

INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
Monday, March 12, 2018 7:00 PM  
Northfield High School, Media Center

**AGENDA**

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment  

This is an opportunity for residents of the Northfield School District to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify themselves and the group they represent, if any. Please state your reason for addressing the Board. To ensure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. This is not a time to debate an issue, but for the Board to hear your comments. The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student, in open session. This includes the public comment portion of our meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate personnel - such as the building principal or superintendent - and not during an open meeting of the School Board.
- IV. Approval of Minutes
- V. Announcements and Recognitions
- VI. Items for Discussion and Reports
  - A. Teenagers & Sleep Presentation by Dr. Bryan Hoff
- VII. Superintendent's Report
  - A. Items for Individual Action
    - 1. 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets
    - 2. Expansion of Contingency Fund
    - 3. 2019-2020 School Year Calendar
    - 4. Authorize Collective Letter to Legislators Regarding School Safety Measures
  - B. Items for Consent Grouping
    - 1. Financial Report - January 2018
    - 2. Gift Agreements
    - 3. Boys Lacrosse Cooperative Agreement with Arcadia
    - 4. Personnel Items
- VIII. Items for Information
  - A. Enrollment Report.
  - B. Possible change to "Summary Minutes" for printed publication.
- IX. Future Meetings
  - A. Monday, April 9, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center.
  - B. Monday, April 23, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center.
    - NOTE: Previously scheduled March 26, 2018 Regular Board Meeting has been cancelled due to Spring Break.
- X. Adjournment

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IV. Approval of Minutes

V. Announcements and Recognitions

VI. Items for Discussion and Reports

- A. Teenagers & Sleep Presentation. Dr. Bryan Hoff will present research on teenagers, sleep, and how later school start times could provide academic, social, and emotional benefits.

VII. Superintendent's Report

A. Items for Individual Action

1. 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets. Director of Finance Val Mertesdorf will review the 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets presented at the February 26th Board meeting.

**Superintendent's Recommendation:** Motion to approve the 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,958,454	\$1,903,316
Long-Term Facilities Maintenance	\$1,510,622	\$1,037,796

2. Expansion of Contingency Fund. Superintendent Hillmann proposed expanding the contingency fund for 2018-2019 from 4.0 FTE to 6.0 FTE at the February 26, 2018, School Board meeting. The contingency fund pre-approves FTE that allows administrators to strategically address specific class size concerns to align with one of the District's near-term priorities to develop a long-term solution

that allows for reasonable class size while maintaining financial stability.

**Superintendent's Recommendation:** Motion to expand the contingency fund from 4.0 FTE to 6.0 FTE as presented beginning with the 2018-19 school year.

3. 2019-2020 School Year Calendar. Enclosed is a copy of the 2019-2020 school year calendar that was given to the Board at its last meeting on February 26, 2018.

**Superintendent's Recommendation:** Motion to approve the 2019-2020 school year calendar as presented.

4. Authorize Collective Letter to Legislators Regarding School Safety Measures.

In response to the Parkland school massacre, Board Member Hardy shared his thoughts about school safety measures at the February 26, 2018, School Board meeting. He suggested the School Board consider taking more formal measures to encourage legislators to help schools ensure a safe and welcoming learning environment. At the Board's request, Superintendent Hillmann drafted the letter to legislators included in the packet for consideration. If approved, it will be hand-delivered to several of the elected officials on March 13, 2018 in St. Paul.

**Superintendent's Recommendation:** Motion to authorize the submission of the Board's collective letter to legislators regarding school safety measures as presented.

#### B. Items for Consent Grouping

**Superintendent's Recommendation:** Motion to approve the following items listed under the Consent Grouping.

1. Financial Report - January 2018.

Director of Finance Val Mertesdorf requests that the board approve paid bills totaling \$1,493,148.42, payroll checks totaling \$2,876,297.67, bond payments totaling \$5,228,817.71, and the financial reports for January 2018.

2. Gift Agreements.

The School Board is asked to approve two gift agreements:

- A \$1,990.40 donation for the Greenvale Park Elementary Spanish books.
- A \$1,900.00 donation for the Greenvale Park Elementary Learning A-Z subscription.

3. Boys Lacrosse Cooperative Agreement with Arcadia Charter School. Student Activities Director Tania Will, with approval from the Minnesota State High School League, recommends the addition of Arcadia Charter School to the Boys Lacrosse cooperative for the 2017-2018 school year.

4. Personnel Items

- a) Appointments

- (1) Brian Auge, Behind the Wheel Instructor with Community Services, beginning 3/12/2018; \$23.75/hr.
- (2) Kristi Huettl, Summer PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Yr. 7-\$27.73/hr.
- (3) Ava O'Hara-Brantner, Spring Recreation with Community Services, beginning 03/05/2018-05/31/2018; Swim Aide \$9.65/hr.; Lifeguard \$10.00/hr.; Aquatics Class Lead \$10.50/hr.

- (4) Richard Truman, Behind the Wheel Instructor with Community Services, beginning 3/12/2018; \$23.75/hr.
  - (5) Katrina Warner, Summer PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
- b) Increase/Decrease/Change in Assignment
- (1) Charlie Alvarez, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
  - (2) Sheila Atkinson, EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
  - (3) Ritva Barsness, CNA III for 6.5 hours/day at Greenvale Park, change to CNA III for 7 hours/day at Greenvale Park, effective 09/01/2016.
  - (4) Elizabeth Brewer, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
  - (5) Matthew Crase, Special Ed EA at the Middle School, Add Assistant Track Coach at the Middle School, effective 04/03/2018; Level I, Step 1
  - (6) Meckenzie Dahle, Special Ed EA at the Middle School, Add Assistant Track Coach at the Middle School, effective 04/03/2018; Level I, Step 1
  - (7) Janet Gannon, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/13/2018-08/03/2018; Step 4-\$13.78/hr.
  - (8) Robert Garcia, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 8-\$28.22/hr.
  - (9) Michael Garlitz, EA/Volunteer Coordinator at Bridgewater/Accelerate, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 3-\$13.22/hr.
  - (10) Cecelia Green, CNA II at the High School, add Summer CN Lead for 4 days/wk at Greenvale Park, effective 06/11/2018-08/17/2018; \$19.40/hr.
  - (11) Jackie Groth (Tuma), EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
  - (12) Rich Guggisberg, Teacher at Sibley, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
  - (13) Garrick Hoekstra, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
  - (14) Mitzi Holden, EA at Greenvale Park, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
  - (15) Kristin G. Johnson, On-call Teacher Substitute with the District, change to Full-time Substitute with the District, effective 03/08/2018-06/08/2018; \$25.00/hr.
  - (16) Anna Kelly, EA at Greenvale Park, add Summer PLUS Club Leader for up to 1.75 hours/day M-Thur. at Greenvale Park, effective 06/18/2018-08/02/2018; \$20.49/hr.
  - (17) Anna Kelly, EA at Greenvale Park, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 3-\$13.22/hr.
  - (18) Sara Mikkelson, Teacher at the Middle School, contract reduced to .80 FTE beginning with the 2018-2019 school year.
  - (19) Lori Mullen, CNA III at Bridgewater, add Summer CNA for 4 days/wk at the Middle School, effective 06/14/2018-08/03/2018; \$16.52/hr.
  - (20) Arlette Nelson, EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
  - (21) Ashley Patterson, School Psychologist for .75 FTE at Longfellow, add .25 FTE ECSE LEAD at Longfellow, effective 03/06/2018-06/15/2018.
  - (22) Dustee Phenow, Teacher at Bridgewater, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 4-\$27.73/hr.

- (23) Leah Sand, Phy-Ed/MTSS Teacher at the High School, add an overload for Health 2<sup>nd</sup> semester at the High School, effective 1/29/2018-06/08/2018.
  - (24) Sandra Soto Perez, CNA I for 3.75 hours/day at Greenvale Park, change to Long term substitute CNA III for 7 hours/day at Greenvale Park, effective 04/04/2018-05/23/2018; \$19.51/hr.
  - (25) Robyn Spillman, EA at Greenvale Park, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/2/2018; Step 4-\$13.78/hr.
  - (26) Gina Swenson, Teacher at Sibley, add Summer PLUS Teacher for up to 4.75 hours/day at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 5-\$27.73/hr.
  - (27) Ellen Trotman, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
- c) Leave of Absence Requests
- (1) Ruben Alvarez, Teacher at Greenvale Park, Family/Medical Leave of Absence for childcare beginning on or about 05/24/2018-through the end of the 2017-2018 School Year.
  - (2) Ritva Barsness, CNA III at Greenvale Park, Family/Medical Leave of Absence beginning 04/04/2018-05/23/2018.
  - (3) Clairborne Day, Teacher at Sibley, unpaid leave of absence effective for the 2018-2019 school year.
  - (4) Joel Leer, Principal of the High School, Leave of Absence effective September through December of the 2019-2020 school year.
  - (5) Tiffany Malecha, Teacher at Greenvale Park, unpaid leave of absence effective for the 2018-2019 school year.
  - (6) Rhea Mehrkens, Teacher at the Middle School, unpaid leave of absence effective for the 2018-2019 school year.
  - (7) Jacie Myers, Teacher at Greenvale Park, unpaid leave of absence for the 2018-2019 school year.
  - (8) Allison Otte, Teacher at Sibley, unpaid leave of absence for the 2018-2019 school year.
  - (9) Mary Robia, Teacher at the High School, .4 FTE leave of absence for the 2018-2019 school year.
  - (10) Brigitte Tisdale, medical leave of absence through March 16, 2018, extended through March 23, 2018.
- d) Retirements/Resignations/Terminations
- (1) Troy Cohrs, Head Girls Track and Soccer Coach, resignation effective 02/27/2018.
  - (2) Scott Peterson, Teacher at the High School, resignation effective at the end of the 2017-2018 school year.

*\* Conditional offers of employment are subject to successful completion of a criminal background check and Prework screening (if applicable)*

#### VIII. Items for Information

- A. Enrollment Report: The Enrollment Report for March 2018 is included in the packet.
- B. Summary Minutes: Superintendent Hillmann will review a possible change to “Summary Minutes” for printed publication.

#### IX. Future Meetings

- A. Monday, April 9, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, April 23, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
  - NOTE: Previously scheduled March 26, 2018 Regular Board Meeting has been cancelled due to Spring Break.

#### X. Adjournment

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes

February 26, 2018

Northfield High School Media Center

- I. Call to Order  
Board Vice Chair Ellen Iverson called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Colangelo, Goerwitz, Hardy, Iverson, Quinnell and Stratmoen. Pritchard was absent.
- II. Agenda Changes / Table File  
The table file was added.
- III. Public Comment  
There was no public comment.
- IV. Approval of Minutes  
On a motion by Quinnell, seconded by Hardy, minutes of the Regular School Board meeting held on February 12, 2018, were unanimously approved.
- V. Announcements and Recognitions
  - Minnesota's second annual School Bus Driver Appreciation Day was Wednesday, Feb. 28, 2018. Governor Dayton issued his approval in the form of a proclamation.
  - VocalEssence presented the *Award for Creative Programming* to Kyle Eastman, director of the Northfield High School Concert Choir. The award is presented annually to a Minnesota-based non-professional choral organization.
  - On February 3rd the preliminary round of the Be Heard Youth Poetry Slam Series was held at Carleton College. Students Christopher Lazaro, Rayanah Richmond, and Alondra Perez advanced to the State semi-finals.
  - At the February 19th meeting of Northfield Forward (formerly known as DEPAC) participants were divided into four groups to review and comment on the Evidence of Practice documents from all of the Professional Learning Communities (PLCs).
- VI. Items for Discussion and/or Reports
  - A. Proposed 2018-2019 Operating Capital and Long Term Facilities Maintenance Budget Presentation. Val Mertesdorf, Director of Finance presented the 2018-2019 Operating Capital Budget and Long Term Facilities Management Plan. Jim Kulseth, Director of Buildings & Grounds was available for questions. The timetable of the budget presentation and approval has been moved up allowing the District to solicit bids and proposals earlier than we have in the past. The Board will be asked to adopt the budget at the March 12, 2018 Board meeting.
  - B. Expansion of Contingency Fund Proposal. Superintendent Hillmann presented a proposal to expand the contingency fund from 4.0 FTE to 6.0 FTE to address specific class sizes throughout the District. This will be an item for individual action at the March 12, 2018 Board meeting.
  - C. Proposed 2019-2020 Calendar. Superintendent Hillmann presented the proposed 2019-2020 school calendar. This will be an item for individual action at the March 12, 2018 Board meeting.
  - D. Master Facilities Plan Update. Superintendent Hillmann provided an update on the District's Master Facilities Plan. The first meeting of the District Facilities Advisory Committee is Tuesday, February 27, 2018. This committee, co-chaired by Jim Kulseth and Dr. Hillmann, consists of two Board members and six community member and will meet three times each year. The purpose of the this committee is to provide feedback on a variety of facilities and maintenance issues. Additionally, in late March and into

April, we will invite a cross-section of the community to review our facilities plan and look at the scope of the projects we have and the timelines of these projects.

VII. Superintendent's Report

A. Items for Individual Action

1. Co-Curricular Additions.

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the additional coaching and advising positions recommended by the District's Co-Curricular Committee.

2. Correction to 2018-2019 Calendar.

On a motion by Colangelo, seconded by Goerwitz, the Board unanimously approved the revisions to the 2018-2019 School Calendar.

B. Items for Consent Grouping

On a motion by Hardy, seconded by Goerwitz, the Board unanimously approved the following items listed under the Consent Grouping.

1. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.

2. Personnel Items

a) Appointments

1. Laura Baltazar, Child Nutrition Associate 1 for 3.25 hours/day at the High School, beginning 03/05/2018; CNA I-\$16.83/hr.
2. Len Kallsen, General Education EA for 7 hours/day at the High School, beginning 02/23/2018-06/07/2018; Gen Ed Step 1-\$14.74/hr.
3. Adam Karsko, 1.0 FTE Custodian at Greenvale Park and Sibley, beginning 03/12/2018; Step 3-\$17.07/hr.
4. Caroline Sjoberg, Assistant Softball Coach-Hourly for 2.5 hours/day at the High School, beginning 03/12/2018-06/10/2018; \$18.00/hr.

b) Increase/Decrease/Change in Assignment

1. Sara Tetreault, Youth Site Leader at the Middle School, add Targeted Services BLAST Summer Site Lead for 5.75 hours/day for 4 days/wk. at the Middle School, effective 06/13/2018-07/27/2018; Step 4-\$17.04/hr.
2. Kristin Basinger, EA at the Middle School, add Summer PLUS Site Lead for 6 hours/day for 4 days/wk at Greenvale Park, effective 06/13/2018-08/03/2018; Step 4-\$17.04/hr.
3. Stephanie Ennis, Full-time Teacher Substitute with the District, change to 1.0 FTE Grade 1 Teacher at Greenvale Park, effective 02/26/2018-06/07/2018; MA Step 2
4. Tiffany Malecha, Teacher at Greenvale Park, add Targeted Services Teacher for up to 4.75 hours/day for 4 days/wk at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 5-\$27.73/hr.
5. Amber Soderlund, Teacher at Sibley, add Targeted Services Teacher for up to 4.75 hours/day for 4 days/wk at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 2-\$27.11/hr.

c) Retirements/Resignations/Terminations

1. Burt Bemmels, ALC Math Teacher at Longfellow, resignation effective at the end of 2017-18 school year.
2. Peggy Fink, Special Education Teacher at the High School, retirement effective at the end of the 2017-18 school year.

\* Conditional offers of employment are subject to successful completion of a criminal background check and pre-work screening (if applicable)

VIII. Items for Information

1. School Security Procedures Update: Superintendent Hillmann reviewed the steps the District has taken over the past several years to secure Northfield School District facilities. Hardy read an open letter regarding school security and the safety of our students, and urged the Board to draft a resolution which sends a unified message to our legislators. Thoughts and feedback should be directed to Dr. Hillmann.

IX. Future Meetings

A. Monday, March 12, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

B. Monday, April 9, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

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X. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 8:57 p.m.

Noel Stratmoen  
School Board Clerk

# Northfield School Board March 2018

Later School Start Times

What is new from 2014 and why should we change?

# We want to put kids in a place to succeed, to thrive

- What are the benefits of a later school start time— ie more sleep for our kids?

Think Resilience and Growth

# Better academic testing- specifically better math scores

- Air Force academy study-  
<http://old.econ.ucdavis.edu/faculty/scarrell/sleep.pdf>
- Review of Studies -  
<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4824552/>

# Better Mental Health

- Decreased Depression
- [https://teensneedsleep.files.wordpress.com/2011/03/fuligini\\_hardway-adolescent-sleep.pdf](https://teensneedsleep.files.wordpress.com/2011/03/fuligini_hardway-adolescent-sleep.pdf)
- <https://www.ncbi.nlm.nih.gov/pubmed/25134876>

# Enhanced concentration

- <http://healthysleep.med.harvard.edu/healthy/matters/benefits-of-sleep/learning-memory>



# Better Athletic performance

- <https://www.sciencedirect.com/science/article/pii/S0733861917300245?via%3Dihub>



# Better Health

- Fewer illness/tardiness/ Decreased obesity
- <http://healthysleep.med.harvard.edu/need-sleep/whats-in-it-for-you/health>



If the benefits are not enough,  
what are the problems which  
occur when not getting enough  
sleep?

- Think decision making and of course many of these are the flip sides to the many benefits

# Safety

- Increased motor vehicle accidents
- We are willing to have DARE come in and show a car accident scene before prom because we don't want anyone driving drunk but driving while sleep deprived is considered equivalent to driving drunk. Pair that with teenagers sense of nothing is going to hurt me and "I know what I am doing"- a recipe for accidents

# Safety- MVA

- <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC2603528/>
- <https://aasm.org/teens-with-earlier-school-start-times-have-higher-crash-rates/>

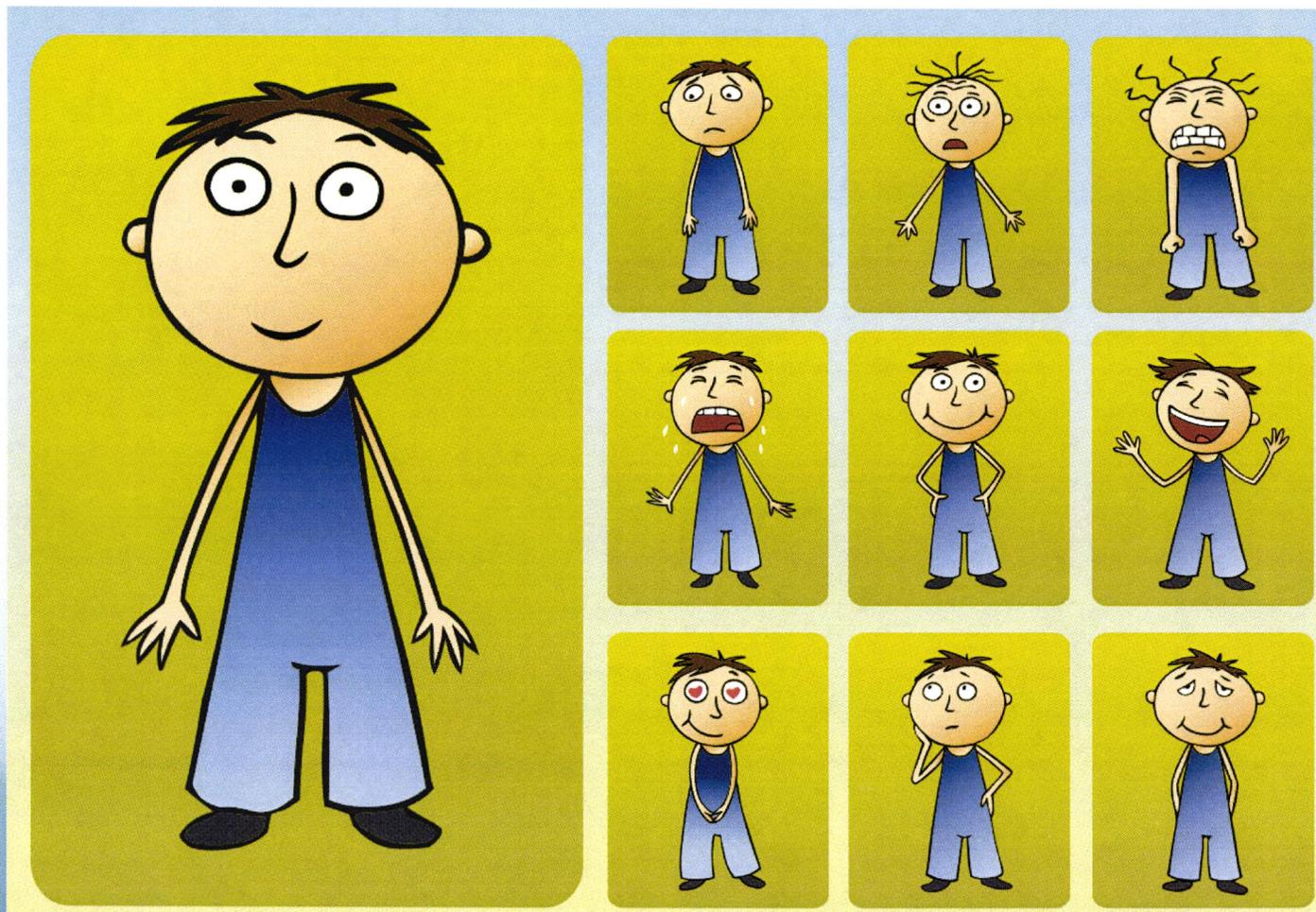
# Increased Mental Health concerns

- Depression is increased
- In Edina, after the school start change the counselors were interviewed on what they saw and for them it was clear their students had less mental health concerns
- <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4824552/>

# Intrapersonal Strife

- Increased emotional lability
- We all see teenagers as having to learn to control emotions- much harder when sleep deprived– so personal interactions with friends and teachers can be affected

Sleep benefits emotion regulation  
Already a difficult task in adolescence  
Key for social relationships, stress management and mood



# Increased Risky behavior

- Lack of sleep leads to poor impulse control- greater risk to drink caffeine, smoke and ultimately try drugs
- Remember teenagers already have impulse control but with lack of sleep this gets worse
- <https://www.cdc.gov/features/school-start-times/index.html>

# Tardiness

- Students come late, why- they have difficulty in waking up
- <http://www.apa.org/monitor/2016/02/sleep-deprived.aspx>
- Kyla Wahlstrom 2014
- [https://journals.lww.com/co-psychiatry/Citation/2017/11000/School\\_start\\_time\\_effects\\_on\\_adolescent\\_learning.15.aspx](https://journals.lww.com/co-psychiatry/Citation/2017/11000/School_start_time_effects_on_adolescent_learning.15.aspx)

# Sleep in teenagers

## Benefits of good sleep

- Better Academics
- Better Relationships
- Better Health
- Better Athletics

## Problems Sleep Deprivation

- More MVA's
- Increased Depression
- Increased Risky behavior
- Increased Tardiness



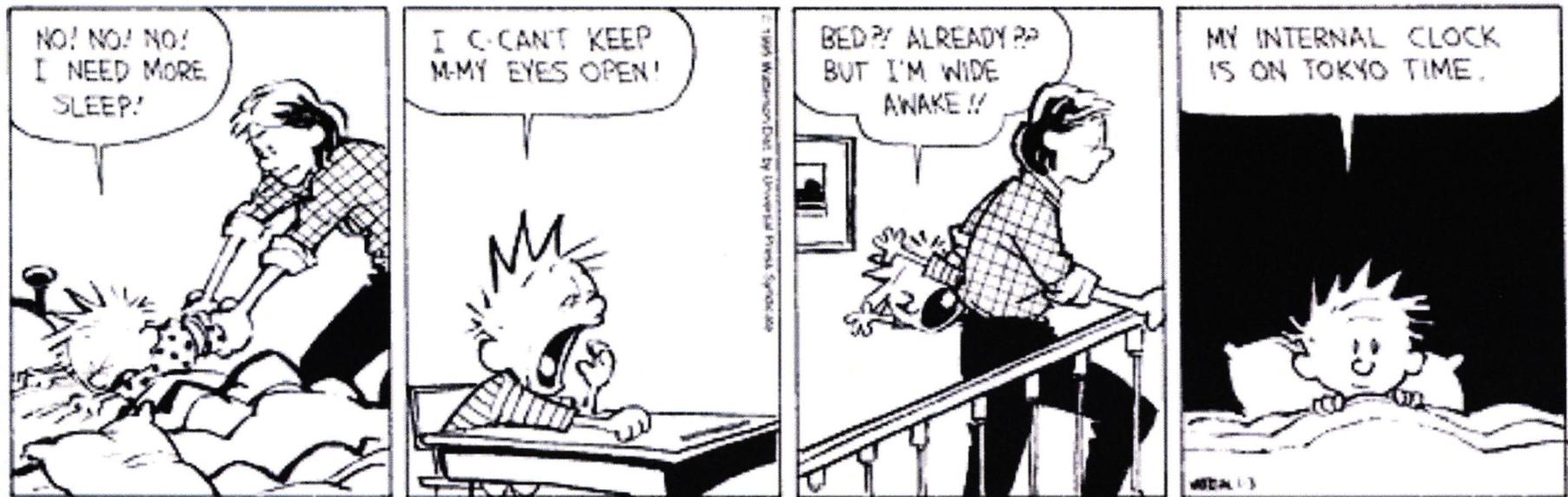
# Who Supports the need to change our School Start Times?

- AASM- American Academy of Sleep Medicine
  - April 14<sup>th</sup> 2017 announced they have a position paper on this
  - <https://aasm.org/aasm-position-delaying-middle-school-high-school-start-times-is-beneficial-to-students/>
- AAP- American Academy of Pediatrics
  - August 25<sup>th</sup> 2014, position paper available
  - <https://www.aap.org/en-us/about-the-aap/aap-press-room/pages/let-them-sleep-aap-recommends-delaying-start-times-of-middle-and-high-schools-to-combat-teen-sleep-deprivation.aspx>
- CDC- Centers for Disease Control
  - Noted in 2015, 2017 recommended later school start times
  - <https://www.cdc.gov/mmwr/volumes/67/wr/mm6703a1.htm>

# A website with a list of the many position papers

- <http://www.startschoollater.net/position-statements.html>

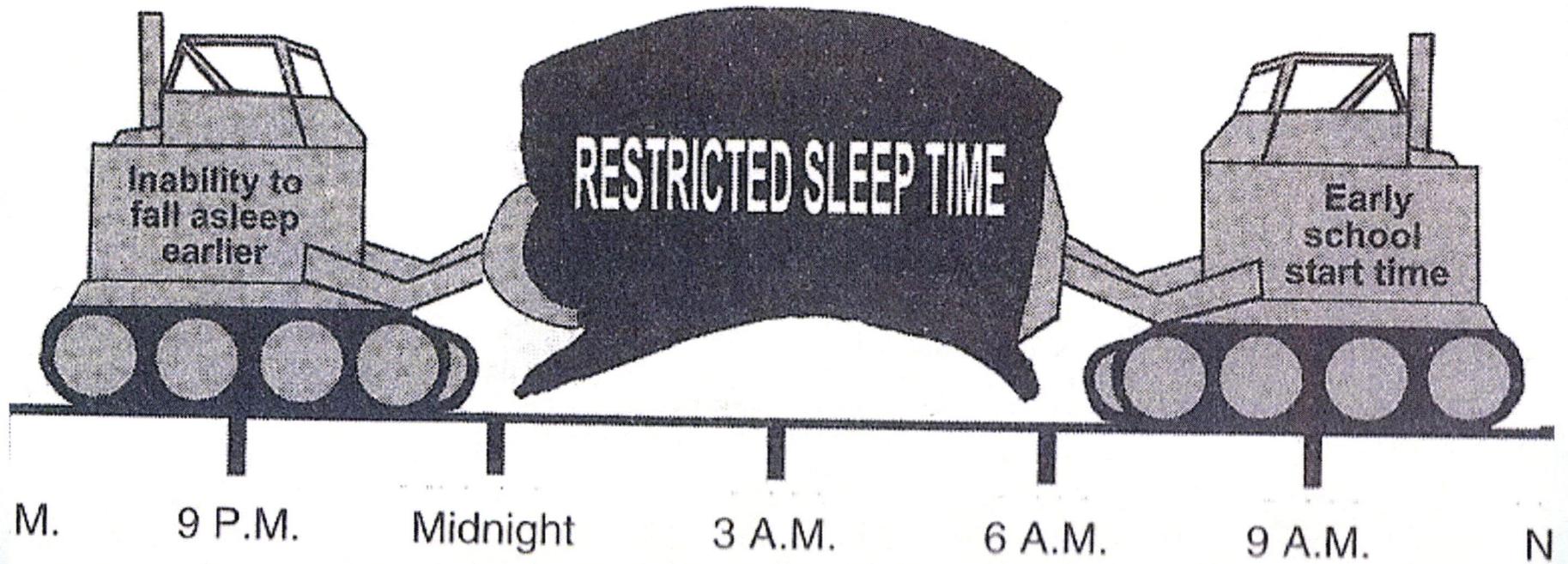
# Why teenagers have issues with sleep and what is the reason behind it:



# So what happens when your clock is off?

- Delayed sleep phase circadian disorder– this is seen most typically in teen-agers. They are not able to fall asleep until later (like 10PM-2AM) but still have to get up for school and start having problems- frequently this is a schedule issue
  - Their schedule is equivalent to living in California:
  - In Minnesota going to bed at 11 PM is like going to bed at 9PM in California- where they would get proper sleep
  - Frequently when allowed to sleep without a schedule teens and young adults will sleep 9-11 hours (a midnight to 11AM schedule is common and may sound familiar to many parents if asked about their teens on week-ends and in the summer)

# We can make a difference



*Physiologic and social pressures resulting in a restricted total sleep time.*

## How do you pick a start time?

- Studies show teens need 9-9.5 hours of sleep, but school benefit is when teens get at least 8 hours
- **How do we choose the start time?** First, the average time for an adolescent to go to bed is 10-11PM.
- They need a minimum of 8 hours sleep and the goal is 9 hours, so that would mean a wake up time of approximately 7AM. They get 30 minutes to wake up, eat and get ready, so 7:30AM would be the earliest bus stop time.
- The longest bus is about 1-1:15 hours long and you add that to 7:30 AM and you get a start time of 8:45-9AM ideally for middle and high school.

A great article by the lead researcher at  
the University of Minnesota  
(And one of the reasons I became an  
advocate)

- <http://www.kappanonline.org/late-start-time-for-teens/>
- Do a google search and see the many articles in New York Times, Time, The Atlantic, Breitbart, CBS, NBC, LA Times etc

LIFE COULD  
BE WORSE,  
CALVIN.

LIFE COULD  
BE A LOT  
**BETTER,**  
TOO!



## **Capital and Long Term Facilities Maintenance | Proposed Budget | 2.26.18**

**Val Mertesdorf | Director of Finance**

### **What is Capital?**

Our capital budget is a segment of our general fund budget that we present separately as required by the Minnesota Department of Education. Our capital budget has four revenue components.

- 1) Operating Capital – must be used for equipment and facility needs. The calculation is \$79 per adjust pupil unit plus \$109 multiplied by our average building age. We receive approximately \$222 per pupil unit. This formula is a mix of levy and state aid.
- 2) Lease Levy – this is a levy source of revenue to pay for rent of leased facilities. The calculation is \$212 per pupil unit. Northfield has a cap of approximately \$929,000; we have historically levied about \$330,000. It is slightly higher due to our membership in the Cannon Valley Special Education Cooperative.
- 3) Capital Levy – this is our voter approved levy of \$750,000. This is used to support technology and facilities.
- 4) Long Term Facilities Maintenance – this was a new revenue source beginning 7/1/2016. The legislature combined the deferred maintenance and health and safety revenue formulas into a new formula. The formula is a combination of aid and levy. This funding is for capital expenditures and maintenance projects necessary to prevent further erosion of facilities. The calculation is roughly \$193 per pupil unit for FY2017, \$292 for FY2018 and \$380 for fiscal year 2018-19 and later.

The Capital and Long Term Facilities Maintenance programs have restricted expenditure categories. These funding streams are intended to support technology, facilities and infrastructure needs. Each category also has a restricted fund balance category. This means if we don't spend all of our revenue in a given year the remainder is set aside for only these types of expenditures in the future. Each year in December, we project our capital revenue and if there is a projected surplus, the Capital Committee prioritizes needs and comes to consensus on how to allocate the remaining funds.

### **Projected Revenue**

For 2018-19, the LTFM revenue will be our largest source at 44%. This funding source is about \$1,000,000 more than the district was receiving from Deferred Maintenance and Health and Safety combined. Operating Capital and our Capital Levy are the next largest with 24% and 22%, respectively. Our total capital revenue is projected to be \$3,469,076 which is an increase of \$313,386 over the prior year.

### **Projected Expenditures**

We are projecting expenditures of approximately \$2,941,113. This is a \$91,294 increase over the current year budget. The capital committee approved expenditures such as a UV light sanitizer at the Middle School pool, a new delivery van, 16 round cafeteria tables at the HS, 5 Mamava lactation stations (one for each building), upgrading the wiring in all Middle School classrooms and a new firewall to name a few.

The LTFM funding has a ten year plan that the Board approves each year. Based on the funding and projects listed, Director of Buildings and Grounds, Jim Kulseth prioritizes projects and sets the expenditures for the year.

The district administration and the capital committee were very cognizant of the master facilities plan. Most of the projects or purchases are items that would not become obsolete in the event we tore down or remodeled a building. We tried to prioritize items that could be repurposed or moved to a new location. The collaborative effort to be good stewards of our resources is always a pleasure to partake in.

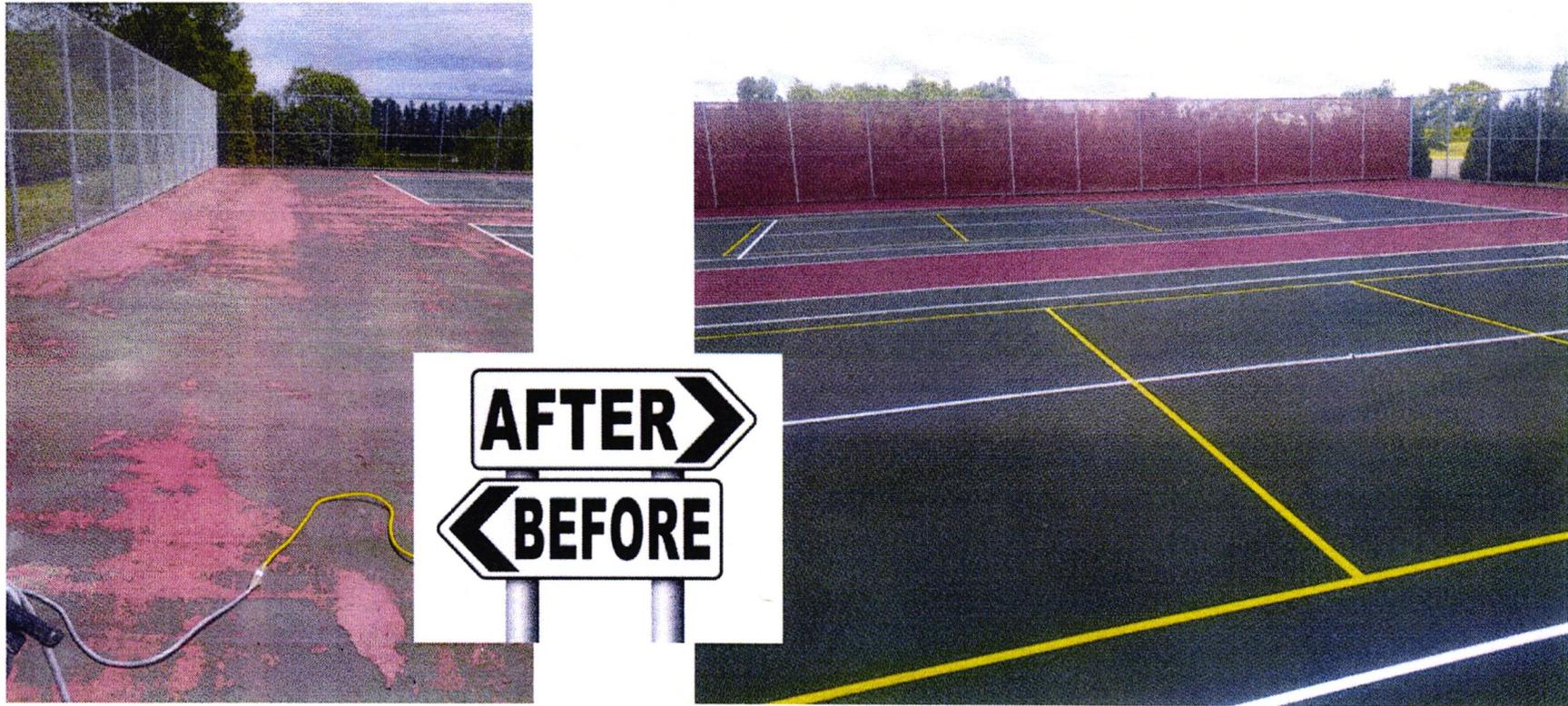
### **Financial Summary**

At the end of 2018-19 we are projecting that the operating capital fund balance will be \$406,097. The long term facilities maintenance fund balance is projected to be \$1,338,357. We are intentionally planning to grow the LTFM balance, this will allow us to pay up front for projects that we would have had to bond for in the past. This will save the District money in the long run.

Overall, we are thrilled with the additional funding and flexibility we have because of the long term facilities maintenance program. We will continue to strive to allocate our resources as effectively and efficiently as possible to ensure our facilities are adequately maintained and our students and staff have access to the necessary technology and tools to continue providing a world class education.

# 2018-19 PROPOSED BUDGET

## Capital & Long Term Facilities Maintenance



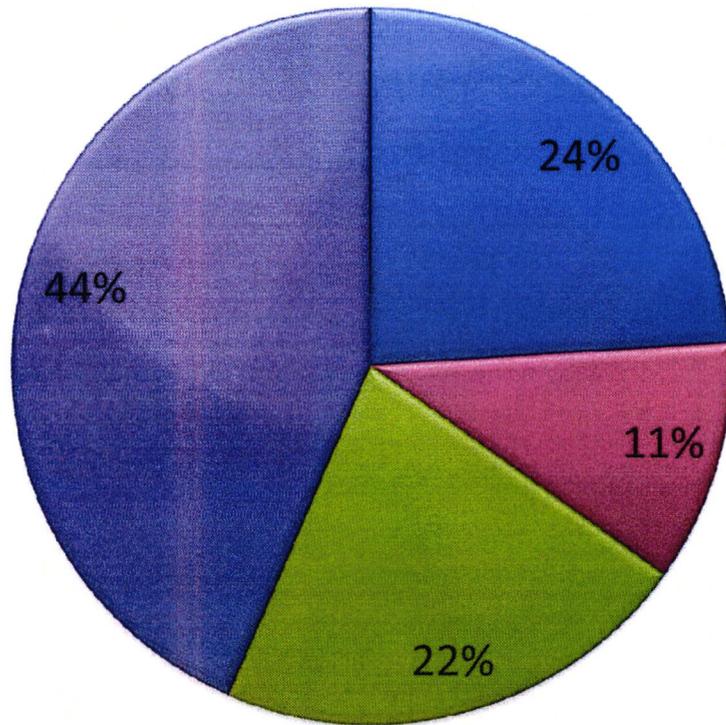
MS Tennis Court Resurfacing FY17

# What is Capital?

- The capital budget consists of 4 revenue streams
  - Operating Capital – levy/aid formula
  - Lease Levy – levy for certain lease commitments
  - Capital Levy – voter approved levy
  - Long Term Facility Maintenance – new funding began in FY17 that replaces Health & Safety and Deferred Maintenance
- The capital budget is included in the general fund
- Restricted expenditures
- Fund Balance restriction
- There is a portion of the operating capital money each year that is prioritized by the Capital Committee – this committee meets to discuss building and district priorities and comes to consensus on the proposed spending

# Capital Sources

\$3,469,076



■ Operating Capital  
\$830,649

■ Lease Levy  
\$377,805

■ Capital Levy  
\$750,000

■ Long Term Facilities  
Maintenance  
\$1,510,622

# Projected Expenditures

## Required Commitments

Leased Facility Space/Assessments	\$415,586
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Lease Purchase (Sibley)	142,758
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## Prioritized Allocations

Schools and Programs	129,178
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Textbooks/Digital Curriculum	150,000
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Other Leases	519,145
--------------	---------

Capital Committee Recommendations	546,650
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Long Term Facilities Maintenance	<u>1,037,796</u>
----------------------------------	------------------

Total Expenditures	\$2,941,113
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# Financial Summary

	<b>2016-17 Actual</b>	<b>2017-18 Budget</b>	<b>2018-19 Proposed</b>
<b>Operating Capital</b>			
Beginning Balance	\$569,700	\$467,688	\$350,960
Revenue	\$1,903,721	\$1,860,821	\$1,958,454
Expenditures	<u>\$2,005,733</u>	<u>\$1,977,549</u>	<u>\$1,903,316</u>
Ending Balance	\$467,688	\$350,960	\$406,097
<b>LTFM</b>			
Beginning Balance	\$346,798	\$442,931	\$865,531
Revenue	\$797,885	\$1,294,869	\$1,510,622
Expenditures	<u>\$701,752</u>	<u>\$872,269</u>	<u>\$1,037,796</u>
Ending Balance	\$442,931	\$865,531	\$1,338,357

# Upcoming Projects

## Capital Recommendations

- UV Light Sanitizer – MS Pool
- Replace delivery van
- 16 round cafeteria tables
- 5 Mamava Lactation Stations
- Wiring upgrade at MS
- New firewall

## LTFM

- MS front driveway re-do
- Pool resurfacing
- Resurface HS tennis courts
- Driveway crack repair
- Replace cabinets - Sibley
- Replace flooring/carpet
- Replace vertical lift - HS
- MS water pressure pump

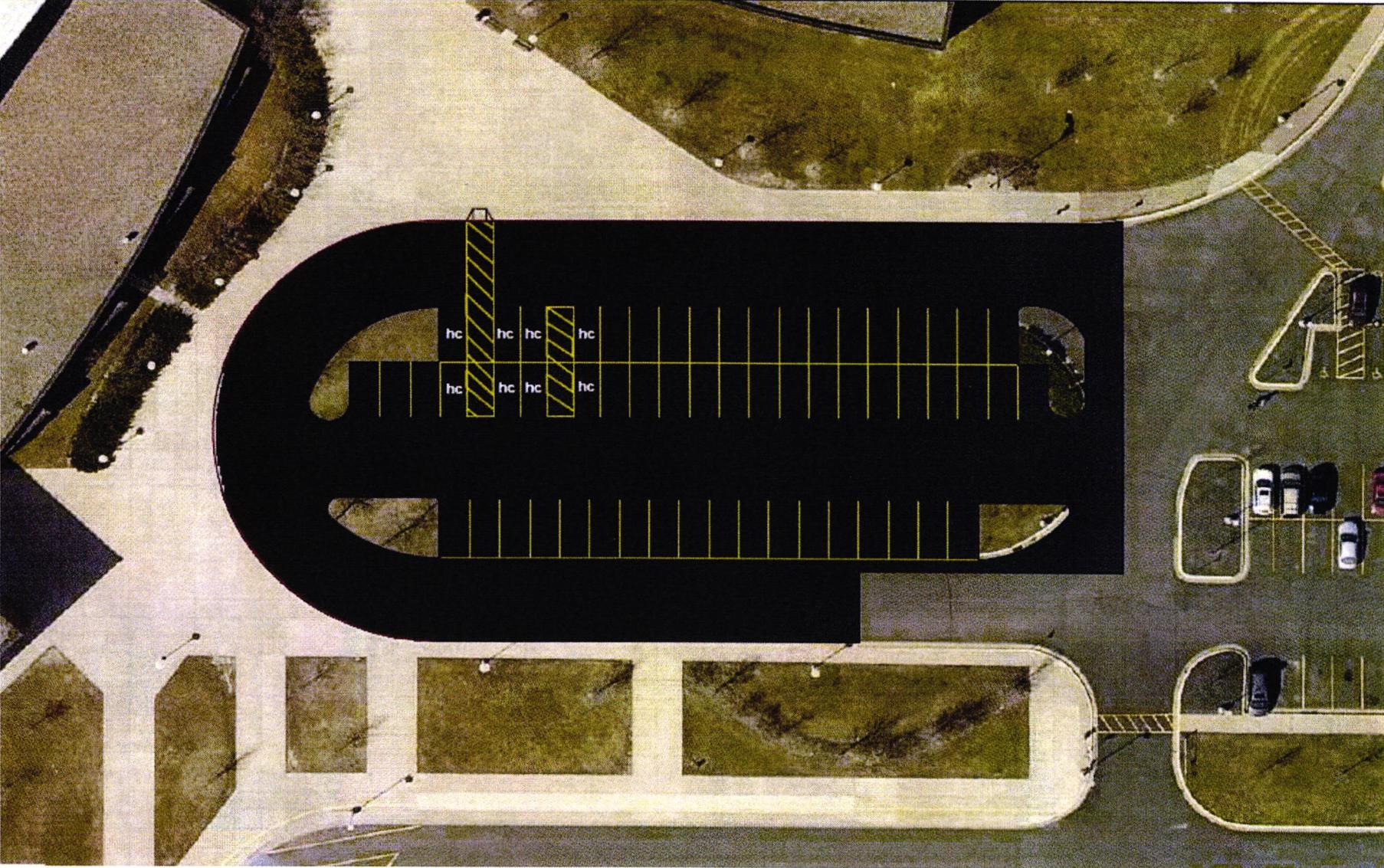
# HS Cafeteria Tables – FY18



# Mamava Lactation Station - LF

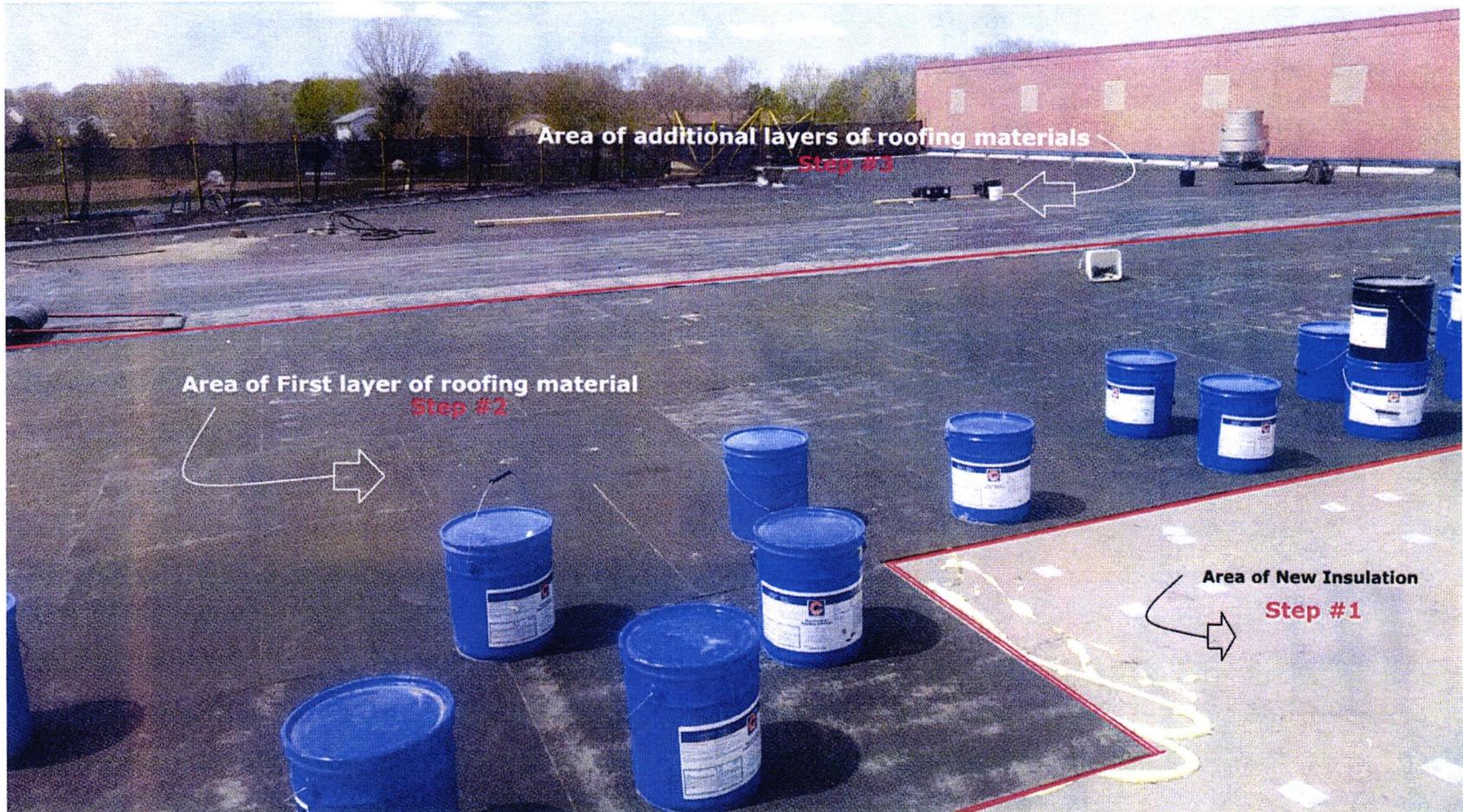


# Proposed MS Plaza/Loop Re-do



# Questions?

- Thanks for your time!



Class size continues to be a topic of concern across Northfield Public Schools. One of the District's near-term priorities is to *develop a long-term solution that allows for reasonable class sizes while maintaining financial stability*. The District is proposing expanding its contingency fund for 2018-19 from 4.0 FTE to 6.0 FTE. The District's contingency fund pre-approves FTE that allows administrators to strategically address specific class size concerns.

**How does it work?** Principals request contingency FTE to address specific class size concerns at their building. This ranges from using a full 1.0 FTE to add an elementary section to a 0.2 FTE (one class period) at a secondary school for a particular subject area. Almost all contingency positions at the secondary schools manifest as an overload assignment -- assigning a class period to a teacher's schedule in lieu of a supervision. The Master Agreement with the Northfield Education Association governs the compensation. Positions funded by contingency FTE are not guaranteed beyond one school year and all the FTE returns to the District for redistribution the next year.

**What will it cost?** The District currently has 4.0 FTE in the contingency fund that it distributes each year. The proposed increase would be \$116,978. This increase is based on the cost of an overload assignment for a teacher making the District's average salary of \$65,506. Our contingency budget estimate would look like this:

- 2.0 FTE calculated at the average teacher total compensation package of \$86,706. (\$173, 412)
- 4.0 FTE calculated at the average overload assignment (\$233,956)
- Total Contingency Fund Cost: \$407,368 (increase of \$116,978 for 2018-19)

**What are the benefits?** The District is able to address specific instances of large class size most efficiently. Since the FTE returns to the District for redistribution each year, there is continuous discussions about where the contingency FTE can be best utilized to support students. In addition, reducing this expenditure in times of budget adjustment would have less impact on people within the District because positions are not guaranteed from year-to-year. This proposal would allow the District to add 10 individual class sections based on use at a secondary school.

**A strategy, not a fix.** "Fixing" class size concerns in Northfield Public Schools is a complex issue. Variation in class size is a result of many unique factors. These factors include several intentional decision that make our District special. These include the Compañeros program at each elementary school, space for additional sections at each elementary school, supporting a variety of Advanced Placement courses at Northfield High School, maintaining a wide variety of electives in traditional core subjects, career/technical education courses, and a robust arts program. Class sizes could be better controlled by reducing course selection at the cost of student choice. There are no simple answers.

**Working the strategic plan.** The District continues to work on the priorities of our strategic plan that was adopted in 2016. This addition will support making substantive progress on the near-term priority to *develop a long-term solution that allows for reasonable class sizes while maintaining financial stability*.

# Northfield Public Schools 2019-2020 School Calendar

Approved by the School Board  
**DRAFT**

July 2019							July	January 2020							January
Su	M	Tu	W	Th	F	Sa		Su	M	Tu	W	Th	F	Sa	
	1	2	3	4	5	6	4				1	2	3	4	1
7	8	9	10	11	12	13	Independence Day	5	6	7	8	9	10	11	
14	15	16	17	18	19	20		12	13	14	15	16	17	18	20
21	22	23	24	25	26	27		19	20	21	22	23	24	25	24
28	29	30	31					26	27	28	29	30	31		27
August 2019							August	February 2020							February
Su	M	Tu	W	Th	F	Sa		Su	M	Tu	W	Th	F	Sa	
				1	2	3								1	
4	5	6	7	8	9	10		2	3	4	5	6	7	8	
11	12	13	14	15	16	17	21-22	9	10	11	12	13	14	15	20
18	19	20	21	22	23	24	New Teacher Inservice	16	17	18	19	20	21	22	24
25	26	27	28	29	30	31	26-29	23	24	25	26	27	28	29	27
							Staff Development Days								
							30								
							Teacher Preparation Day								
September 2019							September	March 2020							March
Su	M	Tu	W	Th	F	Sa		Su	M	Tu	W	Th	F	Sa	
1	2	3	4	5	6	7		1	2	3	4	5	6	7	
8	9	10	11	12	13	14	2	8	9	10	11	12	13	14	
15	16	17	18	19	20	21	Labor Day	15	16	17	18	19	20	21	20
22	23	24	25	26	27	28	3	22	23	24	25	26	27	28	20
29	30						First Day of School	29	30	31					23-27
															No School, Spring Break
															30
															No School, Teacher Preparation Day
October 2019							October	April 2020							April
Su	M	Tu	W	Th	F	Sa		Su	M	Tu	W	Th	F	Sa	
		1	2	3	4	5					1	2	3	4	
6	7	8	9	10	11	12		5	6	7	8	9	10	11	
13	14	15	16	17	18	19	17-18	12	13	14	15	16	17	18	
20	21	22	23	24	25	26	No School, Fall Break (MEA)	19	20	21	22	23	24	25	
27	28	29	30	31				26	27	28	29	30			
November 2019							November	May 2020							May
Su	M	Tu	W	Th	F	Sa		Su	M	Tu	W	Th	F	Sa	
					1	2							1	2	
3	4	5	6	7	8	9	1	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	End of First Quarter	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	4	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	No School; Teacher Preparation Day	24	25	26	27	28	29	30	25
								31							31
															No School, Memorial Day
															Graduation
December 2019							December	June 2020							June
Su	M	Tu	W	Th	F	Sa		Su	M	Tu	W	Th	F	Sa	
1	2	3	4	5	6	7			1	2	3	4	5	6	5
8	9	10	11	12	13	14		7	8	9	10	11	12	13	Last Day of School (2-hr early dismissal)
15	16	17	18	19	20	21		14	15	16	17	18	19	20	8
22	23	24	25	26	27	28	Dec 23-Jan 1	21	22	23	24	25	26	27	No School, Staff Development Day
29	30	31					Winter Break, No School	28	29	30					8-9
															Possible makeup days for students
															10-11
															Possible makeup days for teachers

**Weather make-up days:**

If school is closed 3 days, make-up day is 6/8. Staff Development day moves to 6/9.

If school is closed 4 days, make-up days are 6/8 & 6/9. Staff Development day moves to 6/11.

If additional days are cancelled, teachers only will make-up on 6/11.

Holidays, No School       Holidays

No School

No School, Teacher Preparation or Staff Development Days

**Student Days:**

Term 1: 42 days  
Term 2: 45 days  
Term 3: 38 days  
Term 4: 49 days  
TOTAL: 174 days

**Summary:**

174 student contact days  
9 non-student contract days  
4 contract days off calendar (4 conferences)  
TOTAL: 187 contract days  
87 days - first semester; 87 days - second semester

March 12, 2018

Dear Governor Dayton, Senate Majority Leader Gazelka, Speaker of the House Daudt, Senator Draheim, and Representative Bly:

The Northfield Public Schools serve approximately 4,000 students in Rice, Dakota, and Goodhue Counties. As an educational community, we have watched the recent horrific event at Marjory Stoneman Douglas High School in Parkland, Florida. We are sorrowful and angry that these kinds of unacceptable acts continue to take place at schools -- places where students should feel safe. Parents send their children to school with the expectation of safety and should not have to worry if their children will come home at the end of the day.

Political rhetoric can get in the way of meaningful action. As a locally-elected School Board representing our community, we are charged with ensuring the education, health and safety of students. We unanimously request our state government take immediate action to:

- Effectively regulate access to firearms in the interest of public safety.
- Fund public-health research on firearms-related issues.
- Fund reasonable school security enhancements, including personnel and facilities expenditures.
- Fund strong mental health support systems for children and young adults.

There are numerous data points and statistics we could share with you to support the four points above. However, it is the stories that are most powerful. The stories of Columbine, Sandy Hook, Parkland and dozens of other gun-related violent incidents on school or college campuses are compelling enough. In Minnesota, the stories of Red Lake and Rocori High Schools still reverberate in our state's culture.

Northfield Public Schools have taken action to make our schools as safe as we are able. We have:

- Increased physical security through controlled entryways at our schools.
- Expanded our staff skillset with training such as Youth Mental Health First Aid.
- Trained crisis teams using the PREPaRE framework from the National Association of School Psychologists.
- Implemented the evidence-based Second Step social/emotional learning curriculum in Grades K-8.
- Trained more than two dozen high school students to be peer helpers using a curriculum developed by the renowned Hazelden Betty Ford Foundation.
- Conducted lockdown drills in our schools.

We will continue to do our part but we need your help . It is time for you, our elected leaders, to take action. We encourage you to set aside politics and act as statesmen and stateswomen. Our state and nation need strong leadership from you at this moment in history.

Please feel free to contact our Superintendent of Schools Dr. Matt Hillmann with any questions about our Board's position and its resolve in this matter.

Sincerely,

Julie Pritchard  
Chair

Ellen Iverson, Ph.D.  
Vice-Chair

Robert Hardy, Ph.D.  
Treasurer

Noel Stratmoen  
Clerk

Margaret Colangelo  
Director

Jeff Quinnell  
Director

Amy Goerwitz  
Director

TO: Dr. Matt Hillmann, Superintendent  
FROM: Val Mertesdorf, Director of Finance *VM*  
DATE: March 12, 2018  
RE: Board Approval of Financial Reports – January 2018

We request that the Board of Education approve paid bills, payroll, bond payments, electronic funds transfers, investments and financial reports for the month of January 2018.

Bills totaling \$1,493,148.42 were paid in January 2018.

Payroll checks totaling \$2,876,297.67 were issued in January 2018.

Bond payments totaling \$5,228,817.71 were paid in January 2018.

At the end of January 2018 Total Cash and Investments amounted to \$23,467,113.55.

Wire transfers initiated by the district during January 2018:

1/2/18	\$155,205.69	From MN Trust – LTFM Bond to MSDLAF Liquid
1/25/18	\$1,000,000.00	From MN Trust – Investments to MSDLAF Liquid

The following financial reports for January 2018 are included to show the current cash and investment balances, details of disbursements and electronic funds transfers.

1. Treasurer's Report
2. Disbursement Report

January 2018 Treasurer's Report

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND	(4,108,027.98)	6,137,840.59	3,537,264.64	434,370.82	(1,073,081.21) *
FOOD SERVICE	832,946.27	186,789.62	159,539.08	2,547.39	862,744.20
COMMUNITY ED	649,755.84	335,965.12	199,795.19	(944.53)	784,981.24
CONSTRUCTION ACCOUNT	1,384.17	5.09	-	-	1,389.26
DEBT SERVICE	6,182,289.22	79,921.69	5,228,817.71	-	1,033,393.20
TRUST	133,541.19	-	2,000.00	-	131,541.19
SELF INSURANCE	5,615,441.93	300.84	470,847.18	581,250.08	5,726,145.67
<b>TOTALS</b>	<b>9,307,330.64</b>	<b>6,740,822.95</b>	<b>9,598,263.80</b>	<b>1,017,223.76</b>	<b>7,467,113.55</b>
CERTIFICATE OF DEPOSIT	17,000,000.00	-	-	(1,000,000.00)	16,000,000.00
<b>GRAND TOTALS</b>	<b>26,307,330.64</b>	<b>6,740,822.95</b>	<b>9,598,263.80</b>	<b>17,223.76</b>	<b>23,467,113.55</b>

\*General Fund includes Certificate of Deposit amount

**Disbursement Report**

ISD 659 - Northfield

January 2018

Disbursements:

Bills Paid:

General Fund	\$ 911,883.41	
Food Service Fund	79,756.49	
Community Services Fund	28,661.34	
Construction Fund	-	
Trust & Agency Fund	2,000.00	
Self Insurance Fund	<u>470,847.18</u>	
Total Bills Paid		1,493,148.42

Payroll:

General Fund	2,625,381.23	
Food Service Fund	79,782.59	
Community Services Fund	171,133.85	
Trust Fund	-	
Self Insurance Fund	<u>-</u>	
Total Payroll		2,876,297.67

Bond Payments:

Debt Redemption Fund	<u>5,228,817.71</u>	
Total Bond Payments		<u>5,228,817.71</u>
Total Disbursements		<u><u>\$9,598,263.80</u></u>

**NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT**

This agreement made this 2<sup>nd</sup> day of March, 2018, by and between Greenvale Park PTO, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

**TERMS**

\$1,990.40 donation for the Greenvale Park Elementary Spanish Books, check #5041.

Greenvale Park PTO

Donor

By: Received in Greenvale Park office

Approved by resolution of the School Board on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

INDEPENDENT SCHOOL DISTRICT No. 659

By: \_\_\_\_\_

Clerk

**NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT**

This agreement made this 2<sup>nd</sup> day of March, 2018, by and between Greenvale Park PTO, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

**TERMS**

\$1,900.00 donation for the Greenvale Park Elementary Learning A-Z subscription, check #5042.

Greenvale Park PTO

Donor

By: Received in Greenvale Park office

Approved by resolution of the School Board on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

INDEPENDENT SCHOOL DISTRICT No. 659

By: \_\_\_\_\_

Clerk

Non-exclusive

# 329

Minnesota State High School League  
2100 Freeway Blvd., Brooklyn Center, MN 55430-1735  
763-560-2262, Fax: 763.569.0499

Application for Cooperative Sponsorship

Deadline: Not later than 30 days prior to the first day of practice for that sport season.  
PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 16, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Lacrosse - Boys beginning with the 20 17 - 20 18 school year.  
(activity) (boys' or girls') (Adapted-CI or PI)

List ALL schools included in the cooperative sponsorship. Attach another form if necessary.

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Northfield	1183	Northfield	1AA	1
High School #2:	Arcadia	124	Northfield	1AA	1
High School #3:					
High School #4:					

\*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

\*\*Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?  
 Yes This application must include a review and comments from the conference(s) of which the schools are members.  
 No
- Do any of the above schools currently have a cooperative agreement in this activity?  
 Yes An application for dissolution must be submitted for the existing agreement.  
 No

3. Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About_MSHSL/Membership_Information:_A_History_&_Model_Resolution_for_School_Boards))

To provide opportunity for one student attending Arcadia Charter School.

4. List the number of students, by grade level, who participated in this activity during the previous year. If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.

	7th	8th	9th	10th	11th	12th
High School #1	0	2	14	12	7	14
High School #2	0	0	1	0	0	0
High School #3						
High School #4						

5. Team Identification: (Indicate how cooped schools should be identified in tournament programs): Northfield High School

6. Team Colors: Maroon & Gold Team Mascot: Raiders

7. Host School (school that will receive revenue share check): Northfield High School

Signed	Board of Education (or designee)	School	Date
Signed	<u>Paula E. Johnson</u>	<u>ARCADIA</u>	<u>2.27.18</u>
Signed	<u>Matthew J. Hillman</u>	<u>Northfield Schools</u>	<u>2.27.18</u>
Signed			
Signed			

Official Action of the MSHSL Board of Directors

Approved  Not Approved

Signature: David V. Stead Date: 2.27.18  
MSHSL Executive Director

							2017-2018						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	5th	8th	15th	22nd	2nd	1st	1st	2nd	1st	1st	3rd	1st	6/6/18
<b>Longfellow</b>													
Early Childhood	71	68	73	75	76	88	99	101	106	110			
<b>Total</b>	<b>71</b>	<b>68</b>	<b>73</b>	<b>75</b>	<b>76</b>	<b>88</b>	<b>99</b>	<b>101</b>	<b>106</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Greenvale Park</b>													
Grade K-2030	87	86	85	85	85	86	85	86	87	86			
Grade 1-2029	68	68	68	68	68	69	69	69	67	68			
Grade 2-2028	81	81	80	80	80	82	82	79	80	80			
Grade 3-2027	77	76	76	76	76	76	75	74	75	77			
Grade 4-2026	79	79	79	79	79	79	79	77	78	82			
Grade 5-2025	93	94	94	93	93	94	93	92	93	93			
<b>Total</b>	<b>485</b>	<b>484</b>	<b>482</b>	<b>481</b>	<b>481</b>	<b>486</b>	<b>483</b>	<b>477</b>	<b>480</b>	<b>486</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sibley</b>													
Grade K-2030	98	95	95	95	95	96	96	96	94	93			
Grade 1-2029	86	85	85	85	85	83	83	83	83	83			
Grade 2-2028	102	102	102	102	102	102	102	102	101	102			
Grade 3-2027	91	92	92	92	92	92	93	91	91	91			
Grade 4-2026	108	107	106	106	106	106	106	106	106	106			
Grade 5-2025	107	108	108	108	110	109	109	108	109	109			
<b>Total</b>	<b>592</b>	<b>589</b>	<b>588</b>	<b>588</b>	<b>590</b>	<b>588</b>	<b>589</b>	<b>586</b>	<b>584</b>	<b>584</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Bridgewater</b>													
Grade K-2030	87	87	88	88	88	88	88	92	93	95			
Grade 1-2029	97	97	97	97	97	98	99	98	98	97			
Grade 2-2028	91	91	92	93	94	94	95	94	95	95			
Grade 3-2027	113	113	113	113	113	113	111	113	112	112			
Grade 4-2026	90	90	90	90	90	90	92	92	94	93			
Grade 5-2025	113	113	113	113	113	113	113	112	112	112			
<b>Total</b>	<b>591</b>	<b>591</b>	<b>593</b>	<b>594</b>	<b>595</b>	<b>596</b>	<b>598</b>	<b>601</b>	<b>604</b>	<b>604</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Middle School</b>													
Grade 6-2024	329	329	328	327	327	326	325	325	326	327			
Grade 7-2023	307	304	304	303	302	302	302	302	301	298			
Grade 8-2022	333	330	331	330	329	329	328	329	330	330			
St. Dominics	6	6.5	6	6	6	6	6	6	6	6			
<b>Total</b>	<b>975</b>	<b>969.5</b>	<b>969</b>	<b>966</b>	<b>964</b>	<b>963</b>	<b>961</b>	<b>962</b>	<b>963</b>	<b>961</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>High School</b>													
Grade 9-2021	361	359	358	358	356	357	355	357	356	358			
Grade 10-2020	325	324	324	325	324	323	321	321	322	322			
Grade 11-2019	355	354	353	352	353	355	353	350	345	345			
Grade 12-2018	300	299	295	294	294	292	291	288	279	278			
<b>Total</b>	<b>1341</b>	<b>1336</b>	<b>1330</b>	<b>1329</b>	<b>1327</b>	<b>1327</b>	<b>1320</b>	<b>1316</b>	<b>1302</b>	<b>1303</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ALC</b>													
Grade 9-2021	1	1	2	3	3	3	3	3	4	5			
Grade 10-2020	3	3	3	5	5	6	9	9	12	16			
Grade 11-2019	15	15	16	19	19	27	29	29	34	39			
Grade 12-2018	38	43	48	51	52	59	59	61	59	67			
<b>Total</b>	<b>57</b>	<b>62</b>	<b>69</b>	<b>78</b>	<b>79</b>	<b>95</b>	<b>100</b>	<b>102</b>	<b>109</b>	<b>127</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>4112</b>	<b>4099.5</b>	<b>4104</b>	<b>4111</b>	<b>4112</b>	<b>4143</b>	<b>4150</b>	<b>4145</b>	<b>4148</b>	<b>4175</b>	<b>0</b>	<b>0</b>	<b>0</b>
Full Time only (excluding EC and Part-time/Independent Study ALC)	4028	4022	4017	4013	4012	4010	4002	3999	3999	3995			

**Longfellow**

**Early Childhood**

Banks	9
Dorey	15
Goldade	18
Kremin	10
Kruse	
O'Connor	4
Roth	7
Sawyer	1
Schnorr	6
Sorenson	11
Waters	11
Webster	2
Winter	16
<b>** TOTAL</b>	<b>110</b>

**Greenvale Park**

K	Flicek	25	
K	Hagberg	25	
K	Malecha	24	
K	Ziemann	12	
1	Landry	25	C
1	Nivala/Ennis	20	
1	Zach	23	
2	Amundson	26	C
2	Bulfer	18	
2	Johnson-McLaughlin	19	
2	Larson	17	
3	Alvarez, C	21	C
3	Conway	19	
3	Timerson	18	
3	Youngblut	19	
4	Clarey	19	
4	Dimick	19	
4	Garcia	25	C
4	Hetzel	19	
5	Alvarez, R	26	C
5	Harding	22	
5	Sickler	23	
5	Spitzack	22	
	<b>TOTAL</b>	<b>486</b>	

**Middle School**

Grade 6 -2024	327
Grade 7 (*inc. 3.5 - 1/2 day)-2023	301.5
Grade 8 (*inc. 2.5 - 1/2 day)-2022	332.5
<b>TOTAL</b>	<b>961.0</b>

**High School**

Grade 9-2021	358
Grade 10-2020	322
Grade 11-2019	345
Grade 12-2018	278
<b>TOTAL</b>	<b>1303</b>

\*12 (6) St. Dominic's students attend 1/2 day

Early Childhood**	110
Kindergarten-2030	274
Grade 1-2029	248
Grade 2-2028	277
Grade 3-2027	280
Grade 4-2026	281
Grade 5-2025	314
<b>Total K-5</b>	<b>1784</b>
<b>Total Middle School</b>	<b>961</b>
<b>Total High School</b>	<b>1303</b>
<b>GRAND TOTAL</b>	<b>4048.0</b>
ALC 9-12	127
<b>GRAND TOTAL with ALC</b>	<b>4175.0</b>

Full Time only (excluding EC and Part-time/Independent Study ALC)	3995.0
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**Sibley**

Grade	Teacher	
K	Born	24
K	Downs	23
K	Heil	23
K	Matson	23
1	Craft	19
1	Sasse	24
1	Sieger	20
1	Swenson	20
2	Baker	26
2	Seeberg	25
2	Soderlund	25
2	Spitzack	26
3	Guggisberg	24
3	Jandro	24
3	Johnson	20
3	Sweeney	23
4	Day	17
4	Fox	22
4	Haar	23
4	McManus	21
4	Rud	23
5	Baragary	29
5	Malecha	29
5	Ostermann	23
5	Stulken	28
	<b>TOTAL</b>	<b>584</b>

**Bridgewater**

K	Allison	24
K	Cade	24
K	Danielson	23
K	Tran	24
1	Charlton	24
1	Ellerbush	24
1	Hall	24
1	Lanza	25
2	Lane	23
2	Lofquist	23
2	Rubin	27
2	Schwaab	22
3	Larson	24
3	Peterson (Temple)	22
3	Ryan	22
3	Sickler	23
3	Truman	21
4	Holden	22
4	Schuster	24
4	Shepherd	24
4	Swenson	23
5	DeVries	25
5	Duchene	30
5	Kohl	27
5	Rauk	30
	<b>TOTAL</b>	<b>604</b>

ALC	F/T	**P/T	**I/S	TOTAL
Grade 9-2021	2	0	3	5
Grade 10-2020	7	0	9	16
Grade 11-2019	18	0	21	39
Grade 12-2018	30	0	37	67
<b>TOTAL</b>	<b>57</b>	<b>0</b>	<b>70</b>	<b>127</b>

Enrollments represent 100% enrolled except where indicated by \*\*  
Half day St. Dominic's students are represented by \*

**NORTHFIELD PUBLIC SCHOOLS**  
**School Board Minutes**

School Board Minutes  
February 12, 2018  
Northfield High School Media Center

- I. Call to Order  
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Colangelo was absent.
- II. Agenda Changes / Table File  
The table file was added.
- III. Public Comment  
There was none.
- IV. Approval of Minutes  
On a motion by Iverson, seconded by Goerwitz, minutes of the minutes of the Regular School Board meeting held on January 29, 2018, were unanimously approved. This meeting had been rescheduled from January 22, 2018 because of blizzard conditions.
- V. Announcements and Recognitions
  - Kieran Decker (7th grade viola), Rory Laine (9th grade violin), Rodin Lompart (7th grade viola) and Annika Richardson (9th grade violin) have been invited to participate in the 2018 Minnesota String and Orchestra Teachers Association (MNSOTA) Middle Level Honors Orchestra. Nadia Kuxhausen Ralph (8th grade viola) and Isai Martinez (8th grade bass) were selected first alternate on their instrument.
  - Prairie Creek Community School (PCCS) teacher Michelle Martin has been selected as the 2018 Elementary School Social Studies Teacher of the Year.
  - Superintendent Hillmann congratulated Northfield High School Biology teacher Jody Saxton West for being accepted by College Board as a main conference presenter at the 2018 Advanced Placement (AP) Annual Conference in Houston, July 20 and 21, 2018.
  - Superintendent Hillmann congratulated Northfield High School students who participated in the One Act Plan Showcase February 9-11, 2018. The plays are student produced, student directed, and two of the five were written by students.
  - Board Member Hardy highlighted the recent success of the NHS Music Listening Team.
- VI. Items for Discussion and Reports
  - A. Middle School Mathematics Curriculum Update: Northfield Middle School Principal Greg Gelineau and teacher Dan Meyers presented planned changes to the Mathematics curriculum pathway at the school.
  - B. Co-Curricular Additions: Superintendent Hillmann reviewed additional coaching and advising positions recommended by the Co-Curricular Committee.
  - C. Legislative Update: Superintendent Hillmann provided a preview of the 2018 legislative session and the adopted platforms for the Minnesota School Boards Association, Schools for Equity in Education, and the Minnesota Association of School Administrators.
  - D. Summary of Superintendent's Mid-Year Evaluation: School Board Chair Julie Pritchard shared her summary of the Superintendent's mid-year performance evaluation.
- VII. Superintendent's Report
  - A. Items for Individual Action

1. Resolution Requiring Administration to make Recommendations regarding Programming and Staffing for Next Year.

On a motion by Stratmoen, seconded by Iverson, the Board authorized the administration to make recommendations for additions and reductions in programs and for adding or discontinuing positions. Voting "yes" was Goerwitz, Hardy, Stratmoen, Quinnell, Iverson, and Pritchard. No one voted "no." Colangelo was absent.

2. Ratification of Employment Action.

On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved the ratification of employment action.

B. Items for Consent Grouping

On a motion by Stratmoen, seconded by Goerwitz, the Board unanimously approved the following items in the Consent Grouping.

1. Financial Reports - September 2017, October 2017, November 2017, December 2017

2. Personnel Items

3. Appointments

- a. Tristan Belzer, Winter/Spring Recreation with Community Services
- b. \*Lindsey Bertsch, Event worker for Speech at the High School
- c. Marcel Diggs, Winter/Spring Recreation with Community Services
- d. Kenneth Engen, Custodian at the High School
- e. Chelsea Mukina, Special Ed EA-PCA at Sibley
- f. Tony Rasmussen, KidVentures Site Assistant at Sibley
- g. Landon Shroyer, Assistant 9<sup>th</sup> Grade Boys Basketball Coach at the High School
- h. Jeremy Soehnlín, Winter/Spring Recreation with Community Services; Swim Aide, Class Lead, Lifeguard
- i. Khayleb Willis, Winter/Spring Recreation with Community Services
- j. Mason Zick, Winter/Spring Recreation with Community Services
- k. Randy Zick, Winter/Spring Recreation with Community Services
- l. \*Marcella Manivel, Winter/Spring Recreation with Community Services; Lifeguard Swim Aide, Class Lead
- m. Kaitlin Slama, Community School Site Assistant at Greenvale Park

4. Increase/Decrease/Change in Assignment

- a. Chelsea Mukina, Special Ed EA-PCA add .25 supervisory at Sibley
- b. Andrea Peterson, change to Long Term Substitute at Greenvale Park
- c. Paul Stanaway, add Fitness Center Coach-Spring at the Middle School
- d. Arlene Tuma, add KidVentures Site Assistant at Sibley and Greenvale Park
- e. Theresa Wilson, change to .70 FTE Business Teacher at the High School

4. Leave of Absence Requests

- a. Brigitte Tisdale, Medical Leave of Absence beginning 2/1/18 for 6 weeks.
- b. Nancy Fox, Family/Medical Leave of Absence, effective 02/12/2018-02/23/2018.

2. Retirements/Resignations/Terminations

- a. Benjamin Caduff, with Community Services, declined position effective 1/31/2018.
- b. Taylor Ernste, with Community Services, declined position effective 1/31/2018.
- c. Nancy Gunderson, Child Nutrition, retirement effective 06/08/2018.
- d. Joni Karl, Math Teacher at the High School, resignation effective at the end of 2017-2018 school year.
- e. Rachel Kelly, with Community Services, declined position effective 1/31/2018.
- f. Nora Lehmkuhl, with Community Services, declined position effective 1/31/2018.
- g. Brittney Laue, Softball Coach at the High School, resignation effective 02/06/2018.

h. Ellen Mucha, Middle School Track Coach, resignation effective 02/07/2018.

\* Conditional offers of employment are subject to successful completion of a criminal background check and Pre-work screening (if applicable)

3. Gift Agreements

The Board approved five gift agreements:

A \$1,000 donation for fee waiver from Kevin & Nan Rodgers

A \$1,952.66 donation for TORCH from Bethel Lutheran Church

A \$1,100 donation for the Backpack Program from Central Farm Service

A \$1,100 donation for the Backpack Program from Land O'Lakes

A \$1,217 donation for the Greenvale Park Elementary Snack Drive from St. John's Lutheran Church

VIII. Items for Information

A. School Board Committee Assignments: The School Board committee assignments were distributed.

B. Enrollment Report: February 2018

C. Cancellation of March 26, 2018 Board Meeting: The March 26, 2018 School Board meeting will be cancelled since it falls during the District's Spring Break.

IX. Future Meetings

A. Monday, February 26, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

B. Monday, March 12, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 8:07 p.m.

Noel Stratmoen  
School Board Clerk

**PROCEEDINGS OF THE REGULAR SCHOOL BOARD MEETING  
BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 659**

1400 Division Street South, Northfield, MN 55057

February 12, 2018 at 7:00PM, Northfield High School Media Center

**Call to Order**

Board Chair Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Colangelo was absent.

**Agenda Changes**

The table file was added.

**Approval of Minutes**

On a motion by Iverson, seconded by Goerwitz, minutes of the Regular School Board meeting held on January 29, 2018, were unanimously approved. This meeting had been rescheduled from January 22, 2018 because of blizzard conditions.

**Announcements and Recognitions**

- Kieran Decker (7th grade viola), Rory Laine (9th grade violin), Rodin Lompart (7th grade viola) and Annika Richardson (9th grade violin) have been invited to participate in the 2018 Minnesota String and Orchestra Teachers Association (MNSOTA) Middle Level Honors Orchestra. Nadia Kuxhausen Ralph (8th grade viola) and Isai Martinez (8th grade bass) were selected first alternate on their instrument.
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- Superintendent Hillmann congratulated Northfield High School students who participated in the One Act Plan Showcase February 9-11, 2018. The plays are student produced, student directed, and two of the five were written by students.
- Board Member Hardy highlighted the recent success of the NHS Music Listening Team.

**Items for Discussion and Reports**

- Northfield Middle School Principal Greg Gelneau and teacher Dan Meyers presented planned changes to the Mathematics curriculum pathway at the school.
- Superintendent Hillmann reviewed additional coaching and advising positions recommended by the Co-Curricular Committee.
- Superintendent Hillmann provided a preview of the 2018 legislative session and the adopted platforms for the Minnesota School Boards Association, Schools for Equity in Education, and the Minnesota Association of School Administrators.
- School Board Chair Pritchard shared her summary of the Superintendent's mid-year performance evaluation.

**Items for Individual Action**

Resolution Requiring Administration to make Recommendations regarding Programming and Staffing for Next Year.

In favor: Goerwitz, Hardy, Stratmoen, Quinnell, Iverson, and Pritchard. Colangelo was absent. Motion passed 6-0.

Ratification of Employment Action.

Motion passed 6-0

**Consent Agenda**

Financial Reports - September 2017, October 2017, November 2017, December 2017

Personnel Items

Gift Agreements

A \$1,000 donation for fee waiver from Kevin & Nan Rodgers

A \$1,952.66 donation for TORCH from Bethel Lutheran Church  
A \$1,100 donation for the Backpack Program from Central Farm Service  
A \$1,100 donation for the Backpack Program from Land O'Lakes  
A \$1,217 donation for the Greenvale Park Elementary Snack Drive from St. John's Lutheran Church  
Motion by Stratmoen, seconded by Goerwitz, to approve consent agenda. Motion passed 6-0.

**Adjournment**

Motion by Stratmoen, seconded by Quinnell, to adjourn at 8:07 p.m.

The above is a summary of meeting proceedings. The complete minutes and all documents relating to this meeting are available on the district website at [www.northfieldschools.org](http://www.northfieldschools.org)

SAMPLE