

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
July 11, 2005
Northfield High School Media Center

- I. Call to Order.
Chairperson Kari Nelson called the meeting of the Board of Education of Independent School District 659 to order at 7:05 p.m. Cirksena was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
Several community members commented on the fifth grade trip to Wolf Ridge Environmental Learning Center. They urged the Board to not discontinue the trip indicating that numerous parents would be willing to help organize and conduct fundraising activities for the trip.
- IV. Approval of Minutes.
On a motion by Boardman, seconded by Stratmoen, the minutes of the Regular School Board meeting held on June 13, 2005, were approved.
- V. Announcements.
 - Dr. Richardson reported on the All Staff / All School Reunion held on July 2nd and the firework display on July 3rd.
 - Kari Nelson noted the excellent profile on Roger Jenni that appeared in the *Northfield News*.
- VI. Items for Discussion and / or Reports
 1. Wolf Ridge Environmental Learning Center.
The elementary principals and 5th grade teaching staff provided an informational presentation on the current Wolf Ridge program and possible alternatives. The presentation included a brief history of the program and changes that have occurred since its inception, a description of the current program operation and a review of the issues faced by staff and administrators in implementing the current program. A review of some potential alternatives was also presented. Board members asked questions and provided feedback to staff and administrators, especially regarding their concerns about the process. The administration will be providing a recommendation to the Board of Education at a future meeting.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Letter of Intent from City of Northfield for Transfer of Old Memorial Field for Recreational Purposes.
On a motion by Hargis, seconded by Stratmoen, the Board directed the Superintendent, staff and attorney to negotiate the terms of a transfer of the old Memorial Field property to the City of Northfield subject to final review and approval by the Board at a future public meeting.

2. Tentative Closed Session to Discuss Purchase Agreement with Carleton College for the Old Middle School.

A closed session was not required.

3. Purchase Agreement with Carleton College.

Board Chair Kari Nelson read a statement prepared by Diane Cirksena supporting the sale of the old Middle School to Carleton College.

On a motion by Stratmoen, seconded by Smith, the Board approved the formal purchase agreement to sell the old Middle School site and buildings to Carleton College for the sum of four hundred and fifty two thousand dollars (\$452,000). Voting 'yes' was Boardman, Smith, Hargis, Stratmoen and Nelson. Voting 'no' was Hager. Cirksena was absent.

4. Resolution Providing for the Sale of General Obligation Aid Anticipation Certificates of Indebtedness, Series 2005B.

On a motion by Hager, seconded by Smith, the Board approved the resolution providing for the sale of general obligation aid anticipation certificates of indebtedness, series 2005B; and covenanting and obligating the District to be bound by and to use the provision of Minnesota Statutes, Section 126C.55 to guarantee the payment of the principal and interest on these certificates. Voting 'yes' were Boardman, Smith, Hager, Hargis, Stratmoen and Nelson. No one voted 'no.' Cirksena was absent.

5. Proposal for Meal Price Increases.

On a motion by Stratmoen, seconded by Boardman, the Board approved the following meal and milk prices beginning with the 2005-2006 school year.

	<u>2005-2006</u>
Elementary Lunch	\$1.90
Secondary Lunch	\$2.05
Elementary Breakfast	\$1.25
Secondary Breakfast	\$1.25
Adult Lunch	\$3.05
Milk	\$.40

6. Addition to Policy KG, Access to School Facilities.

On a motion by Stratmoen, seconded by Hargis, the Board approved adding the following statement to Policy KG prior to the listing of rental fees:

"Outdoor facilities, excluding Memorial Field, are open to the public at no charge on a first come, first served basis when not occupied by school district programs or reserved in advance by an individual or group. Individuals or groups may reserve outdoor facilities in advance by obtaining a permit from the Community Services office."

B. Items for Consent Grouping.

Item #12 - Smith requested that the Addition to Policy KG, Access to School Facilities be removed from the consent agenda. Moved to item #6 under the Items for Individual Action.

On a motion by Hager, seconded by Hargis, the Board approved the following items listed under the Consent Grouping.

1. Fiscal Year Organization Actions.

The School District's financial year runs from July 1 to June 30. The following financial organizational issues were approved.

- i) Authorized the Director of Business Affairs and the District Accountant to invest surplus District funds in accordance with applicable laws and with the District's Investment Policy, DG, for fiscal year 2005-2006.
- ii) Designated Bremer Bank, Wells Fargo Bank, N.A., PMA/LaSalle Bank, Valley Bank Dundas, Ambac Securities Inc., U.S. Bank Minnesota and the Minnesota School District Liquid Asset Fund as official bank depositories provided they maintain adequate pledged collateral as required by law per District procedure DG-R, for fiscal year 2005-2006.
- iii) Authorized the Director of Business Affairs and the District Accountant to make appropriate wire transfers to and from District depository accounts for fiscal year 2005-2006.

2. Memberships for 2005-2006.

The following memberships were renewed for the 2005-2006 school year.

- a. Minnesota State High School League.
- b. Minnesota Association of School Administrators.
- c. Schools for Equity in Education.
- d. Southeast Service Cooperative.
- e. Region V Computer Services Cooperative.
- f. Rice County Family Services Collaborative.
- g. Minnesota School Boards Association.
- h. Healthy Community Initiative.

3. Financial Reports for April and May 2005.

The Board approved:

- Paid bills totaling \$1,857,721.97, payroll checks totaling \$1,709,504.63 and the financial reports for April 2005. There were no bond payments in April 2005.
- Paid bills totaling \$1,371,420.78, payroll checks totaling \$1,802,073.12 and the financial reports for May 2005. There were no bond payments in May 2005.

4. Dairy Bids for 2005-2006.

Milk and Dairy Products: Accepted the non-escalator (firm) bid from Hastings Co-op Creamery Co. as the supplier of milk and dairy products for the 2005-2006 school year.

5. Joint Powers Agreement for Purchasing.

The Board approved entering into a Joint Purchasing Agreement with the Owatonna Public Schools. The agreement allows each district to make purchases under existing contracts for equipment, materials, services and supplies.

6. Health and Safety Program Certification.

The Board certified Attachment 99 Health Safety Performance Criteria. A total of \$389,097 is budgeted for Health and Safety projects during 2005-06.

7. High School Overnight Trips for 2005-06 School Year.
The Board approved the overnight field trips for the 2005-06 school year.
8. Co-Curricular Overnight Trips for 2005-2006.
The Board approved the list of overnight trips by athletic teams during the 2005-06 school year.
9. Middle School Overnight Field Trip Request.
The request for the 7th grade trip to Eagle Bluff Environmental Learning Center in November 2005 was approved.
10. Middle School SCOPE Trip.
The annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang was approved.
11. Re-Certification of Census Figures.
The Board certified an estimated district population of 26,649 to the State Demographer. This increase is based on the most current population projections conducted by the State Demography Office and are detail-specific to the Northfield School District. Certifying this increase in estimated district population will provide \$3,058 additional Community Education revenue for FY 07.
13. Service Agreements.
The Board approved two service agreements with SBSI of Lakeville, MN. One service agreement is for eSiteTrak - facility scheduling software; the other is for eClassTrak - registration software.
14. Personnel Items.
 - a. Appointments**
 1. Community Education Summer Ventures Program – 6/6/05 to 8/24/05
Kerry Grau, Site Leader, 3.0 hrs/day
Brenda Crissinger, Leader Assistant, 8.0 hrs/day
Jessica Soderlund, Student Assistant, 5.0 hr/day
Josh Hamborg, Student Assistant, 5.0 hrs/day
Katie McLeish, Site Leader, 8.0 hrs/day
Tammie Warner, Site Leader, 8.0 hrs/day
Christine Belsheim, Leader Assistant, 8.0 hrs/day
Nathaniel Wagner, Leader Assistant, 8.0 hrs/day
Sara Smith, Leader Assistant, 8.0 hrs/day
Kevin Malecha, Leader Assistant, 8.0 hrs/day
Louis Rohr, Program Assistant, 8.0 hrs/day
Allison Boran, Program Assistant, 8.0 hrs/day
Kelly Saari, Program Assistant, 8.0 hrs/day
Peter Hagenson, Student Assistant, 5.5 hrs/day
Matt Wojick, Student Assistant, 5.5 hrs/day
Cindy Keogh, Site Leader, 8.0 hrs/day
Patti Myren, Leader Assistant, 6.5 hrs/day
Michael Berger, Leader Assistant, 7.5 hrs/day

- Matt Chappuis, Leader Assistant, 7.0 hrs/day
 Erin Nohava Program Assistant, 8.0 hrs/day
 Kristin Ostebee Program Assistant, 8.0 hrs/day
 Claire Erickson Student Assistant, 5.5 hrs/day
 Nate Van Wylen, Student Assistant, 5.5 hrs/day
 Debra Edge, Special Needs Assistant, 8.0 hrs/day
 Sarah Bennetts, Special Needs Assistant, 8.0 hrs/day
 Meighan Sather, Special Needs Assistant, 8.0 hrs/day
 Jenna Olivero, Float Leader Assistant, 8.0 hrs/day
 Leah Metz, Float Program/Student Assistant, 8.0 hrs/day
 Renatta Freeman, Program Assistant, 6.5 hrs/day
 Molly Thompson, Program Assistant, 6.5 hrs/day
 Lori Mullen, Food Service, 6.5 hours/day
2. Christopher Howard, 1.0 Spanish Teacher at the Middle School beginning with the 2005-06 school year, BA45-0*.
 3. Dee Tomczik, Educational Assistant for the Elementary Targeted Services Summer Program, beginning June 16, 2005, through July 31, 2005, for 3.5 hours per day.
 4. Marcia Thomas, Food Service Associate I at the Middle School for 3.0 hours per day beginning August 24, 2005, entry level hourly rate. This is in addition to her housekeeper position. There are no benefits with this position.
 5. Nancy Meyers, Food Service Associate I at the Middle School for 3.0 hours per day beginning August 24, 2005, entry level hourly rate. There are no benefits with this position.
 6. Jennifer Trinka, Food Service Associate I at the Middle School for 3.0 hours per day beginning August 24, 2005, entry level, hourly rate. There are no benefits with this position.
 7. Cinnamon Rahman, Food Service Associate I (temporary) at the Middle School for 3.0 hours per day beginning August 24, 2005, entry level, hourly rate. There are no benefits with this position.
 8. Debra Herman, long-term substitute .5 Special Education Teacher at Sibley Elementary, for the 2005-06 school year, BA, step 3*.
 9. Margaret Fink, .5 Special Education Teacher at Greenvale Park Elementary School, beginning with the 2005-06 school year, BA-6*.
 10. Gay Eggers, transfer from Media Educational Assistant at Greenvale Park for 3.75 hours per day to Media Educational Assistant at the High School for 8.0 hours per day, beginning with the 2005-06 school year, full benefits, step 6 of the wage scale.
 11. Cynthia Austin, .8 Mathematics Teacher at the High School, beginning with the 2005-06 school year, BA, step1*.
 12. Zachary Pelletier, .8 Orchestra and General Music at the Middle School and Greenvale Park, beginning with the 2005-06 school year, BA15, step 9*.
 13. Erica Triebenbach, .5 Early Childhood Special Education Teacher, beginning with the 2005-06 school year, BA, step 3*.
 14. Jennifer Josephson, .9 School Social Worker for the 2005-06 school year, MA lane, step 3.
 15. Lori Christophersen, Media and Supervisory Educational Assistant at Greenvale Park for 3.75 hours per day, beginning with the 2005-06 school year, 3.25 hrs at Class II, .5 hr at Class I, step 6.

16. Co-Curricular Assignment
Laurie Hendrickson, Assistant Summer Band Instructor for up to 70 hours, at an hourly rate of \$24.62.
 17. Rebecca Longtin Klamert, .8 FTE Spanish, High School/Middle School, beginning with the 2005-06 school year, BA Lane, Step 0.
- b. Job Share Arrangement/Leave of Absence
 1. Discontinue the job-share arrangement for Carrie Zupfer-Rice, approve .5 leave without pay for the 2005-06 school year.
 - c. Building Transfers/Assignment Changes for Licensed Staff beginning 2005-06
 1. Mary Harrity-Davidson, .4 MS/.4 Elem. Physical Education to .3 HS/.2 MS/.3 Greenvale Park.
 2. Geri Schlecht, 1.0 Science at the High School to .3 High School/.7 ALC.
 3. Brenda Ohaks, Special Ed Educational Assistant, from Greenvale Park to Bridgewater.
 - d. Resignations / Retirement
 1. Aimee Bakke, Grade 2 Teacher at Greenvale Park, resignation effective end of 2004-05.
 2. Debra Herman, Educational Assistant at Bridgewater, resignation effective June 20, 2005. Ms. Herman has accepted a long-term substitute teaching position at Sibley School.
 3. Sharon Cin, Media Generalist at Bridgewater Elementary School, retirement effective June 30, 2005. Ms. Cin has been with the district for fourteen years.
 4. Ann Dybvik, Autism Resource Specialist, resignation effective July 8, 2005.
 - e. Food Service Changes in Positions/Classifications.
 1. Linda Petricka, eliminate position as Baker/Main Entrée Cook and reclassify position as FSA III, pay will be at the former Level D hourly rate of \$14.37 for the 2005-06 school year.
 2. Suzanne Pasch, eliminate position as Baker/Main Entrée Cook and reclassify position as FSA III, pay will be at the former Level D hourly rate of \$14.37 for the 2005-06 school year.
 3. Kathleen Leake, eliminate position as Baker/Main Entrée Cook and reclassify position as FSA III, pay will be at the former Level D hourly rate of \$14.37 for the 2005-06 school year.
 4. Darlene Rech, reclassify position from FSA II to FSA I, \$12.26 per hour for the 2005-06 school year.
 5. Bonnie Sellars, reclassify position from FSA II to FSA I. \$12.26 per hour for the 2005-06 school year.
 6. Sophia Garcia, reclassify position from FSA II to FSA I, \$12.26 per hour for the 2005-06 school year.
 - f. Approved the contract with the Center for Human Resources to provide employee assistant program services to the Northfield School District for the 2005-06 school year.

*Lane placement subject to verification by Professional Growth Committee. Salary subject to revision when negotiations for 2005-06 are completed.

**Conditional offers of employment are subject to successful completion of a criminal background check.

15. Agreement with Rice County Regarding Provision of Day Treatment Services.

The Board approved the agreement with Rice County "regarding the provision and location of day treatment and mental health services to be provided to eligible students." The agreement is for the time period September 1, 2004 through August 31, 2007.

16. Contract for Athletic Training.

The Board renewed the contract with the Center for Sports Medicine and Rehabilitation for athletic training services for Northfield High School. The hours are reduced from last year's usage. The total cost for this is \$716 less than 2004-05. The amount has been budgeted.

VIII. Items for Information

1. United Way Grants Received.

The Northfield Area United Way has awarded two grants:

- \$7,000 to Summer Ventures for at-risk youth
- \$5,000 to help provide transportation for Project ABLE

IX. Future Meetings

Monday, August 8, 2005, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

Monday, August 22, 2005, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

X. On a motion by Hager, seconded by Hargis, the Board adjourned at 9:30 PM.

Kari Nelson, Chairperson