1. Bahr, Kerrie: Gen Music Elem (COL)

2. Bailey, Katlyn: Asst Volleyball (SR)
3. Conley, Brian: Asst Boys' Soccer (SR)
4. D'Aloia, Jeanne: Head Sign Language Club (SR)
5. Harden, Holly: Head Open Minds (SR)
6. Holman, Daniel: Football 9 (SR)
7. Holmes, Trent: Asst Boys' Soccer (SR)
8. Holmquist, Renee: .5 Head NHS (SR)
9. Klawitter, Dawn: Asst Fall Adaptive Athletics (SR)
10. Madson, Robyn: Head Debate (SR)
11. Matheson, Jacob: Gen Music Elem (COL)
12. Oachs, Adriane: .5 Head/Asst LINK (SR)
13. Peterson-Smoczyk, Cheryl: Head Fall Dance Team (SR)
14. Raaen, Philip: Asst Girls' Tennis (SR)
15. Rupp, Lynda: .5 Head NHS (SR)
16. Shortly, Ian: 2nd Asst Girls' Tennis (SR)
17. Shortly, Violet: Head Girls' Tennis (SR)
18. Smith, Mark: Asst Boys' Cross Country (SR)
19. Stein, Ruthie: Asst Debate (SR)
20. Tinklenberg, Joel Lynn: Head Fall Adapt Athletics (SR)
21. Tomas, Joseph: Head Boys' Soccer (SR)
22. Vanneste, Kimberly: .5 Head/Asst LINK & Equity Club (SR)
23. Vojtech, Devon: Head Environmental Club (SR)
24. Webb, Kimberly: Student Council (COL)

B. EMPLOYMENT:

1. Gaffney, Julie: 1.0 FTE effective 17-18 school year
2. Hipp, James: 1.0 FTE effective 17-18 school year
3. Hoekstra, Adam: 1.0 FTE effective 17-18 school year
4. Lutz, Andrew: 1.0 FTE effective 17-18 school year
5. Miller, Paulette: position funded with compensatory dollars at approximately 29 days for 17-18 school year only & approve Agreement to Resume Teaching Services & Agreement to Extend Probationary Period
6. Richardson, Makayla: ECFE Parent Educator, effective 9/6/17, for 19.58 hpw & 29 wpy for 567.82 hpy

- C. RETRACT RESIGNATION UNTIL FURTHER NOTICE:  
Rotramel, Kara (ABE): from resigning on approximately 9/6/17 to working until further notice
- D. CHANGE IN HOURS:
1. Kimber, Susanne (ABE): from 16.5 hours/week during the school year & 10.5 hours/week during the summer to 15.5 hours/week for 32 weeks and 3.5 hours/week for 14 weeks, effective 7/1/17
  2. Kinsman, Amy (ABE): from 26 hours/week during the school year & 17 hours/week during the summer to 22 hours/week for 32 weeks with summer hours to be determined, effective 7/1/17
  3. Rotramel, Kara (ABE): from 32 hours per week & 47 weeks per year to 20 hours per week & 47 weeks per year effective 7/1/17
- E. AUTHORIZATION OF ADDITIONAL POSITION(S):
1. Teacher funded with compensatory dollars @ Columbus Elementary for approximately 29 days during the 17-18 school year only (Paulette Miller)
  2. .5 FTE EL Teacher for the remainder of the 2017-18 school year only to support increased EL needs in the district
  3. 1.0 FTE Title I Literacy Specialist for 2017-18 school year only

#### 4.0 OLD BUSINESS:

Member Morehead moved to Set the Preliminary Property Tax Levy Amount for 2018 to the Maximum. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye. The motion carried.

Member Theisen moved to Approve Resolution Appointing Election Judges for the Election To Be Held on November 7, 2017. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye. The motion carried.

Member Odegaard moved to Approve Agreement with Balance Point Strategy, SBC to conduct an Annual Review of the District's Health Plan. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye. The motion carried.

Member Morehead made a motion to Approve Resolution Approving NEMISD 916's Long

Term Facilities Maintenance Budget. The motion was 2<sup>nd</sup> by Member Peterson, by roll call vote all members present voted aye. The motion carried.

President Rapheal handed out a preliminary list of Referendum Spending Priorities. Discussion followed. The preliminary list of Referendum Spending Priorities is:

- Reduce class sizes averages with an emphasis on early elementary grades
- Restore and enhance classroom instructional resources that were reduced or eliminated through previous budget reductions
- Make efforts to attract and retain the best teachers and staff
- Enhance support for struggling students
- Expand gifted and accelerated learning opportunities for students
- Retain and enhance education opportunities for students including music programs, career and technical programs, elective course opportunities, and college level courses for high school students
- Establish financial stability in an effort to avoid future budget reductions

Member Peterson made a motion to approve the Referendum Spending Priorities as written. The motion was 2<sup>nd</sup> by Member Theisen, by roll call vote all members voted aye. The motion carried.

5.0 OLD BUSINESS: No new business was reported.

As there was no further business, Member Peterson moved to adjourn. The motion was 2<sup>nd</sup> by Member Olson. All members present voted aye and the meeting adjourned at 8:32pm.

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Rob Rapheal

President

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Jill Olson

Clerk