

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

May 29, 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: Colangelo, Iverson, Pritchard, Quinnell and Stratmoen. Goerwitz and Hardy arrived at 7:01p.m. and 7:03 p.m., respectively.

II. Agenda Changes / Table File

Table file was added and the reporting of Items for Discussion and Reports topics A and B were interchanged.

III. Public Comment

No public comment.

IV. Announcements and Recognitions

- Logan Ledman placed seventh in the nation in the annual Voice of Democracy program sponsored by the Veterans of Foreign Wars. Logan recited his speech “American History: Our Hope for the Future”.
- The May/June recipient of the Making a Difference Award is Emmaus Church for their gracious support and investment in the Community Services Adult Basic Education program. Emmaus Church has provided space and storage for Adult Basic Education classes throughout this school year and will continue this again next year.

V. Items for Discussion and Reports

- A. Compañeros Teacher Presentation. Director of Teaching and Learning Mary Grace Hanson and teachers April Ostermann, Anna Rubin, and Danielle Amundson shared an update with the Board regarding the District’s Compañeros program.
- B. Proposed 2018-2019 General Fund Budget. Val Mertesdorf, Director of Finance, presented the 2018-2019 proposed General Fund Budget. Included in the Board materials were the assumptions and parameters for revenues and expenditures used to develop the budget. The budget reflects revenues of \$54,008,294, expenditures of \$53,168,513, and a surplus of \$839,781.
- C. May 21st Work Session Follow-Up. The Board met in a work session on May 21, 2018 to review the Master Facilities Plan and the Facilities Action Team recommendations. Chair Pritchard reviewed items discussed at the work session, reaffirmed their commitment to the Master Facilities Plan, and acknowledged items which need to be addressed and require further discussion. The Board agreed to hold another work session on Thursday, June 7, 2018 at 5:00 PM in the Northfield High School Media Center. Superintendent Hillmann provided a timeline of election dates from the Minnesota School Boards Association. Dr. Hillmann reported the Board does have an opportunity to work with ThoughtExchange to provide information and feedback from the community, which may assist the Board in their decision-making regarding a bond referendum.

VI. Committee Reports

- A. ENACT. Goerwitz updated the Board on ENACT. Newly formed this year, ENACT combined the former District Curriculum and Staff Development Committee and the District Tech Steering Committee. This group meets 2-3 times each year and offers one-time grants to teachers to try out new ideas. This year ENCT

had a grant budget of \$18,000 and 13 grant requests. ENACT funded 11 requests, returned one, and one received the requested supplies from a different fund.

- B. Schools for Equity in Education (SEE). Chair Pritchard and Superintendent Hillmann attended the SEE meeting on May 24, 2018. Chair Pritchard reported on the 2018 legislative session overview presented at this meeting by Tom Melcher, School Finance Director, and a representative for government relations from the Minnesota Department of Education.

VII. Consent Agenda

On a motion by Quinnell, seconded by Goerwitz, the Board approved the following Consent Agenda items:

- A. Minutes. Minutes of the May 14, 2018 Regular School Board meeting.
- B. Financial Report - April 2018. Bills totaling \$1,559,105.74, payroll checks totaling \$2,886,206.56, and the financial reports for April 2018.
- C. 2018 Driver Education Payroll. 2018 Driver Education pay rates.
- D. Northfield Swim Club Agreement. This Agreement is for the time period September 1, 2018 to August 31, 2019. Changes included: (1) Update to dates in the agreement, and (2) Update of hourly wage for custodial services outside the normal hours of building operation.
- E. Personnel Items
- a) Appointments
1. Zachary Eddy, Event Worker with the District, beginning 05/21/2018.
 2. Jessica Enge, 1.0 FTE Special Education DCD Teacher at Greenvale Park, beginning 08/27/2018; BA, Step 1
 3. **Leanne King, Special Ed EA-PCA for 6.75 hours/day at Sibley, beginning 08/27/2018; Spec Ed Step 1-2018-19
 4. Alison Kopseng, Targeted Services PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 6/18/2018-08/02/2018; Yr. 1-\$27.11/hr.
 5. Betsy Peterson, 1.0 FTE Grade 1 Teacher at Greenvale Park, beginning 08/27/2018; MA+60, Step 8
 6. *Oliver Reitan, .5 FTE Foreign Language German Teacher at the Middle School, beginning 08/27/2018-06/07/2019; BA, Step 2
 7. *John Ristow, 1.0 FTE Custodian at the High School, beginning 05/29/2018; Step 3-\$17.07/hr.
 8. *Olaf Sorenson, Summer Maintenance Workers for 8 hours/day with the District, beginning 5/21/2018-approximately 08/20/2018; \$10.00/hr.
 9. MaryKatherine Deschamp, Community Services Recreation Intern for up to 40 hours/wk with Community Services, beginning 05/23/2018-08/31/2018. \$13.08/hr.
 10. Lydia Gross, 1.0 FTE Early Childhood Special Education Teacher at Longfellow, beginning 08/27/2018. BA+30, Step 1 (Subject to obtaining licensure)
 11. Emma Johnson, Summer Recreation Position with Community Services, beginning 05/30/2018-08/31/2018; \$9.65/hr.
 12. Katherine Klein, Eagle Bluff Chaperone with Community Services, beginning 07/19/2018-07/25/2018. \$500 Stipend
 13. Sara Medin, Special Education EA-PCA for 7 hours/day at Sibley, beginning 08/27/2018. Special Ed Step 1-2018-19 TBD, General Ed Step-1 2018-19 TBD
 14. Rachel Rolling, 1.0 FTE Math Teacher at the ALC, beginning 08/27/2018; MA, Step 4
 15. Summer Recreation Position Stipend Rates #2661, Effective May 30, 2018 – August 31, 2018. Anders Johnson, Swim Aide \$9.65/hour, Class lead \$10.50/hour, Lifeguard \$10/hour

b) Increase/Decrease/Change in Assignment

1. Janet Amundson, Special Ed EA-PCA for 6.5 hours/day and Gen Ed for .50 hours/day at the Middle School, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed for .50 hours/day at the Middle School, effective 08/27/2018.
2. Deb Budin, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 7 hours/day at the High School, effective 08/27/2018.
3. Katie Casson, .80 FTE German Language Teacher at the High School and .20 FTE German Language Teacher at the Middle School, change to 1.0 FTE German Language Teacher at the High School, effective 08/27/2018.
4. Matthew Crase, Special Ed EA-PCA for 6.5 hours/day and Gen Ed for .25 hours/day at the Middle School, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed for .25 hours/day at the Middle School, effective 08/27/2018.
5. Becky Gainey, .50 FTE MTSS Coach and .50 FTE Reading Support at Sibley, change to 1.0 FTE MTSS Coach at Sibley, effective 08/27/2018.
6. Fran Garvey, General Ed EA (EL) for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective 08/27/2018.
7. Jackie Groth (Tuma) Special Ed EA-PCA for 6.5 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, effective 08/27/2018.
8. Mara Hessian, Special Ed EA-PCA for 6.5 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.75 hours/day at Bridgewater, effective 08/27/2018.
9. Adam Karsko, Custodian at Greenvale Park and Sibley, change to Night Lead Engineer with License at the High School, effective 05/28/2018.
10. Lisa Kruger Robb, .60 FTE EL Teacher at the High School, change to .80 FTE EL Teacher at the High School, effective 08/27/2018.
11. Heather Kuchinka, Word/Web Design Specialist, position is being eliminated, effective 07/01/2018.
12. Kathleen Malecha, Special Ed EA-PCA for 6.75 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 5 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, effective 08/27/2018.
13. Tresa Mazurek, Special Ed EA-PCA for 6 hours/day and Gen Ed for 1 hour/day at Greenvale Park, change to Special Ed EA-PCA for 6.75 hours/day at the Middle School, effective 08/27/2018.
14. Katie Remy, Special Ed EA-PCA for 6.5 hours/day and Gen Ed for .25 hours/day at the Middle School, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed for .25 hours/day at the Middle School, effective 08/27/2018.
15. Melissa Reuvers, Special Ed EA-PCA for 6.5 hours/day and Gen Ed Supervisory for .75 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed Supervisory for .75 hours/day at Bridgewater, effective 08/27/2018.
16. Pam Rivera, Special Ed EA-PCA for 6.5 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, effective 08/27/2018.
17. Mary Stanchina, Special Ed EA-PCA for 6.5 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 5.33 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, effective 08/27/2018.
18. Andrea Waldock, Special Ed EA-PCA for 6.5 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.75 hours/day and Gen Ed Supervisory for .50 hours/day at Bridgewater, effective 08/27/2018.
19. Michelle Warden, Special Ed EA-PCA for 3 hours/day and Gen Ed Supervisory for 4.17 hours/day at Bridgewater, change to Special Ed EA-PCA for 1.3 hours/day and Gen Ed Supervisory for 4.17 hours/day at Bridgewater, effective 08/27/2018.
20. Kathleen Beck, Spec Ed EA-PCA for 6.75 hours/day and Gen Ed Supervisory for .50 hours/day at Greenvale Park, change to Spec Ed EA-PCA for 6.75 hours/day at Sibley, effective 08/27/2018.
21. Robert Benson, Gen Ed EA for 4.25 hours/day at Sibley, add to Spec Ed EA-PCA Resource Room for 2 hours/day at Sibley, effective 08/27/2018-06/07/2019.

22. Teresa Morris, Gen Ed EA for 6.0 hours/day at Sibley, change to Spec Ed EA-PCA Resource Room for 4.75 hours/day at Sibley, effective 08/27/2018-06/07/2019.
 23. Caitlin Robertson, Teacher at Longfellow, add Summer PLUS Teacher for up to 4.75 hours/day Mon.-Thurs. at Greenvale Park, effective 06/14/2018-08/02/2018. Yr. 1-\$27.11/hr.
- c) Retirements/Resignations/Terminations
1. Charlie Alvarez, Summer PLUS Teacher, resignation effective 05/21/2018.
 2. Meckenzie Dahle, Educational Assistant at the Middle School, resignation effective 06/09/2018.
 3. Stephanie DeAdder, Administrative Assistant for Buildings and Grounds, resignation effective 06/02/2018.
 4. Ty Hudson, Special Ed EA at the Middle School, resignation effective 06/09/2018.
 5. Chelsea Mukina, Special Ed EA at the Middle School, resignation effective 06/09/2018. Zachary Eddy, Event Worker with the District, beginning 05/21/2018.
 6. Anna Edwards, Special Education EA at Sibley, resignation effective 06/09/2018.
 7. John Ristow, Custodian, unable to accept position, effective 05/29/2018.
- d) Administration is Recommending the Approval of the Following:
Administration submits the following employment contracts/agreements for approval. These contracts/agreements cover the period of July 1, 2018 through June 30, 2020.
1. Administration - Non-Union
 2. Child Nutrition
 3. Community Services Coordinators
 4. COTA/Speech Language
 5. District Interpreters
 6. Grounds/Maintenance/Electrical
 7. Head Custodians
 8. Building Nurses
 9. Office Employees
 10. Principals
 11. Technology
 12. St. Dominic Nurse

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

*** Subject to change upon Board approval of the employee agreement*

VIII. Superintendent's Report

A. Items for Individual Action

1. Family / Student / Co-Curricular / Student Citizenship Handbooks for 2018-2019.

On a motion by Hardy, seconded by Stratmoen, the Board approved the Elementary School Family Handbook, the Student Handbooks for the High School, Area Learning Center, Middle School, the Co-Curricular Activities Handbook, and the Student Citizenship Handbook for the 2018-2019 school year.

IX. Items for Information

A. First Reading: Policy 515 (Protection and Privacy of Pupil Records) Update

Superintendent Hillmann recommended a change to Policy 515 and the form associated with Policy 515. This recommendation incorporates the addition of district, school and department social media sites be included in "Directory Information" in the policy and in Appendix C of the policy.

B. July 2018 - June 2019 School Board Meeting Schedule

The School Board meeting dates for July 2018 - June 2019 were distributed.

C. Upcoming Dates

1. Area Learning Center Graduation: Friday, June 1, 7:00pm, High School Auditorium
2. High School Graduation: Sunday, June 3, 2:00pm, Memorial Field

X. Future Meetings

- A. Thursday, June 7, 2018, 5:00 PM, School Board Work Session, NHS Media Center
- B. Monday, June 11, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, July 9, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

XI. Adjournment

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

Noel Stratmoen
School Board Clerk