

INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, Minnesota

REGULAR SCHOOL BOARD MEETING  
October 6, 2011

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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 on Thursday, October 6, 2011 at 7:00 p.m. at the Forest Lake School District Office. At roll call the following members were present: Bill Bresin, Kathy Bystrom, Dan Kieger, Karen Morehead, Rob Rapheal, Erin Turner, and Superintendent Dr. Linda Madsen, ex officio. Member Joe Grafft was absent.

The agenda was reviewed and President Rapheal announced that there will not be a closed session following this meeting for an expulsion.

4. VISITORS:

Listening Session: Members Bill Bresin and Karen Morehead conducted the Listening Session and reported that one person came to talk about the schools and funding.

5. STUDENT ACHIEVEMENT:

ALC and Central Montessori School – Principal Kelly Lessman and Dean Scott Manni reported on the 2011 summer school, and current happenings, programs and projects at the Area Learning Center and Central Montessori School.

Project SEARCH – Kelly Lessman reported on the STEP program, currently serving 39 students, and showed a nationally-viewed video about the district's involvement in Project SEARCH - an internship work program for special ed students.

Agriculture Program Curriculum Review – Ag teachers Mike Miron, Veronica Ward and Ann Tauzell presented a review of the district's FFA and Agriculture program and curriculum.

MCA Tests – Dr. Lloyd Komatsu presented the results of the MCA reading and math tests, and explained AYP results and criteria of the No Child Left Behind act.

Positive Happenings:

Karen Morehead reported that she attended the Lino Lakes PTO meeting, and today's STEM celebration.

Dan Kieger reported that he also attended Lino Lakes Elementary's STEM celebration today, and the Agriculture meeting last night.

Rob Rapheal attended a recent levy meeting with very enthusiastic parents and community members.

Bill Bresin attended the Linwood Elementary and Century Junior High PTO meetings, and a recent Diversity Committee.

Kathy Bystrom reported that she attended a SEE meeting, a Curriculum & Instruction meeting, a school health meeting, the STEM celebration at Lino Lakes Elementary School, and announced that our speech and debate programs won “100 Club” recognition.

Erin Turner reported that plans for the June 2, 2012 Lakefest are well underway and attended last Friday’s Youth Service Bureau Black Tie and Blue Jeans fundraiser.

## 6. REPORTS:

Buildings & Grounds Committee – Bill Bresin reported that the September Buildings & Grounds committee received an update on all the summer projects including seclusion rooms, parking lot striping, roofing, and the Forest View watershed.

Communications Committee – Kathy Bystrom reported that the Communications Committee reviewed levy referendum materials. She complimented the Hall of Fame booklet that compiled pictures and bios of all the 2011 Hall of Fame inductees.

Finance Committee – Dan Kieger reported that the Finance Committee welcomed some new committee members, and reviewed levy information and discussed school funding.

Policy Committee – Bill Bresin reported that the Policy Committee reviewed the two policies on this agenda and had their first review of the updated district health policy.

Staff Welfare Committee – Erin Turner reported that at the September meeting, the committee discussed offering music lessons through Community Ed, reviewed the Superintendent’s 2011-12 goals, and the beginning of the new school year.

City of Forest Lake – Karen Morehead reported that she has met new city administrator Aaron Parrish, the city is involved in the Yellow Ribbon campaign, and senior high students are building the new Fenway athletic park concession stand.

Superintendent’s report – Dr. Linda Madsen announced that there will be presentations on the STEM program at the November Board Meeting, SAC Assistant Coordinator Nancy Siefert has been named one of nine “Super Scientists” by local news station FOX Ch. 9. Dr. Madsen also attended the Youth Service Bureau fund raiser last Friday, and met new University of Minnesota President Kaler and the Miron farm. The Homecoming game is Friday, October 7 against Cretin, the Chamber of Commerce is sponsoring a School Board Candidate forum on October 11, and November 8 is Election Day.

## 7. CONSENT AGENDA ITEMS:

Member Bresin moved to approve the following consent agenda items 7.1–7.5. The motion was seconded by Member Kieger, all members voted aye and the motion carried.

7.1 Approved the Minutes of September 1 & 15, 2011.

7.2 Approved the Revised Minutes for June 2, 2011.

7.3 Approved the Bills as of October 6, 2011 (attached).

7.4 Approved Classified Personnel changes (attached).

7.5 Approved Licensed Personnel changes (attached).

8. Donations – Member Bresin moved to approve the list of Donations (attached to the minutes). The motion was seconded by Member Kieger, all members present voted aye and the motion carried.

9. OLD BUSINESS:

9.1 ParaProfessionals’ contract – Member Bresin moved to ratify the 2010-2012 ParaProfessionals’ Employment Agreement. The motion was seconded by Member Morehead and by roll call vote members Bresin, Bystrom, Morehead, Rapheal and Turner voted aye, Member Kieger abstained, and Member Grafft was absent. The agreement was ratified.

9.2 Taxes – Member Bresin moved to certify the maximum tax levy payable 2012. The motion was seconded by Member Bystrom, by roll call vote all members present voted aye and the motion carried. (The Truth-in-Taxation Hearing will be December 1.)

10. NEW BUSINESS:

10.1 Vulnerable Adults policy – First reading of Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414. This policy will be placed on the next agenda for Board action.

10.2 Child Abuse and Neglect policy – First reading of Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522. This policy will be placed on the next agenda for Board action.

10.3 Chinese Language – First reading of request to offer a new language course: Chinese – Level 1 beginning 2012-13 school year. This item will be placed on the next agenda for Board action.

10.4 Science Course – First reading of request to offer a new science course: Accelerated Science 8 beginning second semester of the 2012-13 school year. This item will be placed on the next agenda for Board action.

10.5 Delete Math course – First reading of request to delete math course Integrated II beginning 2012-13 school year. This item will be placed on the next agenda for Board action.

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

As there was no further business, Member Bresin moved, seconded by Member Morehead, to adjourn. All members voted aye and the meeting was adjourned at 9:03 p.m.

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Rob Rapheal

President

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Karen Morehead

Clerk



**FOREST LAKE AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, MN 55025-9796  
CLASSIFIED PERSONNEL**

BOARD MEETING: October 6, 2011

**Retirement:**

- Welch, Linda – Special Education Paraprofessional Tutor IV at STEP, effective August 22, 2011 after 27 years of service.

**Resignation:**

- ◆ Clover, Aimee – Cook Helper/Short Hour at Lakes International Language Academy, effective September 23, 2011.
- ◆ Nord, Steven – School Bus Driver, effective September 2, 2011.
- Theisen, Gail – Special Education Paraprofessional II at ECSE, effective August 22, 2011.
- Windisch, Krista – Noon Duty Supervisor I at Forest View Elementary, effective September 23, 2011.

**Termination of Employment:**

- Enriquez, Fatima – School Age Care Program Aide at Wyoming Elementary, effective August 31, 2011.

**Recommendation of Employment:**

- Asch, Elizabeth – Special Education Health Care Specialist IV at Forest Lake Sr. High, 7 hours per day and 37 weeks per year, effective September 1, 2011. (Open position)
- ◆ Bentz, Daniel – School Bus Driver, 5.5 hours per day and 37 weeks per year, effective September 6, 2011.
- Davis, Susan – School Age Care Program Aide at Linwood Elementary, 12.25 hours per week and 40 weeks per year, effective September 22, 2011.
- Dufresne, Shannon – Early Childhood Family Outreach Specialist at the Central Learning Center, 30 hours per week and 37 weeks per year, effective September 12, 2011. (Open position)
- Elsenpeter, Jennifer - School Age Care Program Aide at Scandia Elementary, 2 hours per day and 40 weeks per year, effective September 19, 2011.
- Graetz, Marcia – Noon Duty Supervisor I at Forest Lake Elementary, 1 hour per day and 35 weeks per year, effective September 14, 2011. (Open position)

(Over)

**Recommendation of Employment (continued):**

- Halpaus, Jennifer – Noon Duty Supervisor I at Forest Lake Elementary, 2 hours per day and 35 weeks per year, effective September 19, 2011. (Open position)
- Jarosz, Stacey – Noon Duty Supervisor I at Forest View Elementary, 2 hours per day and 35 weeks per year, effective September 19, 2011. (Open position)
- Johnson, Lynda – Special Education Paraprofessional II at Forest Lake Sr. High, 6 hours per day and 37 weeks per year, effective September 9, 2011. (Open position)
- Leatherman, Jackie - School Age Care Program Aide at Wyoming Elementary, 2 hours per day and 40 weeks per year, effective September 26, 2011.
- Lehrke, Heidi – Health Office Assistant IV at Southwest Jr. High, 6 hours per day and 39 weeks per year, effective September 19, 2011. (Open position)
- ◆ Monahan, Lorah – Substitute School Bus Driver, effective September 6, 2011.
- Percy, Rebecca – Special Education Paraprofessional II at Forest Lake Elementary, 6 hours per day and 37 weeks per year, effective September 6, 2011. (Open position)
- Postudensek, Angela – Noon Duty Supervisor I at Forest View Elementary, 2 hours per day and 35 weeks per year, effective September 6, 2011. (Open position)
- Schleicher, Lori – Special Education Paraprofessional III at STEP, 7 hours per day and 37 weeks per year, effective September 6, 2011. (Open position)
- Sibbald, Theresa – ECFE Teacher Assistant II at the Early Childhood Family Center, 18.25 hours per week and 35 weeks per year, effective September 12, 2011. (Pending approval of additional position)
- ◆ Tate, Timothy – Substitute School Bus Driver, effective September 16, 2011.
- Thompson, Janice – Noon Duty Supervisor I at Linwood Elementary, 1 hour per day and 35 weeks per year, effective September 14, 2011. (Open position)
- ◆ Westmoreland, Stephen – School Bus Driver, 6 hours per day and 37 weeks per year, effective September 6, 2011.
- Zeleny, Joseph – Health Office Assistant IV at Lino Lakes Elementary, 6 hours per day and 37 weeks per year, effective September 1, 2011. (Open position)

**Authorization of Transfer:**

- Ahyai, Carmen – School Age Care Program Aide at Forest Lake Elementary, from 2 hours per day to 2.75 hours per day and 40 weeks per year, effective September 6, 2011.

**Authorization of Transfer (continued):**

- Anderson, Antoninette – School Age Care Program Aide at Forest View Elementary, from 4.25 hours per day to 4.5 hours per day and 40 weeks per year, effective September 6, 2011.
- Anderson, Patricia - School Age Care Program Aide at Scandia Elementary, from 21 hours per week to 22 hours per week and 40 weeks per year, effective September 6, 2011.
- Colling, Darcene - School Age Care Program Aide at Steps Ahead Central Learning Center from 30 hours per week to 6.5 hours per day and 40 weeks per year, effective September 6, 2011.
- ◆ Gombold, Mary – Cook Helper/Short Hour at Lakes International Language Academy, from 2 hours per day to 3.5 hours per day and 175 days per year, effective October 3, 2011. (Open position)
- Halpaus, Jennifer - School Age Care Program Aide at Forest View Elementary, from 2 hours per day to 4 hours per day and 40 weeks per year, effective September 6, 2011.
- Jensen, Dianne - School Age Care Program Aide at Wyoming Elementary, from 20.75 hours per week to 4.25 hours per day and 40 weeks per year, effective September 6, 2011.
- Kalhagen, Tamela - School Age Care Program Aide at Lino Lakes Elementary, from 2.25 hours per day, 4 days per week to 2.25 hours per day, 5 days per week and 40 weeks per year, effective September 6, 2011.
- Kyle, Susan - School Age Care Program Aide at Scandia Elementary, from 19 hours per week to 19.25 hours per week and 40 weeks per year, effective September 6, 2011.
- Lucas, Amanda - School Age Care Program Aide at Scandia Elementary, from 2.25 hours per day to 2 hours per day and 40 weeks per year, effective September 6, 2011.
- McCarthy, Marcella - School Age Care Program Aide at Steps Ahead Central Learning Center, from 4 hours per day to 5 hours per day and 40 weeks per year, effective September 6, 2011.
- Merrell, Judith - School Age Care Program Aide at Forest View Elementary, from 4 hours per day to 4.5 hours per day and 40 weeks per year, effective September 6, 2011.
- Mobeck, Deanna - School Age Care Program Aide at Wyoming Elementary, from 2 hours per day to 4 hours per day and 40 weeks per year, effective September 6, 2011.
- Petroski, Allyse - School Age Care Program Aide, from Columbus/Forest View Elementary to Columbus Elementary, 4 hours per day and 40 weeks per year, effective September 6, 2011.

(Over)

**Authorization of Transfer (continued):**

- Van Keulen, Kimberly – from lay-off status to Office Assistant IV at the District Office, 4 hours per day and 39 weeks per year, effective September 6, 2011. (Pending approval of additional position)
- Windisch, Krista - School Age Care Program Aide at Steps Ahead Central Learning Center, from 22.25 hours per week to 6 hours per day and 40 weeks per year, effective September 6, 2011.

**Leave of Absence:**

- Brandt, Susan – Noon Duty Supervisor I at Columbus Elementary, unpaid leave of absence from September 26, 2011 through October 3, 2011.
- ◆ Hazel, Kristin – School Bus Driver, leave of absence from August 23, 2011 through October 7, 2011.
- Knutson, Evangeline – Special Education Paraprofessional II at Century Jr. High, unpaid leave of absence from September 29, 2011 through October 7, 2011.
- ◆ Olson, Judy - Cook Helper/Long Hour at the Central Learning Center, leave of absence from September 6, 2011 through November 4, 2011.
- Strege, Carol – Title I Paraprofessional/Noon Duty Supervisor II at Forest Lake Elementary, leave of absence from September 19, 2011 through September 30, 2011.

**Decrease Hours:**

- Conley, Timothy – Athletic Coordinator at the Central Learning Center, from 35 hours per week for 35 weeks and 20 hours per week for 12 weeks per year to 35 hours per week for 23 weeks, 30 hours per week for 12 weeks, and 20 hours per week for 12 weeks per year, effective November 1, 2011.

**Additional Positions:**

- ECFE Teacher Assistant II at the Early Childhood Family Center, 18.25 hours per day and 35 weeks per year, effective September 12, 2011. This additional position to be paid through the Community Education fund.
- Mentor Coordinator position, district wide, 10-20 hours per week for the 2011-2012 school year only, effective August 23, 2011. This position to be paid through the Title II fund.
- Office Assistant IV at the District Office, 4 hours per day and 39 weeks per year, effective September 6, 2011. This additional position to be paid for through EMID, Title I, and Community Education funds.

**Additional Positions (continued):**

- School Age Care Program Aide at Steps Ahead Central Learning Center, 19 hours per week and 40 weeks per year, effective October 7, 2011. This additional position is due to increased enrollment in the Steps Ahead program and will be paid for through the Community Education fund.
- Title I Paraprofessional II at Scandia Elementary, 2 hours per day and approximately 29 weeks per year, effective October 10, 2011.

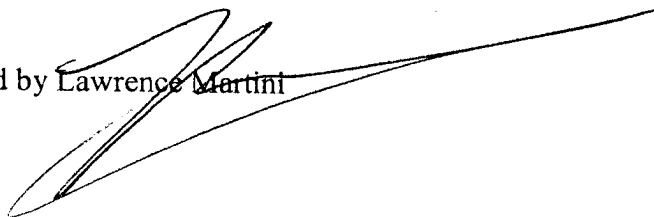
**Additional Hours:**

- ◆ Cook Helper/Short Hour at Lakes International Language Academy, from 3 hours per day to 3.5 hours per day and 175 days per year, effective September 26, 2011. These additional hours are due to increase in meal participation.
- ◆ Cook Helper/Short Hour at Lakes International Language Academy, from 2 hours per day to 2.5 hours per day and 175 days per year, effective October 7, 2011. These additional hours are due to increase in meal participation.

- Recommended by Donna Friedmann



- ◆ Recommended by Lawrence Martini



D.M.F./L.A.M.  
09/30/11





INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, MN

October 6, 2011

Agenda Item 7.5

TO: School Board  
FROM: Donna Friedmann  
RE: LICENSED PERSONNEL

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I recommend approval of the following licensed personnel:

- A. UNPAID LEAVE OF ABSENCE: Kelli Frericks – Child care LOA on or about February 20 to April 5, 2012.
- B. NON-CURRICULAR ASSIGNMENTS:
1. Danna Bergantin – Assistant Debate Coach (FLHS).
  2. Lee Anne Brockman - .25 Head Student Council Advisor (FLHS).
  3. Brian Conley – 7/8 grade girls' Assistant Soccer Coach (CJH).
  4. Ben Dahmes – 9<sup>th</sup> grade Head Football Coach (FLHS).
  5. Rich Elliot – International Club Advisor (FLHS).
  6. Ryan Finke – Junior High SADD co-Advisor and Junior High Student Council co-Advisor (CJH).
  7. Ronnie Gamble – Assistant Football Coach (FLHS).
  8. Tal Gravelle – Head Baseball Coach (FLHS).
  9. Jaysin Hodges - 7<sup>th</sup> grade Head Football Coach (CJH).
  10. Ben Haensel – Pops Orchestra Advisor (SW & CJH).
  11. Charise Kendrick - 7/8 grade girls' Assistant Tennis Coach (FLHS).
  12. Janelle Kendrick – Girls' 2<sup>nd</sup> Assistant Tennis Coach (FLHS).
  13. Hanz Lehrke - .5 girls' Head Soccer Coach (FLHS).
  14. Heidi Lehrke - .5 girls' Head Soccer Coach (FLHS).
  15. Katie Lindgren – Assistant Varsity Volleyball Coach (FLHS) (Volunteer).
  16. Heather Nameny – 7<sup>th</sup> grade girls' Assistant Volleyball Coach (CJH).
  17. Joe Mueller - .75 Head Student Council Advisor (FLHS).
  18. Billy Pierce – 9<sup>th</sup> grade Head Football Coach (FLHS).
  19. Justin Scheider – Assistant Football Coach (FLHS).
  20. Shannon Schutte – Junior High SADD co-Advisor (CJH) and Junior High Student Council co-Advisor (CJH).
  21. Violet Shortly – Girls' Head Tennis Coach (FLHS).
  22. Scott Swendiman – Assistant Football Coach (FLHS).
  23. Ann Tazzell – FFA Advisor (FLHS).
  24. Ron Tungseth – Boys' Assistant Soccer Coach (FLHS).
  25. Nick Ward – Assistant Football Coach (FLHS).
  26. Nate White – Assistant Football Coach (FLHS).
  27. Sarah Wilke – 7/8 grade Assistant Volleyball Coach (SW).
  28. Jeff Wilson – Assistant Football Coach (FLHS).
  29. Lori Worrall – Web co-Advisor (CJH).

(Over)

Licensed Personnel  
October 6, 2011  
.../2/

- C. CHANGE IN CONTRACT STATUS: Jeff Wilson – Remove football coaching assignment from teaching contract.
- D. RESIGN/RETIRE:
1. Joseph J. Bauer – Retire at the end of the work day December 6, 2011.
  2. Jason Gonnion – Release from contract end of day September 16, 2011.
- E. ADDITIONAL ASSIGNMENT: Carol Kuschke – 6<sup>th</sup> hour assignment for 2011-12 school year.
- F. EMPLOYMENT AS TITLE I TEACHER 2011-12 ONLY:
1. Leslie Bergerson – .42 Title I teacher (not to exceed 79 full days).
  2. Christine Brewster - .42 Title I teacher (not to exceed 79 full days).
  3. Constance DuRei - .42 Title I teacher (not to exceed 79 full days).
  4. Gina Eng - .3922 FTE Title I teacher (not to exceed 73 full days)
  5. Linda Foster - .42 Title I teacher (not to exceed 79 full days).
  6. Jill O. Genaw - .42 Title I teacher (not to exceed 79 full days).
  7. Joan Harms - .42 Title I teacher (not to exceed 79 full days).
  8. Laurel Madden - .26 FTE Title I teacher effective on or about 10/5/11.
  9. Stephanie Olson - .42 FTE Title I teacher (not to exceed 79 full days).
- G. EMPLOYMENT (for 2011-12 school year):
1. Kimberly Blum – Full-time regular contract.
  2. Michael Bonach – Full-time regular contract.
  3. Matthew Clay – Full-time regular contract including 6<sup>th</sup> hr. assignment.
  4. Christy Fletcher - .4 FTE teacher effective 9/26/11, paid on voucher basis.
  5. Rachel Guphill - .4 FTE teacher, effective 9/26/11, paid on voucher basis.
  6. Angela Renee Larson – Full-time regular contract.
  7. Elizabeth Martin-Baxter – Full-time regular contract.
  8. Rachel Meyer – Full-time regular contract effective 9/26/11.
  9. Nicole Seviola – Full-time regular contract.
  10. Deanna Thompson – Full-time regular contract.
  11. Alyssa Wyatt – Full-time regular contract.
  12. Katherine Vasil – Full-time regular contract including 15 extended days and Dean stipend, effective 9/26/11.
  13. Amanda Vinzant - .4 FTE teacher, effective 10/3/11, paid on voucher basis.

9/30/11



## Memorandum

### Agenda Item 8

DATE: October 6, 2011  
TO: School Board  
FROM: Linda M. Madsen, Ph.D.  
Superintendent  
SUBJECT: GIFTS TO THE DISTRICT

Minnesota Statute 123B.02, subdivision 6 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as a trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

**BE IT RESOLVED** by the School Board of Independent School District 831 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors:

**Donation   Donor**

\$ 738.87	Scandia Marine Lions Club	Dictionaries for 3 <sup>rd</sup> grade "Word-a-Day" program at Scandia Elementary.
10,824.00	Wyoming Elem. PTA	For Wyoming Elem. classroom grants, 6 <sup>th</sup> grade Recognition, end-of-year all-school celebration, teacher appreciation, SmartBoard for music room, and family appreciation evening.
150.00	Fairview Lakes Health Serv. Wyoming, MN	School supplies for students in need at Scandia Elem.
2,691.66	Target Take Charge of Education, Mpls., MN	- Supporting education at Scandia Elem.
3,072.36		- Wyoming Elem. educational materials
6,174.44		- Forest Lake Senior High educational needs
134.44		- Central Montessori general usage
871.99		- Forest Lake ALC general usage
50.00	Forest Lake Christian Church Forest Lake, MN	School supplies for students in need at Scandia Elem.
2,057.40	Scandia Elem. PTO	- Study Island at Scandia Elem.
9,980.00		- 20 – iPad2's to integrate technology and instructional curriculum
1,284.00		- For Scandia Elem. calendar handbook

(Over)

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Donations  
October 6, 2011  
.../2/

\$ 120.00	Century Junior High parents	Supporting Century Junior High field trip fund: H. Harden - \$25 M. Felland - \$50 K. Riermann - \$20 S. Schlauderaff - \$25
345.00	Century Junior High parents	Supporting Century Junior High Band activity: Werdin - \$25 Miller - \$40 Koenig - \$5 Rurmann - \$10 Collins - \$30 Full - \$25 Brown - \$30 Welsh - \$30 Longsdorf - \$40 Dreher - \$50 Boerum - \$60
160.00	Century Junior High parents	Supporting Century Junior High Choir activities: Welsh - \$30 Felland - \$50 Hunt - \$20 Leininger - \$30 Karan - \$30
300.00	The Education Foundation of the Forest Lake Area (TEFFLA)	Purchase Ipad for Columbus Elem. Special Education
2,220.00	Garry & Margo Geving Forest Lake, MN	2000 Ford Focus automobile to the FLHS Auto Tech program.
100.00	Marilyn McReynolds White Bear Lake, MN	Alpha Smart 3000 for Columbus Elem. Special Education
100.00	Dr. Vahit Anafarta Forest Lake, MN	For Family Support Fund supporting needy students.
250.00	Doug Cameron Forest Lake, MN	For Central Montessori School via the Wells Fargo Matching Gift Program
12.61	Wells Fargo Just Give San Francisco, CA	For Forest Lake ALC
120.00	Robert & Judi Ann Barrett Shafer, MN	For educational materials for Wyoming Elem. special education class

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