The organizational meeting of the School Board of Independent School District No. 831, Forest Lake, Minnesota, was called to order by Superintendent Lynn Steenblock at 7:00 p.m. on Thursday, January 3, 2008, at the School District Offices. Following the Pledge of Allegiance, Superintendent Steenblock administered the Oath of Office to Bill Bresin, Joe Grafft, Dan Kieger, and Rob Rapheal. At roll call the following members were present: Bill Bresin, Julie Corcoran, Dan Kieger, David Gay, Joe Grafft, Eric Langness, Robert Rapheal, and Superintendent Lynn Steenblock, ex officio.

4. **ELECTION OF SCHOOL BOARD OFFICERS FOR 2008:**

   **President** – Superintendent Steenblock opened the floor to nominations for School Board President. Member Grafft moved to nominate Bill Bresin as School Board President for 2008. As there were no further nominations, Member Grafft moved, seconded by Member Kieger, to re-elect Bill Bresin as Board President for 2008. All members voted aye and the motion carried.

   The remainder of the meeting was conducted by President Bresin.

   **Vice-President** – Member Kieger nominated Joe Grafft to the position of School Board Vice-President. As there were no further nominations, Member Rapheal moved, seconded by Member Corcoran, to cast a unanimous ballot to re-elect Joe Grafft as Board Vice-President for 2008. All members voted aye and the motion carried.

   **Clerk** – Member Grafft nominated Rob Rapheal to the position of School Board Clerk. As there were no further nominations, Member Grafft moved, seconded by Member Kieger, to cast a unanimous ballot to re-elect Rob Rapheal as Board Clerk for 2008. All members voted aye and the motion carried.

   **Treasurer** – Member Grafft nominated Julie Corcoran to the position of School Board Treasurer. As there were no further nominations, Member Grafft moved, seconded by Member Kieger, to cast a unanimous ballot to re-elect Julie Corcoran as Treasurer for 2008. All members voted aye and the motion carried.

5. **AGENDA REVIEW:** The meeting agenda was reviewed and an item on “Contracted Employee Background Checks” was added to Old Business as item 12.6.

6. **VISITORS:**

   Representative Bob Dettmer presented School Board Member Joe Grafft with a Minnesota House of Representatives Resolution honoring him for his many volunteer activities in the community.
Listening Session – Julie Corcoran and Dan Kieger reported that five people attended the Listening Session to discuss vending machines, background checks and the senior high schedule.

Forest Lake City Councilman Greg Ochs updated the School Board on developments in the Fenway Park (airport) area including the new ice arena, the Washington County Government Center and Library, an assisted care facility to be built this spring, as well as a new Patriot Bank.

7. STUDENT ACHIEVEMENT:

Century Junior High – Principal Dr. Benjamin Lewis and three students gave an overview of happenings at Century Junior High and student leadership opportunities.

8. REPORTS:

City of Forest Lake – Julie Corcoran noted the positive happenings reported by Greg Ochs earlier in the meeting.

Buildings & Grounds – David Gay reported that the committee discussed roofing needs at Forest Lake Elementary, upgrades to the Century Junior High Band room, records storage and dismantling the Sharewood Forest Playground.

Communications – Eric Langness reported that the Communications Committee reviewed the new web sites for Columbus and Southwest, 2008-09 Kindergarten materials, and a parent notification system.

Finance – Dan Kieger reported that the Finance Committee received budget updates, benchmarking communications, and vending machine bid process.

Policy – Rob Rapheal reported that the Policy Committee discussed the many policies on this meeting agenda.

Staff Welfare – Bill Bresin reported that the committee discussed Q Comp, the February 15 classified staff development, the student Robotics competition, a pay equity audit, and student advisor to the School Board.

Superintendent’s Report: 1) The MSBA Leadership Conference is January 17-18. 2) Our TIES’ Exceptional Teachers this year are Gerry Seaburg and Brian Rigwald. 4) We have a tentative contract agreement with FLEA. 5) A Q Comp update will be presented to staff within the next few weeks. 6) A School Board work session will be needed to discuss several items including budget reductions and the Maroon & Gold Ice Arena.

9. CONSENT AGENDA ITEMS: Member Grafft moved to approve Consent Agenda Items 9.1-9.6 and 9.8-9.14. The motion was seconded by Member Kieger, all members voted aye and the motion carried.

9.1 Approved the Minutes of December 6 and 13, 2007.

9.2 Approved the bills as of January 3, 2008.
9.3 Approved Classified Personnel:

A. Retirement: John Olson – eff. 3/30/08

B. Resignation:
   1. Patty Blom – eff. 12/28/07.
   2. Mary Holister – eff. 12/13/07.

C. Termination: Matthew Synicyn – eff. 12/7/07.

D. Employment:
   2. Patricia Fechner – eff. 11/14/07.
   3. Stephen Hilyar – eff. 11/30/07.
   5. Peter Lindgren – eff. 12/3/07.
   6. Henry Schostag – eff. 12/19/07.
   7. Marc Sheldon – eff. 12/20/07.

E. Transfer:
   1. Renelle Boyd – to Title I Para./Noon Duty Supv. II eff. 1/2/08.
   2. Linda Espelien – SAC Program Aide decrease hours to 2.75 hr./day, 1 day/wk., 40 wk./ eff. 12-21-07.
   3. Amy Hime – to Health Office Asst. IV, eff. 1/7/08.
   5. Andrew Rainer – B Shift Custodian at SW Junior High eff. 12/21/07.
   6. Robert Thompson – Night Lead Custodian, B Shift at CLC, eff. 12/6/07.
   7. Angie Zick – increase SAC Program Aide hours to 24.25 hrs./wk., 40 wk./yr., eff. 12/10/07.

F. Unpaid Leave of Absence:

G. Change of Position Title: Change title of Adult Services Coordinator to Adult Services and Program Coordinator.

9.4 Approved Licensed Personnel:

A. Unpaid Leave of Absence:
   2. Laura Livermore – Child care LOA about 5/28/08-6/6/08.
B. Non-Curricular Position (on non-contract status):
   1. John Fick – Assistant Nordic Ski Coach (FLHS).
   2. Kevin Keto – Boys’ Assistant Basketball Coach (FLHS).
   3. Paulette Miller – Intermediate level Destination Imagination Coach (Col.)
   4. Sarah Stout – Fifth Assistant Musical Director (FLHS).

C. Employment:
   1. Joslyn Mathison - .6 Regular Contract for 112 days eff. 12/17/07-6/6/08.
   2. Deborah Meyerhoff - .6 Regular Contract for 112 days eff. 12/17/07-6/6/08.

9.5 Approved First Robotics Competition using donated funds.

9.6 Continued participation in Metro North ABE.

9.8 Legal Counsel – Ratwik, Roszak, & Maloney, P.A.

9.9 District Doctor – Dr. Julie Kammer.

9.10 Fiscal Consultant – Springsted, Inc.

9.11 Meeting dates – Continue Regular School Board Meetings on the first Thursday of each month at 7 p.m., and work sessions on the second Thursday.

9.12 Authorized use of facsimile signatures on district checks per State law and School Board policies.

9.13 Authorized the Director of Business Services to make electronic fund transfers, stop payment requests, approve certain claims, contracts for budgeted goods and services, and approve change orders.

9.14 Appointed Dr. Linda Madsen as the Local Education Agency (LEA) Representative for Title I, IIa, IId, III, IV and V for the Forest Lake Area Schools.

9.7 Member Grafft moved, seconded by Member Corcoran to designate the following banks as depositories for school funds: US Bank, Wells Fargo, LaSalle Bank, PMA Financial Network, MN School District Liquid Asset Fund, First State Bank of Wyoming, Firstar Bank of Minnesota, Security State Bank of Marine, Mainstreet Bank, Patriot Bank Minnesota, Lakes Area Bank, Twin City Federal (TCF). By roll call vote all members voted aye except Member Gay who abstained. Motion carried.
10. Donations: Member Grafft moved, seconded by Member Kieger, to adopt the resolution and accept with appreciation the following donations: $300 in books, puppet theatre and puppets for Central Montessori and the SAC program from Madelyn Leonard; $500 from Jackie Balstad for Scandia Elem. student enrichment and activities; $7,250.49 for Smart Boards and $1,250 for Staff Responsive training for Scandia Elem. from the Scandia Elem. PTO; $3,625.24 from the Scandia Enrichment Foundation for Smart Boards for Scandia Elem. School; $500 from Forest Lake VFW Post 4210 for Wrestling Team Supplies; $1,000 for Southwest Junior High from Wal Mart Stores; and $13,000 in Labor for the Schumacher Field baseball field upgrades from Dave Schultz Construction, LLP. All members voted aye and the donations were accepted.

11. ROUTINE ACTIONS:

11.1 ECSU – Member Grafft moved, seconded by Member Kieger, to appoint Eric Langness as the Board Representative to Metro ECSU. All members voted aye and the motion carried.

11.2 MSBA – Member Grafft moved, seconded by Member Gay, to appoint Julie Corcoran as the Board Representative to the Minnesota School Boards Association. All members voted aye and the motion carried.

11.3 TIES – Member Gay moved, seconded by Member Langness, to appoint Joe Grafft as the Board Representative to TIES. All members voted aye and the motion carried.

11.4 MSHSL – Member Grafft moved, seconded by Member Kieger, to appoint David Gay as the Board Representative to the Minnesota State High School League. All members voted aye and the motion carried. (At the end of this meeting a motion was approved to also appoint Dan Kieger as a Board Representative to the MSHSL.)

11.5 SEE – Member Grafft moved, seconded by Member Kieger, to appoint Rob Rapheal as the Board Representative to Schools for Equity in Education (SEE). All members voted aye and the motion carried.

11.6 Curriculum Committee – Member Grafft moved, seconded by Member Corcoran, to reappoint Dan Kieger, Eric Langness and David Gay to the Curriculum and Instruction Advisory Committee. All members voted aye and the motion carried.

11.7 Member Langness moved to designate the Forest Lake TIMES as the official School District Newspaper for 2008 with 8 pt. type and 8 lines per inch at the quoted price of $6.25 per column inch. The motion was seconded by Member Grafft, all members voted aye and the motion carried.

11.8 School Board Salaries – Member Grafft moved to keep School Board Salaries the same at $200 per month with the President receiving an additional stipend of $200 per year, and the Clerk and Treasurer receiving an additional stipend of $100 per year each. By roll call vote members Gay, Langness and Kieger voted no, and Members Bresin, Corcoran, Grafft and Rapheal voted aye. The motion carried by a majority vote.

12. OLD BUSINESS:
12.1 Senior High Schedule – Member Langness moved to approve implementing the proposed modified block schedule for Forest Lake Senior High effective Fall 2008. The motion was seconded by Member Grafft, by roll call vote all members voted aye, and the motion carried.

12.2 Graduation Policy – Superintendent Steenblock distributed a new Graduation Policy based on the new senior high modified block schedule. Member Langness moved to adopt the modified Graduation Policy 613 with the added words “And Thereafter” on pages 3 & 5 following the words “Through 2010-11” and “2011 Graduating Class”. The motion was seconded by Member Kieger, by roll call all members voted aye, and the motion carried.

12.3 Instructional Materials Policy – Member Grafft moved to adopt the Instructional Materials Policy #605. The motion was seconded by Member Kieger, and Members Bresin, Corcoran, Grafft, Kieger, Gay and Rapheal voted aye. Member Langness voted no, and the motion carried by a majority vote.

12.4 Student Sex Nondiscrimination Policy – Member Grafft moved to adopt the Student Sex Nondiscrimination Policy #421. The motion was seconded by Member Kieger; all members voted aye, and the motion carried.

12.5 Legislative Platform – Member Grafft moved to adopt the Legislative Platform for 2008. The motion was seconded by Member Rapheal. By roll call vote Members Bresin, Corcoran, Kieger, Grafft, Rapheal voted aye, Members Gay and Langness voted no, and the motion carried by a majority vote.

12.6 Contracted Employee Background Checks – Member Gay moved, seconded by Member Langness, “disciplinary action against the Superintendent” regarding a background check incident involving a community education teacher/independent contractor. Members Gay and Langness withdrew their motion and second. Member Gay moved to have the agenda item “Comprehensive Safety Issues” added to the next School Board work session for discussion. The motion was seconded by Member Langness, all members voted aye and the motion carried. (This item was amended at the May 1, 2008 School Board Meeting as follows): “Member Gay moved that “The Board explore options for and discussions about disciplinary action against the Superintendent”, which was seconded by Member Langness. This motion was in regards to a background check incident involving a community education teacher/independent contractor. Members Gay and Langness withdrew their motion and second. Member Gay moved to have the agenda items “Comprehensive Safety Issues” added to the next School Board work session for discussion. That motion was seconded by Member Langness, all members voted aye and the motion carried.”
13.1 Insurance Bids – Member Kieger moved to request proposals on employee group Dental, Life and LTD Insurance. The motion was seconded by Member Grafft, all members voted aye and the motion carried.

13.2 Vending Machine Bids – Member Grafft moved to approve bidding for vending services. The motion was seconded by Member Rapheal, all members voted aye and the motion carried.

13.3 Policy 103 – First reading of the School Board Member Reimbursement Guidelines Attachment to Policy 103. This policy will be placed on the next meeting agenda for discussion and Board action.

13.4 Policy 103B – First reading of the Out-of-State Travel by School Board Members Policy 103B. This policy will be placed on the next meeting agenda for discussion and Board action.

13.5 Policy 531 – First reading of Student Transportation Safety Policy 531. This policy will be placed on the next meeting agenda for discussion and Board action.

13.6 Policy 538 – First reading of Crisis Management Policy 538. This policy will be placed on the next meeting agenda for discussion and Board action.

13.7 Policy 541 – First reading of Anti-Bullying Policy 541. This policy will be placed on the next meeting agenda for discussion and Board action.

14. The School Board reviewed upcoming calendar dates and acknowledged communications.

If the teacher’s positively vote for the contract agreement, there will be a Special School Board Meeting on January 10, 2008 at 7 pm to discuss and ratify the FLEA Agreement.

President Bresin asked Board Members to reserve March 22 to perform in the Century Junior High Variety Show.

At 9:12 p.m. Member Gay moved, seconded by Member Grafft, to recess the regular meeting to go into closed session to discuss a student expulsion. The closed meeting convened at 9:22 p.m. The regular meeting was reconvened at 9:26 p.m. with all members present.

Member Grafft moved, seconded by Member Langness, to Adopt the Resolution Expelling a Student. By roll call vote all members voted aye and the resolution was adopted. (Copy in official minutes book.)

At 9:28 p.m. Member Langness moved, seconded by Member Grafft, to recess the regular meeting and go into closed session to discuss negotiation parameters for Supervisors and Principals. The regular meeting was reconvened at 9:55 p.m. with all members present.
Member Kieger expressed his interest in serving as a Board Representative to the Minnesota State High School League, whereby Member Grafft made a motion to appoint Dan Kieger to be a co-Board Representative to the MSHSL for 2008 (along with Member Gay). The motion was seconded by Member Gay, all members voted aye and the motion carried.

As there was no further business, Member Rapheal moved to adjourn. The motion was seconded by Member Gay, and the meeting adjourned at 9:58 p.m.

Bill Bresin        President     Rob Rapheal                                          Clerk