

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

April 9, 2018

Northfield High School Media Center

- I. 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: Colangelo, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen.
- II. Agenda Changes / Table File  
Table file was added.
- III. Public Comment  
No public comment.
- IV. Approval of Minutes  
On a motion by Colangelo, seconded by Quinnell, minutes of the Regular School Board meeting held on March 12, 2018, and minutes of the Special School Board meeting held on March 27, 2018 were unanimously approved.
- V. Announcements and Recognitions
  - Northfield Public Schools is a 2018 School Finance Award Recipient for 2017 Financial Reporting. The School Finance Award is awarded annually by the Minnesota Department of Education (MDE), Division of School Finance, to recognize schools for meeting statutory deadlines for submission of audited fiscal financial data and reporting criteria.
  - “Mayor for a Day Essay Contest” winners included three Northfield Public School students: Madysen Sevcik, 5th grader at Bridgewater, Lola McCarty, 5th grader at Sibley, and Ben Flory, 4th grader at Sibley. These students received their awards at the State of the City Address given by Mayor Pownell on March 19.
  - The 2018 Ethics Award was developed to recognize a junior or senior high school student who exhibits high ethical standards. This award was presented to Northfield senior Siri Hoff by Principal Joel Leer at the State of the City Address.
- VI. Items for Discussion and Reports
  - A. Peer Helper Update. Northfield High School School Psychologist Carrie Duba presented an update about the Northfield High School “Students Supporting Students” program. Twenty-six students have been trained by the Hazelden Betty Ford Clinic to provide emotional support for their peers. These students have logged over 100 connections since their training in October.
  - B. Additional Licensed Special Education Staff for 2018-2019. Director of Special Services Cheryl Hall presented a proposal to hire additional licensed special education staff for school year 2018-2019 due to an increase in the number of Special Education students.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Summary of Board Minutes for Publication.  
On a motion by Iverson, seconded by Colangelo, the Board unanimously directed that a summary of the Board proceedings be published in the official newspaper of the District, conforming to the requirements of M.S. 331A.01, subdivision 10.
    2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.  
On a motion by Stratmoen, seconded by Hardy, the Board unanimously adopted the Resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teachers listed, effective at the end of the 2017-2018 school year. Voting “yes” was Goerwitz, Hardy, Stratmoen, Quinnell, Colangelo, Iverson, and Pritchard. No one voted “no”.

3. Additional English Learners Educational Assistant at the Middle School Through June 10, 2018.

On a motion by Iverson, seconded by Colangelo, the Board unanimously approved the addition of an Educational Assistant for the English Learners program at the Middle School until the end of the 2017-2018 school year.

B. Items for Consent Grouping

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

1. Gift Agreement.

The Board approved one gift agreement:

- A \$2,620.11 donation for the Greenvale Park Elementary S.T.E.A.M. carts and contents.

2. Personnel Items

a) Appointments

- (1) Flavia Berg, Long Term Substitute Early Childhood Teacher for 30 hours/week at the NCRC, beginning 04/09/2018-05/25/2018; \$27.49/hr.
- (2) Lesley Bush, 1.0 FTE Long Term Substitute 5<sup>th</sup> Grade Teacher at Bridgewater, beginning on or about 04/09/2018-06/11/2018; BA, Step 6
- (3) Margaret Christensen, Long Term Substitute CNA I for 3.75 hours/day at Greenvale Park, beginning 04/04/2018-05/23/2018; Sub Rate \$13.06/hr.
- (4) Meckenzie Dahle, 1.0 FTE Long Term Substitute EL Teacher at the Middle School, beginning on or about 04/18/2018-06/11/2018; BA, Step 1
- (5) Fernando Dominguez, Spring Recreation for 3 hours/day on Saturday's with Community Services, beginning 04/07/2018-05/31/2018; \$9.65/hr.
- (6) Nils Haugen, Assistant Boys Lacrosse Coach for 2.5 hours/day at the High School, effective 04/02/2018-06/16/2018; Level H, Step 4-50% Stipend.
- (7) Danielle Johnson, Long Term Substitute EL EA for 6.5 hours/day at the High School, beginning 04/03/2018-05/18/2018; Gen Ed Step 2-\$15.08/hr.
- (8) Taylor Phillips, 1.0 FTE Long Term Substitute English Teacher at the High School, beginning 03/21/2018-06/11/2018; BA, Step 3
- (9) Brynn Puppe, Targeted Services Summer PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 06/18/2018-08/02/2018; Step 1-\$12.56/hr.
- (10) \*Daniel Loesch, Event Worker with the District, beginning 04/09/2018.
- (11) Patrick Mullins, Spring Recreation for 3 hours/day on Saturday's with Community Services, beginning 04/07/2018-05/31/2018; \$9.65/hr.
- (12) Janet Smith, 1.0 FTE Mathematics Teacher at the High School, beginning 08/27/2018; MA, Step 15
- (13) Brynne Stellner, Building Supervisor with Community Services, beginning 04/04/2018; \$15.50/hr.
- (14) Ella Stromme, Targeted Services Summer PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
- (15) Correction: Katrina Warner, Targeted Services Summer PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Step 3-\$13.22/hr.
- (16) Jeffrey Wright, Assistant Boys Lacrosse Coach for 2.5 hours/day at the High School, effective 04/02/2018-06/16/2018; Level H, Step 4-50% Stipend.
- (17) Tony Daza, Targeted Services Summer BLAST Teacher for up to 5.5 hours/day at the Middle School, beginning 06/14/2018-07/26/2018. Yr. 1-\$27.11/hr.
- (18) Sandra Fjelde, 1.0 FTE Technology Specialist District Wide, beginning 4/11/2018; \$54,559 - prorated for 2017-18 + Step 4; \$2,000-prorated for 2017-18.
- (19) Marianne Moser, 1.0 FTE General Education EA at the High School, beginning 04/12/2018; Gen Ed-Step 1-\$14.74/hr.
- (20) Kayla Tietz, CNA I for 3.75 hours/day at the Middle School, beginning 4/13/2018; \$16.83/hr.

b) Increase/Decrease/Change in Assignment

- (1) Charlie Alvarez, Teacher at Greenvale Park, add Community School Club Leader for 3.5 hours/day at Greenvale Park, effective 03/27/2018-06/08/2018; \$20.49/hr.

- (2) Mark Auge, Teacher at the High School, add Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step pay
- (3) Ashley Baker, Teacher at Sibley, add Target Services Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 1-\$27.11/hr.
- (4) Ashley Baker, Teacher at Sibley, add Event Worker with the District, effective 03/26/2018.
- (5) Nives Bakic, EA at the Middle School, add Target Services Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/18/2018-08/02/2018; Step 1-\$12.56/hr.
- (6) Stephanie Balma, Teacher at Longfellow, add Target Services Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 1-\$27.11/hr.
- (7) Renee Burnham, Teacher at the ALC, add Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step pay
- (8) Anne Campbell Teacher at the High School, add Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step pay
- (9) Sonya Ehmer, Site Lead at Sibley, add Target Services 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) Stephanie Ennis, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day Mon.-Thur. at Greenvale Park, effective 06/14/2018-08/2/2018; Yr. 2.-\$27.11/hr.
- (11) Dylan Golla, 1.0 FTE Long Term Substitute Sped SLD Teacher at the High School, extending contract for the 2018-2019 school year.
- (12) Robbin Hedberg, EA at the Middle School, add Targeted Services Summer Journey Site Assistant for up to 6 hours/day at Greenvale Park, effective 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
- (13) Kristin G Johnson, District Substitute, add Targeted Services Summer Journey Teacher for up to 3 hours/day Mon.-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 1-\$27.11/hr.
- (14) Jill Kohel, Teacher at the High School, add ALC Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step
- (15) Marcy Korynta, 1.0 FTE School Psychologist at the High School and ALC, change to .75 FTE School Psychologist at the High School, effective 08/27/2018.
- (16) Jennifer Link, Teacher at the Middle School, add Summer BLAST Teacher for up to 5.5 hours/day Mon.-Thur. at the Middle School, effective 06/14/2018-08/2/2018; Yr. 1.-\$27.11/hr.
- (17) Carolyn Manderfeld, Targeted Services Teacher at Greenvale Park, add Community School Site Assistant for 3 hours/day Tues. and Thurs. at Greenvale Park, effective 04/03/2018-06/08/2018; Step 1-\$12.56/hr.
- (18) Cheryl Mathison, Teacher at the ALC, add Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step pay
- (19) Betsy McLaughlin, .50 FTE Grade 2 Long Term Substitute Teacher at Greenvale Park, change to 1.0 FTE Elementary Teacher-grade level TBD at Greenvale Park, effective 08/27/2018.
- (20) Danice Mendez Ascencio, Targeted Services Student Site Assistant at Greenvale Park, add Community School Student Site Assistant for up to 8 hours/day at Greenvale Park, effective 03/27/2018-06/08/2018; \$9.65/hr.
- (21) Curt Mikkelson, Teacher at the Middle School, add Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step pay
- (22) Chelsea Mukina, SpEd for 6.80 FTE and Supervisory .25 FTE at Sibley, change to SpEd for 6.80 FTE at Sibley, effective 03/19/2018-06/11/2018.
- (23) Anna Ochs, EA at the High School, add Targeted Services Summer Journey Site Assistant for up to 6 hours/day at Greenvale Park, effective 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
- (24) Brynne Stellner, Teacher at the High School, add Assistant Boys & Girls Track Coach at the High School, effective 03/21/2018-06/09/2018; Level F, Step 1
- (25) Eric Swan McDonald, Teacher at the ALC, add Summer School Teacher for up to 4.5 hours/day M-Thur. at the ALC, effective 06/12/2018-07/26/2018; Lane/Step pay

- (26) Erik Swenson, Teacher at Bridgewater, add Target Services Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/18/2018-08/02/2018; Yr. 4-\$27.73/hr.
  - (27) Jaelyn Swenson, Student Site Assistant with Community Services, add Summer PLUS Student Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Student \$9.65/hr.
  - (28) Diane Torbenson, Teacher at Greenvale Park, add Target Services Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/18/2018-08/02/2018; Yr. 5-\$27.73/hr.
  - (29) Matt Walsh, Site Assistant at the Middle School, add Targeted Services Summer BLAST Site Assistant for up to 5.5 hours/day Mon.-Thurs. at the Middle School and Carleton, effective 06/14/2018-07/27/2018; Step 2-\$12.89/hr.
  - (30) Jon Whitney, 1.0 FTE Long Term Substitute Social Studies Teacher at the High School, change to .60 FTE Social Studies Teacher, ongoing and .40 FTE Long Term Substitute Teacher for the 2018-19 school year, effective 8/27/2018-06/07/2019 LTS.
- c) Leave of Absence Requests
- (1) Charlie Alvarez, Teacher at Greenvale Park, Family/Medical Leave Childcare effective on or about 05/11/2018 for 12 work days.
  - (2) Amy Dorey, Teacher at Longfellow, Family/Medical Leave Childcare, effective on or about 07/28/2018-11/23/2018.
  - (3) Mary Huberg, Office Specialist at Longfellow, Family/Medical Leave of Absence effective 02/08/2018-on intermittent basis for up to 60 work days.
  - (4) Shari Karlsrud, Teacher at the High School, Family/Medical Leave of Absence, effective 04/19/2018-05/18/2018.
  - (5) Nicole Papke, Title 1 Teacher at Greenvale Park, Family/Medical Leave of Absence, effective 04/06/2018-04/26/2018.
  - (6) Lori Warner, OT with the district, Family/Medical Leave of Absence, effective 03/22/2018-on an intermittent basis for up to 60 work days.
- d) Retirements/Resignations/Terminations
- (1) Ken Drivdahl, Nordic Ski Coach at the High School, resignation effective 03/21/2018.
  - (2) Annette Hakala, Technology Specialist, termination of employment effective 4/3/18.
  - (3) Len Kallsen, Educational Assistant at the High School, resignation effective 04/09/2018.
  - (4) Brenda Kragseth, Media EA at the High School, resignation effective 04/16/2018.
  - (5) Jacqueline Magnuson, Teacher at the Middle School, retirement effective 06/12/2018.
  - (6) Julie Omalza, Child Nutrition Associate at the Middle School, resignation effective 04/09/2018.
  - (7) Catherine Penning, Choir Teacher at the Middle School, retirement effective 06/12/2018.
  - (8) Cheryl Strike, Mentoring Specialist with Community Services, resignation effective 05/28/2018.
  - (9) Mary Wojick, Physical Education Teacher at Greenvale Park, retirement effective 06/12/2018.
  - (10) Katlyn Clark, KidVentures Site Assistant, resignation effective 03/02/2018.

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

### 3. Grant Application Approval

The Board approved a \$25,000 grant request from Northfield Healthy Community Initiative. This grant is through HCI (Strive Funds) to support the District's continuous improvement framework and will help fund a substantial portion of the contract with Studer Group.

## VIII. Items for Information

- A. Enrollment Report: April 2018.
- B. Facilities Action Team Update: Superintendent Hillmann gave an update on the Facilities Action Team. A team of more than 30 community members has been invited to participate in three sessions to review the adopted Master Facilities Plan and its future direction. The discussions will include currently identified projects and potential timelines. Meetings are scheduled on April 16 at the Greenvale Park Media Center, April 24 at the Northfield High School Media Center, and on April 30 at the Greenvale Park Media Center. All sessions will be held from 7 pm - 9 pm. The Facilities Action Team will conclude with a recommendation to the Board for next steps in the Master Facilities Plan.

- C. School Cancellations Update: Superintendent Hillmann gave an update on school cancellations. Previous closures necessitates a student makeup day on June 8, 2018. The full-day closure on April 3, 2018, results in adding a teacher-only makeup day on June 11, 2018. We will begin research on e-Learning strategies which are online learning management systems used in lieu of calling a snow day.

IX. Future Meetings

- A. Monday, April 23, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, May 14, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Tuesday May 29, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Hardy, the Board adjourned at 8:41 p.m.

Noel Stratmoen  
School Board Clerk