

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

August 13, 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, Stratmoen, Quinnell, Colangelo, Iverson and Pritchard.
- II. Agenda Changes / Table File  
Table File items were added.
- III. Public Comment  
Chris Kennelly, representing Canon River Civic Center and Ice Arena, addressed the Board and expressed support for the potential school district bond referendum.
- IV. Announcements and Recognitions
  - Congratulations to Stephany Stromme, Director of Child Nutrition Services and the Child Nutrition Service Staff. The Minnesota Department of Education conducted its annual review of the District's Summer Food Service Program, and no sponsor findings were identified and there are no corrective or fiscal actions required.
  - Forty-six incoming seventh grade students had a successful trip to Eagle Bluff, July 23-25, 2018. The Northfield students received two awards.
  - Thank you to the administrators, staff, and board members for participating in Northfield Chamber Crazy Daze on July 27th, and to Nancy Antoine, Sam Richardson and MaryGrace Hanson who participated in Night to Unite with Dr. Hillmann on August 7th.
- V. Items for Discussion and Reports
  - A. Greenvale Continuous School Improvement Plan Presentation  
Greenvale Principal Sam Richardson presented the continuous school improvement plan to the Board. The presentation included a progress report on the goals set for the 2017-2018 school year as well as new goals set for the 2018-2019 school year.
  - B. Bridgewater Continuous School Improvement Plan Presentation  
Bridgewater Principal Nancy Antoine presented the continuous school improvement plan to the Board. The presentation included a progress report on the goals set for the 2017-2018 school year as well as new goals set for the 2018-2019 school year.
  - C. Proposed Preschool/Early Ventures/Kid Ventures Handbooks for 2018-2019  
Superintendent Hillmann provided an overview of the Preschool, Early Ventures, and Kid Ventures Handbooks for the 2018-2019 school year. Approval of the handbooks will be an action item for the next Board meeting.
- VI. Consent Agenda  
On a motion by Iverson, seconded by Colangelo, the Board unanimously approved the following Consent Agenda items:
  - A. Minutes. Minutes of the July 9, 2018 Regular School Board meeting.
  - B. Personnel Items

a) Appointments

1. David Beck, Assistant 9<sup>th</sup> Grade Girls Soccer Coach for 2 hours/day at the High School, beginning 08/13/2018; Level F, Step 4
2. Margaret Christensen, Child Nutrition Associate I for 3.25 hours/day at Bridgewater, beginning 08/21/2018; \$17.58/hr.
3. Westley Dayus, Head Boys Soccer Coach for 2 hours/day at the High School, beginning 08/13/2018; Level B, Step 5
4. Lianne Deanovic, Special Education EA-PCA Job Coach for 6.75 hours/day at the High School, beginning 08/27/2018; Spec Ed Step 4-\$16.76/hr.
5. Kimberly Harris, EarlyVentures Teacher for 25 hours/wk at Longfellow, beginning 08/20/2018; Step 3-\$16.74/hr.
6. Angela Johannsen, Child Nutrition Associate I for 3.75 hours/day at the High School, beginning 08/21/2018; \$17.58/hr.
7. Evan Johnson, Summer Maintenance Worker with the District, beginning 07/23/2018-approx. 10/31/2018; \$10.50/hr.
8. Jill Keeley, EarlyVentures Teacher for 40 hours/wk at Longfellow, beginning 08/20/2018; Step 4-\$17.26/hr.
9. Lori King, ECFE Parent Educator for up to 6 hours/wk at the NCRC, beginning 08/20/2018; Yr. 3-\$26.76/hr.
10. Meghan Kuechenmeister, 1.0 FTE Special Education DCD Teacher at the High School, beginning 08/27/2018; BA, Step 1
11. Beth LaCanne, Assistant Girls Tennis Coach at the High School, beginning 08/13/2018; Level H, Step 1
12. Jillian Luoma-Overstreet, 8<sup>th</sup> Grade Volleyball Coach for 2 hours/day at the Middle School, beginning 08/27/2018; Level H, Step 2
13. Angela Lynch, Special Education LD/EBD Teacher .5 FTE at the High School and .5 FTE at the ALC, beginning 08/27/2018; BA, Step 1
14. Kimberly Medin, 1.0 FTE Special Education EBD Teacher at the Middle School, beginning 08/27/2018; BA+15, Step 1
15. Michael Merry, 1.0 FTE Technology Specialist with the District, beginning 08/20/2018; \$56,741 + Step 4, \$2,000 (will be prorated for the 2018-19 school year)
16. Justin Pfaffinger, 1.0 FTE Mathematics Teacher at the High School, beginning 08/27/2018; MA, Step 7
17. Nichole Porath, Head Boys and Girls Nordic Ski Coach for 2 hours/day at the High School, beginning 11/12/2018; Level D, Step 1
18. Benjamin Selchow, Summer Recreation Position with Community Services, beginning 08/09/2018-08/31/2018; Lacrosse-\$9.65/hr.
19. Gloria Sterud, Special Ed EA-PCA for 6.75 hours/day at the Middle School, beginning 08/27/2018; Step 2-\$15.96/hr.
20. Rebecca Stoufis, 1.0 FTE Long Term Substitute Special Education Resource Room Teacher at Bridgewater, beginning on or about 10/19/2018-02/8/2019; BA, Step 1
21. Grace Theisen, EarlyVentures Teacher for 40 hours/wk at Longfellow, beginning 08/20/2018; Step 3-\$16.74/hr.
22. Jonathan Thompson, Long Term Substitute Social Studies Teacher .6 FTE Semester 1; .8 FTE Semester 2 at the High School, beginning 08/27/2018-06/07/2019; BA, Step 1
23. Madeline Carras, ESL EA for 6.5 hours/day at the High School, beginning 08/27/2018; Gen Ed Step 1-\$15.03/hr.
24. \*Jess Peterson, Assistant Girls Soccer for 2 hours/day at the High School, beginning 08/14/2018; Level F, Step 1
25. Derrick Skoglund, Assistant Boys Soccer Coach 9<sup>th</sup> Grade for 2 hours/day at the High School, beginning 08/13/2018; Level F, Step 5.

b) Increase/Decrease/Change in Assignment

1. John Bade, Art Teacher at the Middle School, add an overload for 87 days for the 2018-19 school year, effective 09/04/2018-06/07/2019.
2. Kathleen Beck, Spec Ed EA at Sibley, add ESY bus for approximately 2.5 additional hours/day with the District, effective 07/09/2018-08/02/2018.
3. Shari Bridley, Spec Ed EA at Longfellow, add ESY bus for approximately 2 additional hours/day, 3 days/wk with the District, effective 07/09/2018-08/02/2018.
4. Lauren Briscoe, 9<sup>th</sup> Grade Soccer Coach at the High School, change to Assistant Varsity Soccer Coach at the High School, beginning 08/06/2018; Level F, Step 5
5. Ray Coudret, .8 FTE Math Teacher/.2 FTE ADSIS Math at the High School, change to 1.0 FTE Math Teacher at the High School, effective 08/27/2018.
6. Rafa Estrella, Teacher at the Middle School, add Soccer Coach at the Middle School, effective 08/27/2018. Level H, Step 3
7. Jonna Hanek, Long Term Substitute Head Custodian at the High School, change to Custodian Engineer w/license at the High School, effective 07/17/2018.
8. Rachel Hibbs, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
9. Rachel Hibbs, Special Ed EA for 6.75 hours/day at the Middle School, change to 6 hours/day at the Middle School, effective 08/27/2018-06/07/2019.
10. Cameron Jackson, KidVentures Site Assistant for 40 hours/wk at Sibley, change to KidVentures Site Assistant for 10 hours/wk and add EarlyVentures Teacher for 30 hours/wk at Longfellow, effective 08/20/2018; EV Teacher Step 2-\$16.21/hr.
11. Kristi Kortuem, .8 FTE Math Teacher/.2 FTE ADSIS Math at the High School, change to .4 FTE Math Teacher/.6 FTE ADSIS Math at the High School, effective 08/27/2018.
12. Richelle Kruger, Spec Ed EA at the Middle School, add ESY bus for approximately 2.5 additional hours/day with the District, effective 07/09/2018-08/02/2018.
13. Richelle Kruger, Spec Ed EA at the Middle School, add Camp FRIENDS Staff with Community Services, effective 07/20/2018-08/20/2018; Current EA rate.
14. Carolyn Manderfeld, Spec Ed EA at the Middle School, add ESY bus for approximately 1.5 additional hours/day with the District, effective 07/09/2018-08/02/2018.
15. Jacqueline Meyer, Spec Ed EA at Longfellow, add ESY bus for approximately 1.75 additional hours/day with the District, effective 07/09/2018-08/02/2018.
16. Nancy Meyers, Child Nutrition Services at Bridgewater, add ESY bus for approximately 3 hours/day with the District, effective 07/09/2018-08/02/2018.
17. Ruth Morgan-Malecha, Spec Ed EA at Sibley, add ESY bus for approximately 2.5 additional hours/day with the District, effective 07/09/2018-08/02/2018.
18. Jacob Odell, Spec Ed EA at the High School, add Girls Tennis Coach at the Middle School, effective 08/27/2018. Level I, Step 4
19. Debra Pack, Spec Ed EA at the High School, add Camp FRIENDS Staff with Community Services, effective 07/20/2018-08/20/2018; Current EA rate.
20. Katie Remyey, Spec Ed EA at the Middle School, add ESY bus for approximately 2.5 additional hours/day with the District, effective 07/09/2018-08/02/2018.
21. Trent Swartwoudt, Track Staff/Aquatics Supervisor/Video with Community Services at \$9.90/hr., add Track Supervisor with Community Services, effective 07/17/2018-08/31/2018; \$10.50/hr.
22. Steve Taggart, Industrial Technology Teacher at the Middle School, add an overload for 87 days for the 2018-19 school year, effective 09/04/2018-06/07/2019.
23. Jonathan Thompson, Long Term Substitute Social Studies Teacher .6 FTE Semester 1; .8 FTE Semester 2 at the High School, change to .4 FTE Long Term Substitute Social Studies Teacher and .4 FTE Social Studies Teacher at the High School, effective 08/27/2018.
24. Deborah Wagner, Spec Ed EA at the Middle School, change to Special Education EA-PCA Resource Room for 4 hours/day at the Middle School, effective 07/25/2018.
25. Lisa Weis, Health Teacher at the Middle School, add an overload for 87 days for the 2018-19 school year, effective 09/04/2018-06/07/2019.

26. Jeff Wright, Assistant Boys Lacrosse Coach at the High School, change to Head Boys Lacrosse Coach at the High School, effective 07/31/2018. Level D, Step 3
  27. Cori Yamry, Counselor at the Middle School, add 7<sup>th</sup> Grade Volleyball Coach at the Middle School, effective 08/27/2018. Level H, Step 6
  28. Leticia Arredondo, Class II Due Process for 3.75 hours/day for 2017-18 only at Bridgewater, change to Class II Due Process for 3.75 hours/day for 2018-19 only at Bridgewater, effective 09/04/2018-06/07/2019; Class II, Step 4-\$18.91/hr.
  29. Becca Meyers, Early Childhood Teacher ECFE for 33 hours/wk at the NCRC, add 1 section of Early Childhood Teacher School Readiness Preschool for a total of 38 hours/wk at the NCRC, effective 08/27/2018.
  30. Gloria Sterud, Spec Ed EA-PCA at the Middle School, add General Ed EA for .50 hours/day at the Middle School, effective 09/04/2018-06/08/2019.
- c) Leave of Absence
1. Meghan Kuechenmeister, Special Ed EA-PCA at the High School, Leave of Absence from this position to accept a new position in the District for the 2018-19 school year.
  2. Megan Wheelock, Spec Ed Resource Room Teacher at Bridgewater, FMLA Child Care Leave of Absence on or about 10/19/2018-02/8/2019.
- d) Retirements/Resignations/Terminations
1. Allie Harmer, Special Ed EA-PCA at the High School, resignation effective 08/02/2018.
  2. Peggy Johnson, EA with Community Services, resignation effective 08/16/2018.
  3. Alissa Jorgensen, Auditorium Technician with Community Services, resignation effective 08/11/2018.
  4. Kim Medin, Special Ed EA-PCA at the Middle School, resignation from this position to accept a new position in the District, effective 07/17/2018.
  5. Tammy Metcalf-Filzen, Girls Basketball Coach at the High School, resignation effective 07/30/2018.
  6. Anna Ochs, Spec Ed EA-Job Coach at the High School and Site Assistant with Community School, resignation effective 07/23/2018.
  7. Anna Ochs, Site Assistant with Targeted Services, resignation effective 08/03/2018.
  8. Taylor Rahman, EarlyVentures Teacher at Longfellow, resignation effective 06/9/2018.
  9. Matthew Roy, Technology Specialist with the District, resignation effective 07/27/2018.
  10. Jennessa Runia-Bade, Tennis Coach with Community Services, resignation effective 08/03/2018.
  11. Tiffani Wilson, EarlyVentures Teacher at Longfellow, resignation effective 08/24/2018.
- e) Administration Recommends the Approval of the Following Employment Contract(s) Commencing July 1, 2018 through June 30, 2020:
1. Educational Support Staff
  2. Custodians
- f) Superintendent Contract Provisions for the 2018-2019 Contract Year  
 A memorandum from School Board Chair Pritchard included a recommendation for a total compensation package increase of 3.38%, which is in line with the settlement the District has negotiated with the Northfield Education Association (NEA). The package includes:
- A salary increase of 2.47%
  - Dr. Hillmann was accepted into the ASSA National Superintendent Certification Program. This two-year program with its robust curriculum will allow him to further develop his leadership abilities, knowledge and skill set. The significant personal and professional development Dr. Hillmann will gain from this program will serve the district well. The cost of this program will be covered by the district over the next two contract periods in the amount of \$3,000 each year.
- g) Superintendent of Schools Contract  
 The Board of Education of ISD 659 recommended to enter into a contract with Dr. Matthew J. Hillmann as Superintendent of Northfield Public Schools ISD 659 for the years 2019-2022.

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

## VII. Superintendent's Report

### A. Items for Individual Action

1. Resolution Relating to the Election of School Board Members and Calling the School Board Election.

On a motion by Quinnell, seconded by Colangelo, the Board unanimously adopted the Resolution Relating to the Election of School Board Members and Calling the School Board Election. This School Board Election will be held on Tuesday, November 6, 2018. This resolution is the Board authorization necessary to formally establish this year's election process. The adoption of this resolution will meet the requirements necessary to comply with the election process. Ballots for School Board election will be included in the general election ballots prepared by the County Auditors. The official canvass of the election results will be scheduled as an agenda item for the Tuesday, November 13, 2018, Board meeting. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Colangelo, Iverson and Pritchard. No one voted 'no.'

2. Resolution Relating to Authorizing the Issuance of School Building Bonds, and Calling an Election Thereon.

On a motion by Colangelo, seconded by Hardy, the Board unanimously approved the Resolution Relating to Authorizing the Issuance of School Building Bonds, and Calling an Election Thereon. This Special Election will be held on Tuesday, November 6, 2018. The adoption of this resolution is necessary to formally establish this year's bond referendum election process. Adoption of this resolution will meet the requirements necessary to comply with the election process for a special election. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Colangelo, Iverson and Pritchard. No one voted 'no.'

3. Revised Policy 533 Wellness.

On a motion by Stratmoen, seconded by Goerwitz, the Board unanimously approved the revision to Policy 533 Wellness as presented.

4. Expansion of Contingency Fund.

On a motion by Colangelo, seconded by Iverson, the Board unanimously approved an additional 1.1 FTE in contingency funding to help reduce class sizes in Grade 6 at Northfield Middle School and Kindergarten at Bridgewater Elementary. This 1.1 FTE contingency funding expansion will be for the 2018-19 school year.

## VIII. Items for Information

A. Filing for School Board is July 31-August 14, 2018 in the District Office. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 14, 2018.

B. MDE 2018-2019 Minimum Prices for Adults and Other Non-Program Meals

Superintendent Hillmann shared information from MDE regarding 2018-2019 non-program meal pricing. This will be an action item at the next Board meeting.

C. Back-to-School Breakfast and Program

The Back-to-School Breakfast and Program will be held on Monday, August 27 at the Northfield Middle School. Breakfast begins at 7:00am followed by the program at 8:15am.

## IX. Future Meetings

A. Monday, August 27, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

B. Monday, September 10, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

C. Monday, September 24, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Iverson, the Board adjourned at 9:09 p.m.

Noel Stratmoen  
School Board Clerk