

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, April 9, 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. Peer Helper Update
 - B. Additional Licensed Special Education Staff for 2018-2019
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Summary of Board Minutes for Publication
 2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.
 3. Additional English Learners Educational Assistant at the Middle School Through June 10, 2018.
 - B. Items for Consent Grouping
 1. Gift Agreements
 2. Personnel Items
- VIII. Items for Information
 - A. Enrollment Report
 - B. Facilities Action Team Update
 - C. School Cancellations Update
- 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

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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

Minutes of the Regular School Board meeting held on March 12, 2018, are enclosed.
Minutes of the Special School Board meeting held on March 27, 2018, are enclosed.
- V. Announcements and Recognitions
- VI. Items for Discussion and Reports
 - A. Peer Helper Update. Northfield High School School Psychologist Carrie Duba will present an update about the Northfield High School “Students Supporting Students” program. Twenty-six students were 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 will present a proposal to hire additional licensed special education staff for school year 2018-2019 due to an increase in Special Education students.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Summary of Board Minutes for Publication. At the March 12, 2018, Board meeting, Superintendent Hillmann shared a strategy to publish a more concise summary of the Board meeting minutes in the District's official newspaper. M.S. 331A.01, subdivision 10 says “A summary of Board proceedings is an accurate and intelligible abstract or synopsis of the essential elements of the proceedings, ordinances, resolutions, financial statements, and other official actions of the Board. It shall be written in a clear and coherent manner, and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall

clearly indicate that the published material is only a summary and that the full text is available for public inspection at a designated location or by standard or electronic mail.” Sample minutes using the current minutes publication approach and the proposed strategy are included in the Board packet.

Superintendent’s Recommendation: Motion to direct 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. The Board is requested to adopt the enclosed Resolution related to the termination and non-renewal of the teaching contract of the following probationary licensed teachers effective at the end of the 2017-2018 school year.

<u>Name</u>	<u>FTE</u>	<u>Position</u>
Conway, Amy	1.0	Grade 3
Klein, Katherine	.40	Science
Lundquist, Alysha	1.0	Grade 6
McWilliams, Bruce	.40	Band
Peterson, Betsy	1.0	Grade 3
Pfieffer, Elizabeth	1.0	Special Education
Reiman, Sandra	.50	Reading/Math Support

Superintendent’s Recommendation: Motion to adopt the Resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teachers listed above effective at the end of the 2017-2018.

3. Additional English Learners Educational Assistant at the Middle School Through June 10, 2018. Director of Teaching and Learning requests the addition of an educational assistant to the English Learners program at the Middle School through the end of the 2017-18 school year due to the need for language support as new-to-country students learn English and adjust to school in Minnesota

Superintendent’s Recommendation: Motion to approve the addition of an Educational Assistant for the English Learners program at the Middle School until the end of the 2017-18 school year.

B. Items for Consent Grouping

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

1. Gift Agreement.
The School Board is asked to approve 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 5th 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.
- 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) Jaclyn 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.
- 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.

** 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 April 2018 is included in the packet.
- B. Facilities Action Team Update: Superintendent Hillmann will give an update on the Facilities Action Team. A team of more than 30 community members have been invited to participate in three sessions to review the adopted Master Facilities Plan and its future direction. The discussion 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 will give an update on school cancellations. Previous closures necessitated 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.

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

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

March 12, 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 Hardy, seconded by Iverson, minutes of the Regular School Board meeting held on February 26, 2018, were unanimously approved.

- V. Announcements and Recognitions
 - Congratulations to 8th grade middle school student Ava Becken for coming in grand champion at the second round of spelling bee regionals in Rochester. Ava and her family will be traveling to Washington DC in late May so she can compete in the National Spelling Bee. Ava's winning word was TRITURATE.
 - Congratulations to Junior Logan Ledman, who competed in the Veterans of Foreign Wars (VFW) National Voice of Democracy competition in Washington DC on Monday, March 5. Logan took 7th place with his essay and speech titled "American History, Our Hope for the Future".

- VI. Items for Discussion and Reports
 - A. Teenagers & Sleep Presentation. Dr. Bryan Hoff presented research on teenagers and sleep, and how later school start times could provide academic, social, and emotional benefits. This presentation was the beginning of a longer discussion about how teenagers' changing sleep patterns impact their learning.

- VII. Superintendent's Report
 - A. Items for Individual Action
 - 1. 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets.
On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved 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.
On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved expanding the contingency fund from 4.0 FTE to 6.0 FTE beginning with the 2018-19 school year.

 - 3. 2019-2020 School Year Calendar.
On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the 2019-2020 school year calendar.

 - 4. Authorize Collective Letter to Legislators Regarding School Safety Measures.
On a motion by Hardy, seconded by Goerwitz, the Board unanimously authorized the submission of the Board's collective letter to legislators regarding school safety measures.

B. Items for Consent Grouping

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

1. Financial Report - January 2018.

The Board approved 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 Board approved 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.

The Board approved 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.
- (6) Eileen King, Building Supervisor for up to 10 hours/week with Community Services, beginning 03/10/2018; \$15.50/hr.
- (7) Deborah Massey, Targeted Services PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Yr. 2-\$27.11/hr.
- (8) Amy Niebur, Targeted Services PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Yr. 3-\$27.11/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 2nd 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.
- (28) Robert Benson, EA at Sibley, 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.
- (29) Marissa Gallardo, Student Site Assistant, add Summer PLUS Student Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; \$9.65/hr.
- (30) Amanda Heinritz, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
- (31) Matti Prayfrock, Site Assistant with Community Services, 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.
- (32) Anna Rubin, 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. 3-\$27.11/hr.
- (33) Jodie Rud, 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. 2-\$27.11/hr.
- (34) Ann Schmidt, CNA II and CNA III at the High School, add Summer CNA for 4 days/wk at Greenvale Park, effective 06/15/2018-08/03/2018; \$16.52/hr.
- (35) Josh Spitzack, 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. 4-\$27.73/hr.
- (36) Dee Tomczik, 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.
- (37) Karl Viesselman, Assistant Boys/Girls Track Coach at the High School, change to Interim Head Girls Track Coach at the High School, effective 03/12/2018-06/15/2018; Level A, Step 5

(38) Margaret Wille, Site Assistant with Community Services, 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.

(39) Kate Woodstrup, 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. 8-\$28.22/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.
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- (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.
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- (3) Correction: Bruce Dybvik, Technology Specialist at the High School, retirement date has been changed from 08/31/2018 to 07/15/2018.

5. Grant Application Approval

The Board approved a \$36,100 grant request for PRIMEtime to help fund after school and summer enrichment to over 850 Northfield youth in grades K-8 from July 1, 2018 - June 30, 2019.

VIII. Items for Information

A. Enrollment Report: March 2018.

B. Summary Minutes: Superintendent Hillmann reviewed a possible change to “Summary Minutes” for printed publication. A board may choose to publish a summary of a board meeting rather than the entire minutes. The summary must be accurate, clear, coherent, and include the “essential elements” of resolutions, financial statements, and other official actions. This will be an item for action at the April 9, 2018 Board meeting.

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

On a motion by Quinnell, seconded by Iverson, the Board adjourned at 8:20 p.m.

Noel Stratmoen
School Board Clerk

NORTHFIELD PUBLIC SCHOOLS

Special School Board Meeting Minutes

March 27, 2018

Northfield High School District Office Conference Room

I. Call to Order

Vice Chair Iverson called the Special Meeting of the Northfield Board of Education of Independent School District 659 to order at 4:00 p.m. Present: Quinnell, Stratmoen, Hardy and Iverson. Absent: Colangelo, Goerwitz and Pritchard.

II. Consent Agenda

There were no changes to the Consent Agenda. On a motion by Hardy, seconded by Stratmoen, the Board unanimously approved the following item on the Consent Agenda.

A. Approval of resignation by agreement.

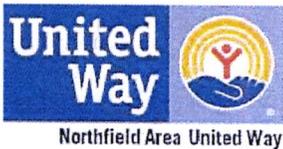
III. Adjournment

On a motion by Quinnell, seconded by Hardy, the Board adjourned at 4:02 p.m.

Noel Stratmoen
School Board Clerk



NHS Students Supporting (and Coaching) Students



Mayor's Task Force on Youth
Alcohol & Drug Use



Student Support and Academic
Enrichment Grant Program



Report to School Board 4/9/2018

We as SSS are a group of Students dedicated to improving the ~~culture~~^{dynamic} of our community by supporting our peers through honest and confidential conversation

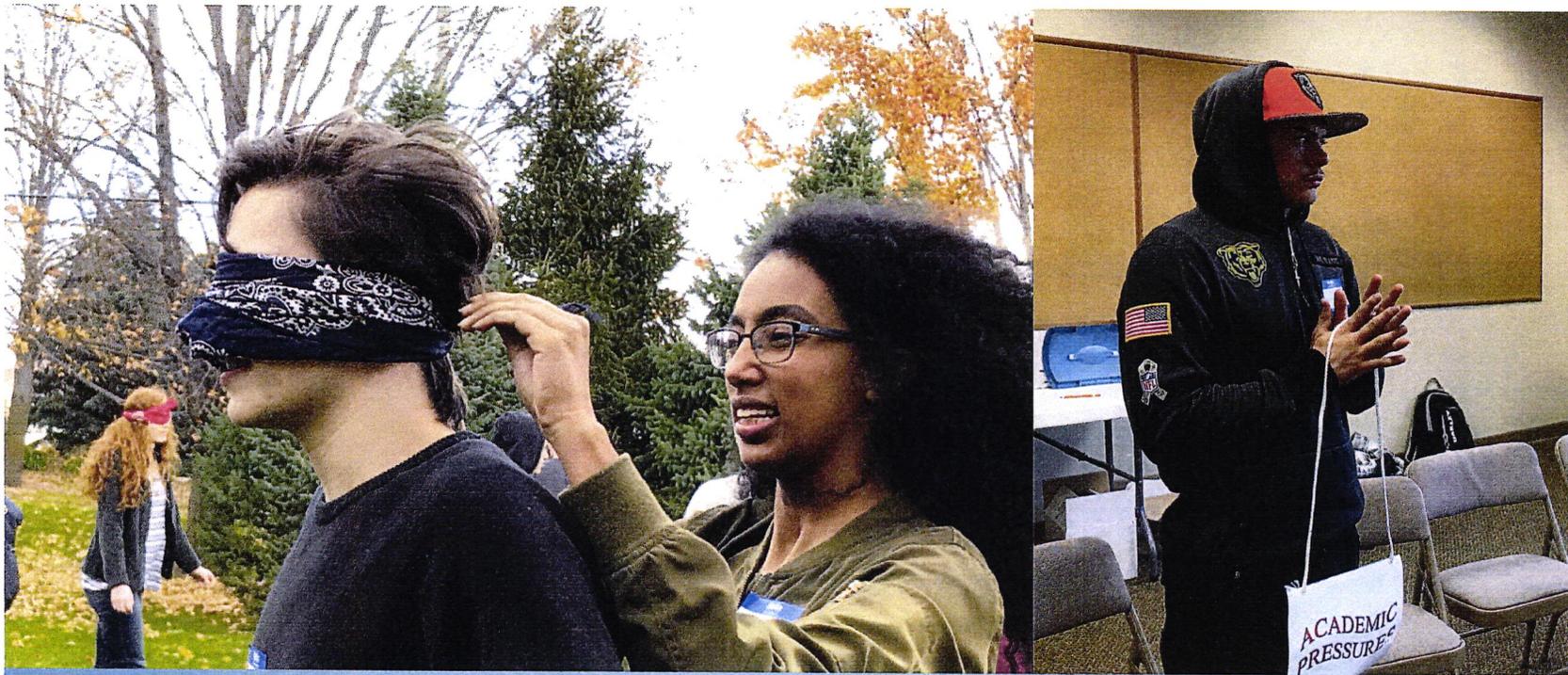
We as **Students Supporting Students** are a group of students dedicated to improving the **culture** dynamic of our community by supporting our peers through honest and confidential conversation.



- Polled all NHS students at class meetings
- **Twenty-seven** students invited and accepted.
- Balanced for grade - five 9th, six 10th, seven 11th, eight 12th
- Balanced for gender - 44% male, 56% female
- Included fluent Spanish speakers



- Five adult advisors: **Ray Coudret**, teacher, **Kathy Wiertsema-Miller**, Counselor, **Kari Prestemon**, School Social Worker, **Meleah Follen**, Youth Engagement Coordinator[HCI], **Greg Gianopoulos**, Promise Fellow, **Carrie Duba**, School Psychologist
- Two full days of initial training - October
- Hazelden/Betty Ford trained - Assistant Principal in Hudson, Social Studies teacher Stillwater



Training topics included:

- Peer helping IS....Peer helping ISN't...
- Listener vs fixer
- What is confidentiality - and what are its limits
- When, how and to whom do you make referrals - what is your school support system?
- Process and logistics
- SELF-CARE, Supporting one another, getting your needs met

- May be room-based for drop in or intentional pairing
- May be informal self-selecting and arranging
- Scheduling options - Calendly
- Reporting Form
- Monthly meetings/training: strategies for helping, self-care



NHS Support Scheduler

Please select a program below to arrange a time

Academic Student Coaching

Meet with an Academic Student Coach for homework help, studying for tests, etc.

Students Supporting Students

Meet with a peer listener during the school day. If you would like to arrange a time outside of school, please stop by the Study Center :)

Test Reading

Take a quiz/test with a test reader

Testing in the Study Center

Take a quiz/test in the Study Center [no test reader]

Meditation or Yoga

Meet with Greg (Study Center) or Katie (TORCH) for an introductory mindfulness practice

Quiet Space to Study

Study independently or with a group in the Study Center (room S120)

Students Supporting Students

🕒 07:50am - Wednesday, April 11, 2016

🌐 Central Time - US & Canada

📍 Meet with a peer listener during the school day. If you would like to arrange a time outside of school, please stop by the Study Center :)

📍 Study Center (Room S120)

Enter Details

Full Name *

Your e-mail address *

Requested age of peer listener *

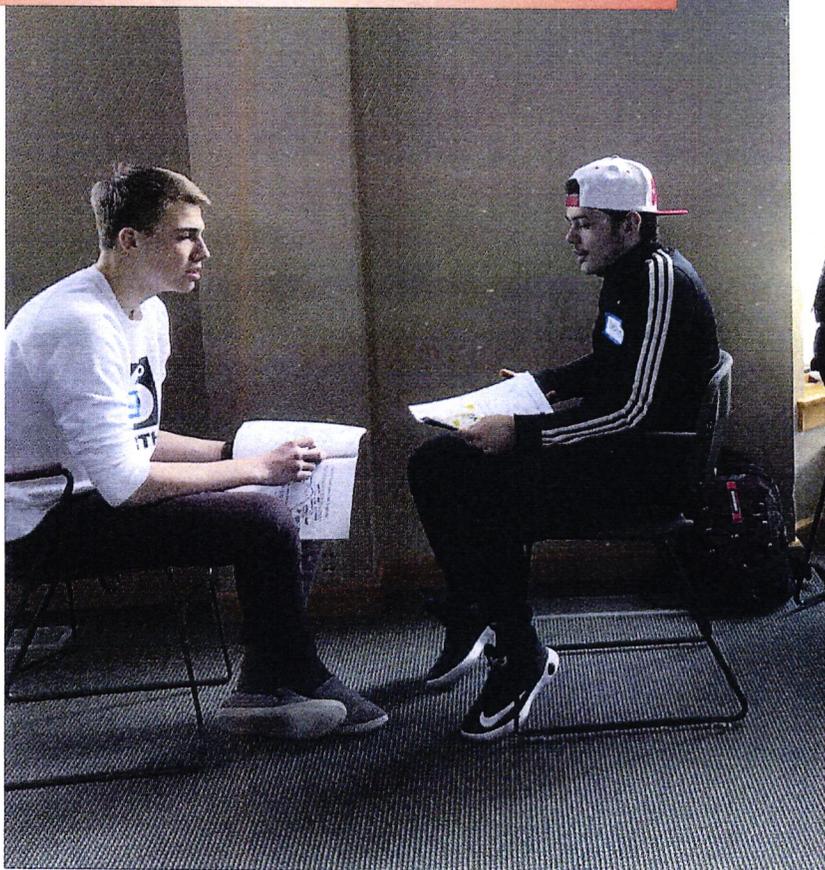
- 9th grade
- 10th grade
- 11th grade
- 12th grade
- No preference

Below you may request to meet with a particular SSS team member (optional) [♦ indicates fluency in Spanish]

- Anders Larson (9th)
- Annie Frank (9th)
- Brie Forster (12th)
- Carlos Bañuelos (10th)
- Cassie Hindman (10th)
- Charlie Pratt (9th)
- Cole Glassing (12th)
- Delina Halleab (12th)



Students are natural helpers encouraged to use skills with their natural and immediate peer groups.

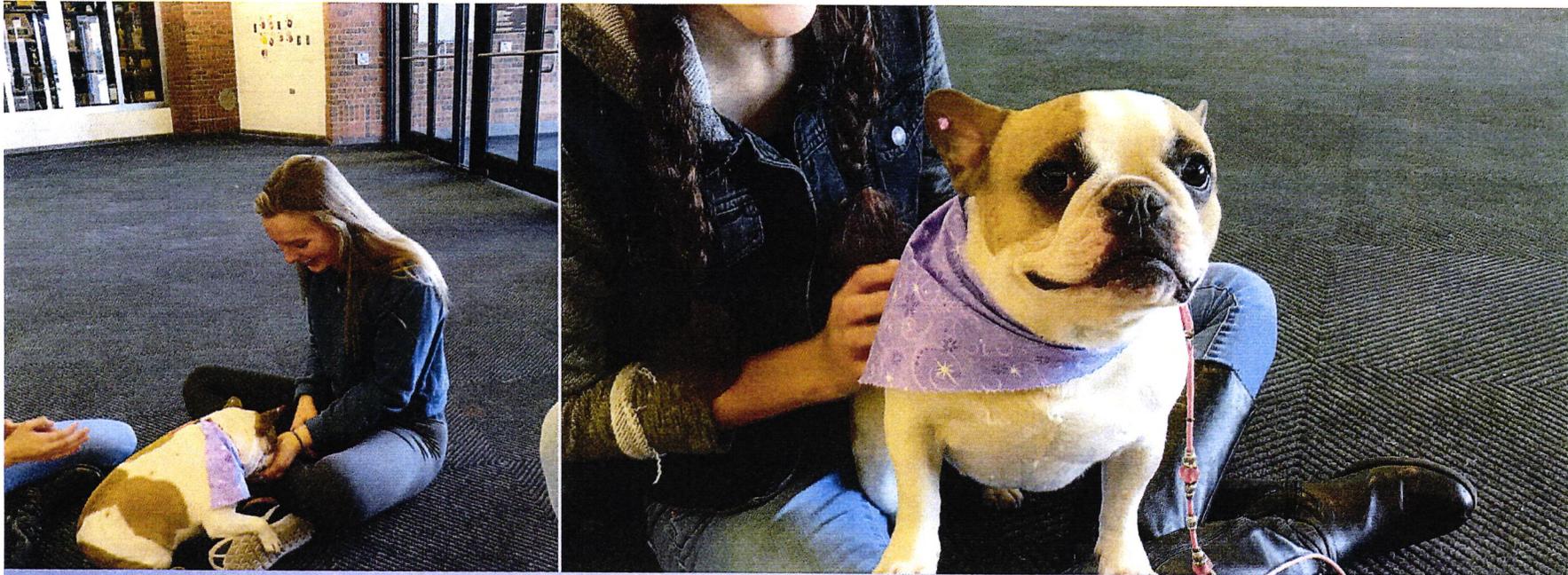


Students may be paired but with an adult present for support and check-in.

Time of day	Format	Style	Topic	Further action
2018 During school	Informal - spontaneous	Face to face	peer relationship	Not applicable
2018 Evening	Informal - spontaneous	Face to face	mental health	Not applicable
2018 Evening	Informal - spontaneous	Face to face	peer relationship, family concerns, mental health	Not applicable
2018 During school	Informal - spontaneous	Face to face	school related stress	Not applicable
2018 After school	Informal - spontaneous	Face to face	peer relationship	Not applicable
2018 Evening	Informal - spontaneous	Face to face	peer relationship, family concerns, mental health, school related stress	Check-in date set
2018 Weekend	Informal - spontaneous	Face to face	peer relationship, mental health, school related stress	Not applicable
2018 During school	Informal - spontaneous	Face to face	peer relationship, mental health	Check-in date set
2018 During school	Scheduled	Face to face	family concerns, mental health, chemical health, school related stress	Check-in date set
2018 Evening	Scheduled	Phone	mental health, school related stress	Check-in date set
2018 Evening	Informal - spontaneous	Face to face	family concerns	Not applicable
2018 After school	Scheduled	Face to face	mental health, school related stress	Not applicable
2018 Weekend	Informal - spontaneous	Face to face	school related stress	Not applicable
2018 During school	Informal - spontaneous	Face to face	peer relationship, mental health	Check-in date set
2018 Evening	Informal - spontaneous	Electronic	peer relationship	Not applicable
2018 Spring Break	Informal - spontaneous	Electronic	mental health	Check-in date set
2018 Spring Break	Scheduled	Face to face	school related stress	Check-in date set
2018 Spring Break	Informal - spontaneous	Face to face	peer relationship	Not applicable



*“Hey, I just got done with my first scheduled SSS meeting and I wanted to give you some feedback on how it went! We met first hour and talked for about 25 minutes....I don't believe either of us knew what to expect from this, but it did go way better than I would have expected. ... I will stay open enough to where they can speak to me when needed. This is a really good program overall, even if I do not have a lot of scheduled meetings, I still can use the knowledge from each meeting in my every day life. I also wanted to **thank you and the rest of the adults involved for your time and energy put into building this group up. I can't wait to see where it goes from here!**”*



Public health approach/model for mental wellness - are students languishing or are they flourishing?

Programs/practices include:

- SSS
- Visiting dogs
- ASC
- Raider Nation
- Mindfulness training for core group of 10 teachers
- LINK



Next Steps:

- Continue to build awareness/publicity
- Solidify process and logistics
- Identify new candidates
- Training - partner with the NUY
- Monitor our data - DAP and MN Student Survey, the Student Engagement Inventory, feedback, reporting forms



Questions

MEMORANDUM

TO: School Board Members

FROM: Cheryl Hall

DATE: April 4, 2018

RE: Request to hire additional licensed Special Education Staff for SY 2018-19

Consider approval of the following FTE increase for licensed special staff required to provide services for students in special education programs. The additional 2.45 Licensed Special Education FTE is required to meet the caseload limits set in MN Rule 3525.234, district policy and is supported by the workload analysis completed for the 2018-19 school year. The district's special education December 1, 2017 child count has increased over the last year from 575 to 623 students Birth- age21.

The total projected cost of salary and benefits of the additional positions is \$213,454. with approximately 55% of the expenditures reimbursed through special education revenue for a net cost of \$117,400.

Building	Position	FTE	Rationale
Bridgewater	Special Education Resource Teacher	1.0	Meet required caseload/Workload limits
Middle School	Special Education ASD/NB Teacher	1.0	Meet Required caseload/Workload limits
High School	Special Education Resource Teacher	0.2	Meet required caseload/Workload Limits
Longfellow	School Social Work- ECSE	0.25	Meet the required related services for increased ECSE student numbers.

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

March 12, 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 Hardy, seconded by Iverson, minutes of the Regular School Board meeting held on February 26, 2018, were unanimously approved.
- V. Announcements and Recognitions
 - Eighth grade middle school student Ava Becken was grand champion at the second round of spelling bee regionals in Rochester and will compete in the National Spelling Bee Contest in Washington DC.
 - Junior Logan Ledman competed in the Veterans of Foreign Wars (VFW) National Voice of Democracy competition in Washington DC and took 7th place with his essay and speech titled “American History, Our Hope for the Future”.
- VI. Items for Discussion and Reports
 - A. Teenagers & Sleep Presentation. Dr. Bryan Hoff presented research on teenagers and sleep, and how later school start times could provide academic, social, and emotional benefits. This presentation was the beginning of a longer discussion about how teenagers’ changing sleep patterns impact their learning.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets.
On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved 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.
On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved expanding the contingency fund from 4.0 FTE to 6.0 FTE beginning with the 2018-19 school year.
 3. 2019-2020 School Year Calendar.
On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the 2019-2020 school year calendar.
 4. Authorize Collective Letter to Legislators Regarding School Safety Measures.
On a motion by Hardy, seconded by Goerwitz, the Board unanimously approved the submission of the Board’s collective letter to legislators regarding school safety measures.
 - B. Items for Consent Grouping
On a motion by Colangelo, seconded by Hardy, the Board unanimously approved the following items listed under the Consent Grouping.

1. Financial Report - January 2018.

The Board approved 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 Board approved 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.

The Board approved 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
- (2) Kristi Huettl, Summer PLUS Teacher at Greenvale Park
- (3) Ava O'Hara-Brantner, Spring Recreation with Community Services
- (4) Richard Truman, Behind the Wheel Instructor with Community Services
- (5) Katrina Warner, Summer PLUS Site Assistant at Greenvale Park
- (6) Eileen King, Building Supervisor with Community Services
- (7) Deborah Massey, Targeted Services PLUS Teacher at Greenvale Park
- (8) Amy Niebur, Targeted Services PLUS Teacher at Greenvale Park

b) Increase/Decrease/Change in Assignment

- (1) Charlie Alvarez, add Summer PLUS Teacher at Greenvale Park
- (2) Sheila Atkinson, add Summer PLUS Site Assistant at Greenvale Park
- (3) Ritva Barsness, change to CNA III at Greenvale Park
- (4) Elizabeth Brewer, add Summer PLUS Site Assistant at Greenvale Park
- (5) Matthew Crase, add Assistant Track Coach at the Middle School
- (6) Meckenzie Dahle, add Assistant Track Coach at the Middle School
- (7) Janet Gannon, add Summer PLUS Site Assistant at Greenvale Park
- (8) Robert Garcia, add Summer PLUS Teacher at Greenvale Park
- (9) Michael Garlitz, add Summer PLUS Site Assistant at Greenvale Park
- (10) Cecelia Green, add Summer CN Lead at Greenvale Park
- (11) Jackie Groth (Tuma), add Summer PLUS Site Assistant at Greenvale Park
- (12) Rich Guggisberg, add Summer PLUS Teacher at Greenvale Park
- (13) Garrick Hoekstra, add Summer PLUS Site Assistant at Greenvale Park
- (14) Mitzi Holden, add Summer PLUS Site Assistant at Greenvale Park
- (15) Kristin G. Johnson, change to Full-time Substitute with the District
- (16) Anna Kelly, add Summer PLUS Club Leader at Greenvale Park
- (17) Anna Kelly, add Summer PLUS Site Assistant at Greenvale Park
- (18) Sara Mikkelson, Teacher at the Middle School, contract reduced beginning with the 2018-2019 school year.
- (19) Lori Mullen, add Summer CNA at the Middle School
- (20) Arlette Nelson, add Summer PLUS Site Assistant at Greenvale Park
- (21) Ashley Patterson, add .25 FTE ECSE LEAD at Longfellow
- (22) Dustee Phenow, add Summer PLUS Teacher at Greenvale Park
- (23) Leah Sand, add an overload for Health 2nd semester at the High School
- (24) Sandra Soto Perez, change to Long term substitute CNA III at Greenvale Park
- (25) Robyn Spillman, add Summer PLUS Site Assistant at Greenvale Park
- (26) Gina Swenson, add Summer PLUS Teacher at Greenvale Park
- (27) Ellen Trotman, add Summer PLUS Teacher at Greenvale Park
- (28) Robert Benson, add Summer PLUS Site Assistant at Greenvale Park
- (29) Marissa Gallardo, add Summer PLUS Student Site Assistant at Greenvale Park
- (30) Amanda Heinritz, add Summer PLUS Teacher at Greenvale Park
- (31) Matti Prayfrock, add Summer PLUS Site Assistant at Greenvale Park
- (32) Anna Rubin, add Summer PLUS Teacher at Greenvale Park
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- NOTE: Previously scheduled March 26, 2018 Regular Board Meeting has been cancelled due to Spring Break.

X. Adjournment

On a motion by Quinnell, seconded by Iverson, the Board adjourned at 8:20 p.m.

School District No. 659
Summary of Regular School Board Meeting
March 12, 2018
Northfield High School Media Center

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. On a motion by Hardy, seconded by Iverson, minutes of the Regular School Board meeting held on February 26, 2018, were unanimously approved. Superintendent made announcements and recognitions.

Items for Individual Action

2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets. On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved the 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets as follows:

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Personnel Items.

Grant Application Approval. The Board approved a \$36,100 grant request for PRIMEtime to help fund after school and summer enrichment to over 850 Northfield youth in grades K-8 from July 1, 2018 - June 30, 2019.

Items for Information

Enrollment Report: March 2018.

Summary Minutes: Superintendent Hillmann reviewed a possible change to "Summary Minutes" for printed publication.

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**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL
OF THE TEACHING CONTRACT OF A PROBATIONARY TEACHER**

WHEREAS, {NAME}, is a probationary teacher in Independent School District No. 659,

BE IT RESOLVED by the School Board of Independent School District No. 659, that pursuant to M.S. 122A.40, Subdivision 5, that the teaching contract of {NAME}, a probationary teacher in Independent School District No. 659, is hereby terminated at the close of the current 2017-18 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION AND NON-RENEWAL

Dear {NAME}:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 659 held on April 9, 2018, a resolution was adopted by majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2018-19 school year. Said action of the Board is taken pursuant to Minnesota Statutes 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract. However, such written request should be received within ten (10) calendar days after the receipt of this notice.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 659

Dated this 9th day of April, 2018.

Julie Pritchard, Chairperson

Valori Mertesdorf, Deputy Clerk

April 3, 2018

To: Members of the School Board; Dr. Hillmann

From: Mary Grace Hanson

Re: Additional EL educational assistant time at the Middle School

Request: We are requesting an addition of an educational assistant to the EL program at the Middle School until the end of the school year, June, 10, 2018.

Alignment to Strategic Plan:

Ongoing Priority: Robust core instruction

Near-Term Priority: Equitable opportunities and support for all career and college paths

Rationale:

- Students are new to country.
- Students have no English.
- We are unsure of their educational background-if they have interrupted education.

Outcome:

- Students will receive language support as they learn English.
- Students will receive support as they adjust to school in Minnesota.

Cost: \$5,000

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 14th day of March, 2018, by and between Greenvale Park Elementary 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

\$2,620.11 donation check #5046 for the Greenvale Park Elementary S.T.E.A.M. carts and contents (Magna Tiles, K'Nex, Paper Circuits Kit, Zoob BuilderZ, Bee-bots, Creative Kids Brain Flakes, Straw Constructor Interlocking Plastic Eng. Toys, and LittleBits Electronics Synth Kit).

Greenvale Park Elementary 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

	2017-2018												
School and Grade Level	September 5th	September 8th	September 15th	September 22nd	October 2nd	November 1st	December 1st	January 2nd	February 1st	March 1st	April 3rd	May 1st	End of Year 6/6/18
Longfellow													
Early Childhood	71	68	73	75	76	88	99	101	106	110	115		
Total	71	68	73	75	76	88	99	101	106	110	115	0	0
Greenvale Park													
Grade K-2030	87	86	85	85	85	86	85	86	87	86	86		
Grade 1-2029	68	68	68	68	68	69	69	69	67	68	67		
Grade 2-2028	81	81	80	80	80	82	82	79	80	80	80		
Grade 3-2027	77	76	76	76	76	76	75	74	75	77	76		
Grade 4-2026	79	79	79	79	79	79	79	77	78	82	77		
Grade 5-2025	93	94	94	93	93	94	93	92	93	93	93		
Total	485	484	482	481	481	486	483	477	480	486	479	0	0
Sibley													
Grade K-2030	98	95	95	95	95	96	96	96	94	93	92		
Grade 1-2029	86	85	85	85	85	83	83	83	83	83	83		
Grade 2-2028	102	102	102	102	102	102	102	102	101	102	102		
Grade 3-2027	91	92	92	92	92	92	93	91	91	91	90		
Grade 4-2026	108	107	106	106	106	106	106	106	106	106	106		
Grade 5-2025	107	108	108	108	110	109	109	108	109	109	110		
Total	592	589	588	588	590	588	589	586	584	584	583	0	0
Bridgewater													
Grade K-2030	87	87	88	88	88	88	88	92	93	95	96		
Grade 1-2029	97	97	97	97	97	98	99	98	98	97	97		
Grade 2-2028	91	91	92	93	94	94	95	94	95	95	95		
Grade 3-2027	113	113	113	113	113	113	111	113	112	112	113		
Grade 4-2026	90	90	90	90	90	90	92	92	94	93	94		
Grade 5-2025	113	113	113	113	113	113	113	112	112	112	113		
Total	591	591	593	594	595	596	598	601	604	604	608	0	0
Middle School													
Grade 6-2024	329	329	328	327	327	326	325	325	326	327	327		
Grade 7-2023	307	304	304	303	302	302	302	302	301	298	300		
Grade 8-2022	333	330	331	330	329	329	328	329	330	330	333		
St. Dominics	6	6.5	6	6	6	6	6	6	6	6	6		
Total	975	969.5	969	966	964	963	961	962	963	961	966	0	0
High School													
Grade 9-2021	361	359	358	358	356	357	355	357	356	358	357		
Grade 10-2020	325	324	324	325	324	323	321	321	322	322	320		
Grade 11-2019	355	354	353	352	353	355	353	350	345	345	346		
Grade 12-2018	300	299	295	294	294	292	291	288	279	278	277		
Total	1341	1336	1330	1329	1327	1327	1320	1316	1302	1303	1300	0	0
ALC													
Grade 9-2021	1	1	2	3	3	3	3	3	4	5	5		
Grade 10-2020	3	3	3	5	5	6	9	9	12	16	16		
Grade 11-2019	15	15	16	19	19	27	29	29	34	39	40		
Grade 12-2018	38	43	48	51	52	59	59	61	59	67	63		
Total	57	62	69	78	79	95	100	102	109	127	124	0	0
Grand Total	4112	4099.5	4104	4111	4112	4143	4150	4145	4148	4175	4175	0	0
Full Time only (excluding EC and Part-time/Independent Study ALC)	4028	4022	4017	4013	4012	4010	4002	3999	3999	3995	3986		

Longfellow

Early Childhood

Banks	9
Dorey	16
Goldade	16
Kremin	11
Kruse	
O'Connor	7
Roth	7
Sawyer	1
Schnorr	6
Sorenson	13
Waters	11
Webster	2
Winter	16
** TOTAL	115

Greenvale Park

K	Flicek	24	
K	Hagberg	25	
K	Malecha	24	
K	Ziemann	13	
1	Landry	25	C
1	Nivala/Ennis	19	
1	Zach	23	
2	Amundson	26	C
2	Bulfer	18	
	Johnson-McLaughlin	19	
2	Larson	17	
3	Alvarez, C	21	C
3	Conway	19	
3	Timerson	18	
3	Youngblut	18	
4	Clarey	19	
4	Dimick	16	
4	Garcia	24	C
4	Hetzel	18	
5	Alvarez, R	26	C
5	Harding	22	
5	Sickler	23	
5	Spitzack	22	
	TOTAL	479	

Middle School

Grade 6 -2024	327
Grade 7 (*inc. 3.5 - 1/2 day)-2023	303.5
Grade 8 (*inc. 2.5 - 1/2 day)-2022	335.5
TOTAL	966.0

High School

Grade 9-2021	357
Grade 10-2020	320
Grade 11-2019	346
Grade 12-2018	277
TOTAL	1300

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

Early Childhood**	115
Kindergarten-2030	274
Grade 1-2029	247
Grade 2-2028	277
Grade 3-2027	279
Grade 4-2026	277
Grade 5-2025	316
Total K-5	1785

Total Middle School	966
Total High School	1300
GRAND TOTAL	4051.0
ALC 9-12	124
GRAND TOTAL with ALC	4175.0

Full Time only (excluding EC and Part-time/Independent Study ALC)	3986.0
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Sibley

Grade	Teacher		
K	Born	24	
K	Downs	23	
K	Heil	23	
K	Matson	22	
1	Craft	19	
1	Sasse	24	C
1	Sieger	20	
1	Swenson	20	
2	Baker	27	C
2	Seeberg	25	
2	Soderlund	25	
2	Spitzack	25	
3	Guggisberg	23	
3	Jandro	24	
3	Johnson	20	C
3	Sweeney	23	
4	Day	17	
4	Fox	22	
4	Haar	23	
4	McManus	21	C
4	Rud	23	
5	Baragary	29	
5	Malecha	29	
5	Ostermann	23	C
5	Stulken	29	
	TOTAL	583	

Bridgewater

K	Allison	24	
K	Cade	24	
K	Danielson	24	
K	Tran	24	
1	Charlton	24	
1	Ellerbush	24	
1	Hall	24	
1	Lanza	25	C
2	Lane	23	
2	Lofquist	23	
2	Rubin	27	C
2	Schwaab	22	
3	Larson	25	
	Peterson (Temple)	22	C
3	Ryan	22	
3	Sickler	23	
3	Truman	21	
4	Holden	22	
4	Schuster	24	
4	Shepherd	25	
4	Swenson	23	C
5	DeVries	26	
5	Duchene	30	C
5	Kohl	27	
5	Rauk	30	
	TOTAL	608	

		ALC	F/T	**P/T	**I/S	TOTAL
Grade 9-2021	2		2	0	3	5
Grade 10-2020	7		7	0	9	16
Grade 11-2019	19		19	0	21	40
Grade 12-2018	22		22	0	41	63
TOTAL	50		50	0	74	124

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