

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

May 14, 2012

Northfield High School Media Center

- I. Call to Order.
Board Chair Ellen Iverson called the Regular meeting of the Northfield Board of Education to order at 7:00 PM. No one was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
There was no one.
- IV. Approval of Minutes
On a motion by Nelson, seconded by Quinnell, minutes of the Regular School Board meeting held on April 23, 2012, were unanimously approved.
- V. Announcements and Recognitions
 - The Northfield School District is one of sixteen school districts that will be piloting the state model for principal growth and evaluation. Our partnership with the MN Department of Education will assist MDE in further refining the state's model, so that it supports districts' work evaluating principals and planning professional development for school leaders.
 - The District's music teachers Heather Olivier, Mary Williams and Kyle Eastman have reported that several NHS music students will be participating in the 2012-2013 All-State Music Ensembles. These students were selected from over 1,900 student auditions. They will participate in a 1-week camp in August. They will also participate at the annual MMEA Midwinter Clinic in February 2013.
 - Northfield High School senior Muriel Carpenter has been awarded the National Merit \$2500 Scholarship. Carpenter was one of 15,000 finalists in this year's national program and one of three Northfield seniors to be named a National Merit semifinalist. Scholarship winners were chosen by a committee of college admissions officers and high school counselors. The committee appraised a substantial amount of information submitted by both the finalists and their high schools.
 - Art done by eleven high school students has been selected for inclusion in the Concordia University High School Honors Exhibition. This is the 9th year that Concordia University, St. Paul has recognized the amazing work done by high school students from around the state of MN. This year Northfield High School was contacted and invited to be one of the participating schools. The schools featured this year include: Concordia Academy, Minneapolis South High School, Northfield High School and Woodbury High School.
 - A talented group of thirteen Northfield Middle School students qualified for and competed in the State History Day Competition on April 29. Eight of those competitors were recognized for the quality of their projects.
 - Bridgewater students raised \$6,175.11 for American Heart Association's Jump Rope for Heart program. Bridgewater has raised over \$84,000 since the building opened in 1998!
 - The following WINGS grants for 2012-13 have been awarded to Community Services:
 - Connected Kids Mentoring - \$3000
 - Family School family literacy class - \$1800
 - School Readiness - \$5000We thank WINGS for its continued support of programs for children, youth and families.
 - Superintendent Richardson reported that Northfield High School has been listed among the top high schools in the state and nation in a recent rating of high schools conducted by *U.S. News and World Report*. Almost 22,000 high schools in the United States, including 786 high schools in Minnesota, were reviewed by the national news magazine. Factors such as standardized test results, performance on advanced placement tests and graduation rates are used to determine the annual ranking. In the *U.S. News Best High Schools 2012 rankings*, Minnesota has 7 gold medal schools and 42 silver medal schools. Northfield High School ranked 27th in the state and received a silver medal rating. Northfield High School's ranking places it in the top 4% of the total 786 Minnesota

high schools that were reviewed. For the complete article, follow this link
<http://www.usnews.com/education/best-high-schools/minnesota>.

- Superintendent Richardson introduced Mary Hanson, the new Director of Teaching and Learning, who begins in her new position on July 1.
- Nelson congratulated Ms. Lompart's students for their superb writing and acting skills exhibited in the Latino Play Festival.
- Iverson attended the Teacher of the Year Award Banquet on May 6th with High School Teacher Kevin Dahle who was a semi-finalist.

VI. Item for Discussion and / or Reports

1. Differentiated Instruction.

Heather Ryden, Curriculum and Staff Development Coordinator, and cluster teachers Tania Will, Sonia Johnson, and Sarah DuChene from the Differentiated Instruction Team presented a report on the services that were planned and provided for high-ability students in grades 3-5 during the 2011-12 school year. They highlighted the elements of the plan as well as benefits and challenges of the implementation within a two program model. Elementary principals followed up with a presentation on the plan for enhancing comprehensive support for these students for the 2012-13 school year.

2. Presentation of Community Services Preliminary FY 13 Budget.

The FY 13 proposed preliminary budget has been developed with the input from each program coordinator or lead teacher. The Community Services Advisory Council approved the preliminary budget at their April 24th meeting and recommended this budget to the School Board. The budget reflects revenues of \$1,804,196 and expenditures of \$1,780,948.

3. Proposed 2012-13 Operating Capital and Health and Safety Budgets.

The FY 13 proposed preliminary budget has been developed with the input from Administrators, Technology Steering Committee, Facilities, Curriculum, and Activities Departments. The District's Capital Committee reviewed and prioritized all capital requests at their April 27th meeting and recommended this budget to the School Board. The budget reflects revenues of \$2,026,384, ongoing expenditures of \$2,025,999 and one-time expenditures of \$412,000 for a total expenditure budget of \$2,437,299.

VII. Superintendent's Report

A. Items for Individual Action

1. Revisions to Policy 515, "Protection and Privacy of School Records," and Policy 530, "Immunization Requirements."

On a motion by Fossum, seconded by Maple, the Board unanimously approved the revisions to School Board Policy 515, "Protection and Privacy of School Records" as presented.

On a motion by Pritchard, seconded by Stratmoen, the Board unanimously approved the revisions to School Board Policy 530, "Immunization Requirements" as presented.

2. Resolution for Termination and Non Renewal of Probationary Licensed Staff

On a motion by Nelson, seconded by Maple, the Board unanimously adopted the Resolution related to the termination and non-renewal of the teaching contracts of the probationary licensed teachers listed below effective at the end of the 2011-2012 school year. Voting 'yes' was Statmoen, Quinnell, Pritchard, Nelson, Maple, Fossum and Iverson. No one voted 'no.'

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Emily Waage	Kindergarten Teacher at Greenvale Park	.5
Amy Franklin	Kindergarten Teacher at Greenvale Park	.5

B. Items for Consent Grouping

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

1. Grant Requests. The Board approved the following grant requests.
 - Connected Kids (Community Services) is requesting \$10,000 from The Lawrence Foundation to provide funds to help maintain the current level of programming for the Connected Kids Mentoring Program.
 - Student Services is submitting a \$14,284.74 grant request. This is for a Federal American Recovery and Reinvestment Act (ARRA) grant administered by MDE to determine the feasibility of directly reporting real time student data to MDE.
2. Gift Agreement.

The Board accepted a gift of \$7,680.00 from The James Gang Wrestling Association to be used to purchase a new wrestling mat.
3. Grant from SpEd Forms.

The Board accepted a \$10,200 grant from SpEd Forms to support the efforts of Dr. Gary Lewis, Director of Student Services, in making improvements and enhancements to the special education due process forms and software utilized by our School District during the 2012-2013 school year. In return, SpEd Forms will have unrestricted access to and use of any work products developed by Dr. Lewis as a result of this grant. The grant will be paid to the District by no later than August 15, 2012 and will continue until June 30, 2013.
4. Minnesota District/School Local Literacy Plan.

State statute requires all school districts to prepare a local literacy plan, which describes the District's efforts to ensure that all students are proficient at grade level in reading by the end of third grade. The Board authorized the administration to review and file the plan as provided by law.
5. Personnel Items.
 - a. Appointments*
 1. Emily Lund, 1.0 FTE Math and Reading Support Teacher at Bridgewater Elementary, beginning 4/25/12 through 6/1/12, BA-0.
 2. Mary Hanson, Director of Teaching and Learning beginning 7/1/12, \$104,681/year.
 3. Christine Bye, 1.0 FTE Long-Term Substitute 7th Grade Social Studies Teacher, beginning on 5/10/12 through 6/4/12, BA45-0.
 4. Hope Langston, 1.0 FTE Response to Intervention (RtI) Coach at Bridgewater Elementary, beginning 8/28/12, MA-6.
 5. Leif Bade, Summer Maintenance Worker/Painter, beginning 6/4/12 through August 2012, \$9.50/hour.
 6. Hanna-Maria Barsness, Summer Maintenance Worker, beginning 5/9/12 through August 2012, \$9.25/hour.
 7. Matthew Bettinger, Summer Maintenance Worker, beginning 5/14/12 through August 2012, \$9.50/hour.
 8. Jeffrey Fowler, Summer Maintenance Worker, beginning 5/9/12 through August 2012, \$9.50/hour.
 9. Luke Peterson, Summer Maintenance Worker/Painter, beginning 4/26/12 through August 2012, \$9.25/hour.
 10. Dave Piper, Summer Maintenance Worker/Painter, beginning 6/4/12 through August 2012, \$10.25/hour.
 11. Ann Schmidt, Summer Maintenance Worker/Painter, beginning 6/4/12 through August 2012, \$9.50/hour.
 12. Jared Stowe, Summer Maintenance Worker, beginning 5/9/12 through August 2012, \$10.25/hour.
 13. Madonna Pumper, Long-Term Substitute Child Nutrition Associate I at Middle School for 3 hrs./day, beginning 5/4/12 through 6/1/12, \$13.55/hr.
 14. Bruce Dybvik, Workstation Specialist for 8 hrs./day at High School, beginning 6/1/12, \$34,426.21/year.
 15. Monique Kolb, Community Services Enrichment Coordinator, beginning 5/21/12, \$40,293.00/year (pro-rated for 2011-12 to \$4,868.81).

16. Joseph Jorgensen, 1.0 FTE Special Education Work Based Learning Teacher at the High School, beginning 8/28/12 through 6/5/13, BA-6*.
 17. Wendy Shampine, 1.0 FTE Special Education EBD Teacher at Bridgewater, beginning 8/28/12, BA45-4*.
- b. Increase/Decrease/Change in Assignment
1. Becky Gainey, .6 FTE Literacy Coach at Sibley, transfer to 1.0 FTE Response to Intervention (RtI) Coach at Sibley, beginning 8/28/12.
 2. Andrew Gilbertson, .5 FTE Elementary Academic Coach/.5 FTE Title Teacher at Bridgewater Elementary, transfer to 1.0 FTE RtI Coach at Bridgewater, beginning 8/28/12.
 3. Heather Ryden, 1.0 FTE Curriculum and Staff Development TOSA, transfer to 1.0 FTE RtI Coach at Greenvale Park, beginning 8/28/12.
 4. Diane Torbenon, .5 FTE Elementary Academic Coach/.5 FTE Reading Teacher at Greenvale Park Elementary, transfer to 1.0 FTE RtI Coach at Greenvale Park, beginning 8/28/12.
 5. Tania Will, .5 FTE Elementary Academic Coach/.5 FTE Grade 5 Teacher at Sibley Elementary, transfer to 1.0 FTE RtI Coach at Sibley, beginning 8/28/12.
 6. Shari Bridley, Special Ed Educational Assistant PCA at Longfellow for 5.6 hours/day, increase 2 hrs./week to 6 hours/day Special Ed Educational Assistant Bus PCA at Longfellow, beginning 5/1/12 through 6/1/12.
 7. Cindy Samuelson, Technology Specialist, decrease from 235 work days/year to 195 work days/year, beginning 7/1/12, \$46,443.14/year.
 8. Anne Claiborne Day, .5 FTE Grade 5 Teacher at Sibley Elementary, increase to 1.0 FTE Grade 5 Teacher, beginning 8/28/12.
 9. Darren Lofquist, 1.0 FTE Kindergarten Teacher at Sibley Elementary, transfer to 1.0 FTE Grade 2 Teacher at Bridgewater Elementary, beginning 8/28/12.
 10. Tammy McDonough, 1.0 FTE Long-Term Substitute 8th Grade Science Teacher at the Middle School, continue in 8th Grade Science position at the Middle School, beginning 8/28/12.
 11. Carrie Duba, .08 FTE School Psychologist at High School, transfer to 1.0 FTE School Psychologist/Early Childhood Special Education Team Leader at Longfellow, beginning 8/28/12.
 12. Jacque Ims, 1.0 FTE School Psychologist/Early Childhood Special Education Team Leader at Longfellow, transfer to School Psychologist at High School, beginning 8/28/12.
 13. Kristen Johnson, 1.0 FTE Special Education Teacher at High School, transfer to .75 FTE Title I Teacher at Bridgewater Elementary, beginning 8/28/12.
 14. Ashley Northrup, 1.0 FTE School Psychologist at Greenvale Park/Middle School, transfer to School Psychologist at Middle School, beginning 8/28/12.
 15. Patsy Ophaug, .5 FTE Special Education Teacher at High School, transfer to Bridgewater Elementary beginning 8/28/12.
 16. Stephani Parlin, 1.0 FTE Special Education Teacher at Bridgewater Elementary, transfer to Special Education Teacher at High School, beginning 8/28/12.
 17. Melissa Reed, 1.0 FTE School Psychologist at Bridgewater/Sibley Elementary, transfer to School Psychologist at Sibley beginning 8/28/12.
 18. Deb Seitz, 1.0 FTE Special Education Teacher at Bridgewater Elementary, transfer to Special Education Teacher at Middle School beginning 8/28/12.
 19. Karleen Sherman, 1.0 FTE Special Education Teacher at Bridgewater/Sibley Elementary, transfer to Special Education Teacher at Sibley beginning 8/28/12.
- c. Leaves of Absence
1. RoseAnn Rossow, requesting leave of absence beginning 4/27/12 through 6/1/12.
 2. Diane Frederick, extending FMLA leave of absence through 5/4/12 with intermittent leave beginning 5/7/12 through 5/31/12.
 3. Kristen Johnson, requesting .25 FTE leave of absence for the 2012-13 school year.
 4. Tina Holum, requesting FMLA leave of absence beginning 8/28/12 through 10/12/12.
 5. Connie Nelson, FMLA leave of absence beginning 5/10/12 through 6/5/13.
 6. Stephanie Hagberg, FMLA childcare leave of absence from on or about 10/28/12 for up to twelve work weeks.

- d. Retirement/Resignations
 1. Rhea Miller, Bridgewater Elementary School Nurse, retirement effective 6/30/12.
 2. Meredith Mount, KidVentures Site Assistant, resignation effective 5/16/12.
 3. Jennifer Rauk, Media Specialist at Bridgewater Elementary, resignation effective end of 2011-12 school year.

Advancement of Licensed Staff to Tenure Status 2012-13

Catherine Auge, Angela Blewett, Natalie Dimberg, Carrie Duba, Ann Dybvik, Robert Garcia, Darren Lofquist, Tammy McDonough, Anne Morrissey, Lisa Muir, Heather Olivier, Renee Rasmussen, Lisa Krueger Robb, Mary Schmitt, Erik Swenson, Leslee Swenson, Laura Talbot Peterson, Sara Webster, Kate Woodstrup, Elizabeth Ziemann

Advancement of Licensed Staff to Third Year Probationary Status

Paul Bernhard, Jane Dolan, Maggie Goldade, Shari Karlsrud, Stephanie Mahal, Jaclyn McKay, Annie Oftedahl, Brittany Rathbun, Kathryn Shorma, Sarah Van den Akker

Advancement of Licensed Staff to Second Year Probationary Status

Claiborne Day, Tina Holum, Virginia Kennedy, Katie Morris, Stephani Parlin, Eric Sandberg, Karleen Sherman, Jamie Wiebe

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

VIII. Items for Information

1. Policy 807, Health and Safety.

Policy 807 is a mandatory policy required by Minnesota Statutes in order for school districts to access health and safety dollars that specifically fund District health and safety projects. The content of the policy is substantively directed by State statute. A copy of the policy was given to the Board. Discussion and final action by the School Board on this policy is scheduled for the May 29, 2012 Regular School Board meeting.

2. Revisions to School Board Policy 411, Disability Period After Childbirth.

This revision to the policy increases the number of weeks of paid leave an individual can use after childbirth from six to eight. In actuality, the District practice has been to allow up to 12 paid weeks, provided the employee had the accumulated sick leave. In March 2011, the District notified employees that the practice would be changing to match the recommended changes to the policy beginning July 12, 2012. The update of the policy completes the change in practice for the District. Discussion and final action by the School Board on this policy is scheduled for the May 29, 2012 Regular School Board meeting.

3. Enrollment Report – May 2012.

IX. Future Meetings

Please note change in day: Tuesday, May 29, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, June 11, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Fossum, the Board adjourned at 8:35 PM.

Noel Stratmoen
School Board Clerk