

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, April 27, 2015
Northfield High School, Media Center

AGENDA

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
This is an opportunity for members of the 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 himself/herself and the group represented, if any. He/She will then state the reason for addressing the Board. To insure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. Please know that this is not a time to debate an issue, but for you to make your comments.
- IV. Approval of Minutes
- V. Announcements and Recognitions
- VI. Items for Discussion and /or Reports.
 - 1. Proposed 2015-2016 Child Nutrition Budget.
 - 2. Proposed 2015-2016 Non-Operating Fund Budgets.
- VII. Superintendent's Report
 - A. Items for Individual Action
 - 1. Fiscal Year 2014-15 Child Nutrition Budget Amendment.
 - 2. Transformational Technology Recommendations.
 - 3. Community Services Resolution for Fund Transfer.
 - 4. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.
 - B. Items for Consent Grouping
 - 1. Gift Agreements.
 - 2. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.
 - 3. Personnel Items.
- VIII. Items for Information
There are no items for information.
- IX. Future Meetings
Monday, May 11, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Tuesday, May 26, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

MEMORANDUM

Monday, April 27, 2015, 7:00 PM
Northfield High School Media Center

TO: Members of the Board of Education
FROM: L. Chris Richardson, Ph. D., Superintendent
RE: Explanation of Agenda Items for the April 27, 2015, School Board Meeting

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
- IV. Approval of Minutes
Minutes of the Regular School Board meetings held on April 13, 2015, are enclosed for your review and comment.
- V. Announcements and Recognitions
- VI. Items for Discussion and / or Reports
 1. Proposed 2015-2016 Child Nutrition Budget.
Child Nutrition Director Stephany Stromme will present the 2015-16 proposed child nutrition budget. This fund is used to record financial activities of providing nutrition services to students, which include preparation and service of the milk, meals, and snacks in connection with school and community services activities. The 2015-2016 proposed budget includes a recommended increase of \$.15 per meal. No Board action is required by the Board at this meeting.
 2. Proposed 2015-2016 Non-Operating Fund Budgets.
The following proposed budgets for 2015-16 will be presented by Val Mertesdorf, Director of Finance:
 - Debt Service Fund accounts for the School District's outstanding bonded indebtedness for past building construction and major capital projects. Revenues represent property tax levies, state credits, and a minor amount of interest. Expenditures represent principal and interest payments on bonds previously sold.
 - Fiduciary or Trust Fund is used to record revenues and expenditures for trust agreements where the school board has accepted responsibility to serve as trustee, as well as annual gifts and donations for student scholarships.No action is required by the Board at this meeting.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Fiscal Year 2014-15 Child Nutrition Budget Amendment.
Child Nutrition Director, Stephany Stromme, is recommending a revision to the FY15 Child Nutrition Budget. The adopted budget included revenues of \$1,794,200 and expenditures of \$1,884,631. The recommended revised budget has revenues of \$1,953,900 and expenditures of \$2,049,789. There are several reasons for the revision, including some personnel changes, additional food costs and revising the revenue forecast with actual participation.

Superintendent's Recommendation: Motion to approve the revised 2014-15 child nutrition budget as presented.
 2. Transformational Technology Recommendations.
At the April 13, 2015, School Board meeting, Director of Technology, Kim Briske, presented the recommendations from the District Technology Steering Committee for the next phase of Transformational Technology, including 1:1 technology implementation. The presentation included a summary of the process used to gather and respond to data regarding the current

technology use along with the rationale for the proposed new hardware leases and management software for staff and student equipment. Ms. Briske also provided information about programmatic changes, including new management software for student equipment that restricts access to the APP Store, a new classroom management tool and software, and hardware supports for courses that do extensive writing.

Superintendent's Recommendation: Motion to approve a four year lease of tablet computers, cases, and the Casper mobile device management system for staff and students beginning with the 2015-16 school year and ending no later than the 2018-19 school year at a cost of no more than \$422,000 per year. The Superintendent's recommendation also includes implementing programmatic changes that will restrict student access to Apple's App Store on student iPads, provide sets of keyboards available for classroom checkout beginning with the new student iPad lease, and discontinue the District's filtering of student Internet access outside of school networks.

3. Community Services Resolution for Fund Transfer.

Director of Community Services Erin Bailey requests Board of approval of the enclosed Resolution authorizing the transfer of funds.

Superintendent's Recommendation: Motion to approve the Resolution for Fund Transfer, which authorizes the transfer of \$40,000 from the reserve fund for Early Childhood Family Education to the reserve fund for School Readiness. The transfer will not diminish instructional opportunities for students.

4. 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 2014-2015 school year.

<u>Name</u>	<u>FTE</u>	<u>Position</u>
Dustee Armstrong	1.00	Grade 4/Media
Margaret Huber	.036	Read 180
Kim Milne	.80	Science
Mary Jo Arndt	.40	FACS
Esme Hintz	1.00	Physical Education
Heather Kuehl	.50	English/Language Arts
Laura Hakala	.60	EL
Katherine Klein	.40	Science
Joni Karl	.40	Math
Elaine Harries	1.00	Special Ed
Wendy Shampine	1.00	Special Ed
Tallie Berkvam	1.00	Special Ed
Angela Kruse	1.00	Speech

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 2014-2015 school year.

B. Items for Consent Grouping

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

1. Gift Agreements.

The School Board is asked to approve the enclosed gift agreements:

- Between Northfield Public Schools and Bridgewater Elementary School's PTO in the amount of \$25,000 to be used towards the purchase of playground equipment at Bridgewater.
- Between Northfield Public Schools and Allen Stier, who donated a HeartSine AED valued at \$1195. The AED was placed on the second floor at Northfield Middle School.

2. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.

The District has been contacted by the Northfield Historical Society, the sponsor of the July 4th fireworks display, for permission to use the green space between Northfield Middle School and Bridgewater Elementary School for the fireworks display. The School District has granted permission for this activity and waived the ban of fireworks on School District property in the past.

3. Personnel Items.

a. Appointments*

1. Ryan Atkinson, Seasonal Maintenance Worker in the District/Building & Grounds for 8 hours/day beginning 06/08/2015 – 09/15/2015; \$9.00/hour.
2. Bjorn Bade, Seasonal Maintenance Worker in the District/Building & Grounds for 8 hours/day beginning 06/08/2015 – 09/15/2015; \$10.00/hour.
3. Sam Carlson, CS Recreation Staff (Soccer Supervisor) beginning 04/27/2015 – 05/31/2015; \$10.00/hour.
4. Megan Christophersen, Seasonal Maintenance Worker in the District/Building & Grounds for 8 hours/day beginning 5/18/2015 – 09/15/2015; \$9.50/hour.
5. Len R. Kallsen III, Summer Weight Room Head Coach at the High School beginning 06/08/2015 – 08/14/2015; \$4,800/stipend.
6. Caymon Koch, Seasonal Maintenance Worker in the District/Building & Grounds for 8 hours/day beginning 06/08/2015 – 09/15/2015; \$9.00/hour.
7. Dave Piper, Seasonal Maintenance Technician in the District/Building & Grounds for 8 hours/day beginning 06/15/2015 – 08/15/2015; \$12.50/hour.
8. Adam Rodgers, Seasonal Maintenance Worker in the District/Building & Grounds for 8 hours/day beginning 06/08/2015 – 09/15/2015; \$9.00/hour.
9. Jacob Stowe, Seasonal Maintenance Worker in the District/Building & Grounds for 8 hours/day beginning 06/08/2015 – 09/15/2015; \$9.00/hour.
10. Greg Sumner, ALC Summer School Teacher for Boundary Waters Summer Trip for 40 hours beginning 06/08/2015 – 06/12/2015; MA, Step 8.
11. Community Services Summer 2015 Brochure Instructors – See attached list.
12. Athletics/Activities Event Worker beginning 04/24/2015:
 - A. Ryan Malecha
 - B. Renee Marlenee

b. Increase/Decrease/Change in Assignment

1. Burt Bemmels, 1.0 FTE Mathematics Teacher at the ALC, continue position for 2015-16 school year beginning 08/31/2015 – 06/08/2016.
2. Kathleen Casson, .20 FTE Long-term Sub German Teacher at the High School, change to 1.0 FTE German Teacher (.8 at the High School; .2 at the Middle School) beginning 08/31/2015. **
3. Kristen Craft, 1.0 FTE Grade 1 Teacher at Sibley Elementary for 2014-15, change to 1.0 FTE Grade 1 Teacher at Sibley beginning 08/31/2015. **
4. Cece Green, Child Nutrition Manager at the High School, add Summer Child Nutrition Lead at Greenvale Park for 3.5 hours/day (5 weeks), and 5.5 hours/day (7 weeks) beginning 06/08/2015 – 08/28/2015; \$16.50/hour.
5. Alyssa Hare, Club Leader at Bridgewater, add Temporary Targeted Services Summer PLUS Site Assistant (\$11.67/hour)/Club Leader (\$18.68/hour) at Greenvale Park for 5.5 hours/day beginning 06/23/2015 – 08/06/2015.

6. Mary Harrity-Davidson, .25 FTE Physical Education Teacher at the ALC, continue position for 2015-16 school year ongoing beginning 08/31/2015.
7. Kris Johnson, 1.0 FTE Grade 1 Teacher at Bridgewater, transfer to 1.0 FTE Grade 2 Teacher at Greenvale Park beginning 08/31/2015.
8. Cheryl Mathison, Teacher at the ALC, add ALC Summer School Teacher for the Boundary Waters trip for 40 hours beginning 06/08/2015 – 06/12/2015.
9. Curtis Mikkelson, Social Studies Teacher at the Middle School, add ALC Summer School Teacher at the ALC for up to 5 hours/day (M-Th) beginning 06/15/2015 – 07/30/2015.
10. Lori Mullen, Child Nutrition Associate III at Bridgewater, add Summer Child Nutrition Associate at the Middle School for 3 hours/day beginning 06/22/2015 – 08/06/2015; \$14.50/hour.
11. Lori Rossmiller, .8 FTE Spanish Teacher at the High School, add .2 FTE for 1.0 FTE Spanish Teacher at the High School beginning 08/31/2015. **
12. Ann Schmidt, Child Nutrition Associate II/III at the High School, add Summer Child Nutrition Associate at Greenvale Park for 3.5 hours/day beginning 06/23/2015 – 08/06/2015; \$14.50/hour.
13. Micah Schultz, 1.0 FTE LTS Social Studies Teacher at the ALC, change to 1.0 FTE Social Studies Teacher at the ALC beginning 08/31/2015. **
14. Tony Seidl, 1.0 FTE Grade 3 Teacher at Greenvale Park, transfer to 1.0 FTE Grade 1 Teacher at Bridgewater beginning 08/31/2015.
15. Geoff Staab, 1.0 FTE LTS Math Teacher, change to 1.0 FTE Math Teacher at the High School beginning 08/31/2015. **
16. Daniel Taylor, 1.0 FTE Long-Term Substitute Biology Teacher for 2014-15, change to 1.0 FTE LTS Biology Teacher at the High School for 2015-16 beginning 08/31/2015 – 06/08/2016. **
17. Katherine Woodstrup, Art Teacher at Bridgewater, add Targeted Services PLUS Teacher at Greenvale Park for 1.25 hours/day (2 days/week) beginning 04/21/2015 – 05/28/2015; Year 5, \$27.73/hour.

c. Leave of Absence

1. Jackie Meyer, Family/Medical Leave of Absence beginning 04/09/2015 for intermittent basis for up to 60 work days.

d. Resignations

1. Paul Bell, District Building & Grounds Director, resignation effective 05/29/2015.
2. Gerald Johnson, Media Specialist at Bridgewater, resignation effective at the end of the 2014-15 school year.

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

**Subject to revision upon settlement of the 2015-17 NEA Master Agreement.

VIII. Items for Information

There are no items for information at this time.

IX. Future Meetings

Monday, May 11, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Tuesday, May 26, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

April 13, 2015

Northfield High School Media Center

- I. Call to Order.
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education to order at 7:00 PM. Margaret Colangelo was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
There was no public comment.
- IV. Approval of Minutes
On a motion from Quinnell, seconded by Maple, minutes of the Regular School Board meeting held on March 9, 2015 were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to all 27 Northfield students who competed at DECA State March 8-10. A special congratulation goes to Tyler Hepler who scored second in his Business Finance event and earned a trip to DECA Nationals in Orlando Florida, April 25-28. Tyler made Northfield DECA history as he is the first student to earn a trip to Nationals.
 - This year Greenvale Park donated \$1927 to the American Heart Association. Since Greenvale Park started raising funds for the American Heart Association in 1995, the school has raised nearly \$70,000. What a great community service!
 - Jodi Johnson Greene, a 1990 Northfield High School graduate, has been selected as this year's recipient of the Distinguished Alumni Award. Last year Jodi was named deputy undersecretary of the Navy for policy and is a top advisor to U.S. Secretary of the Navy Ray Mabus. Jodi will receive the Distinguished Alumni Award on Wednesday, April 29. The ceremony begins at 6:30 PM in the Middle School Auditorium.
 - 10th Year Anniversary Congratulations to Northfield's Tackling Obstacles and Raising College Hopes initiative. They will be having a celebration on Monday April 20th from 7:30-8:30 p.m. in the Carleton College Alumni Guest House.
 - The annual Defeat of Jesse James' Days has some hard working students making sure it is a success every year. Local special needs students work hard to put together the buttons each year. They're trying to make 12,500 buttons ahead of this year's festival. Special needs students from Northfield Middle School and High School make up the employees for the program. The goal is to help the young adults learn real life skills. Without much fanfare, students in Northfield have been doing this behind the scenes work for more than 20 years. This year the Jesse James celebration's new board chair T.J. Heinrich will invite the students to be an official part of the promotional photos, the pig roast, and to be front row for the parade.
 - Another season of Robotics has given our team new opportunities. This past weekend the Northfield Robotics Team competed at the North Star Regional FIRST Robotics Competition (FRC) at the University of Minnesota. After a day of inspections and practice rounds and 1.5 days of competitive matches, we were selected for a Final Alliance and were able to compete in the Quarter Finals of the Championship Rounds. For the first time our team compiled a Chairman's Award paper and produced a video of our team's 5-year history. Three team members (Lilly Dunlop, Jackson Hillmann and Nathaniel Urke) presented these to the FRC judges.
- VI. Items for Discussion and / or Reports
 1. District Technology Steering Committee Recommendations
Director of Technology, Kim Briske, presented the recommendations from the District Technology Steering Committee for the next phase of Transformational Technology, which included 1:1 technology implementation for 4th through 12th grade and a 1:2 technology implementation for kindergarten through 3rd grade. The presentation included a summary of the process used to gather and respond to data regarding our current technology use along with the

rational for the proposed new hardware leases and management software for staff and student equipment.

2. Clarification of Longfellow, Greenvale Park and High School Facilities Plans
Mark Hayes, architect with ATS&R, provided the Board with updated recommendations for the proposed Longfellow and Greenvale Park interdependent plan. This update included revised plans for Longfellow and the repurposed Greenvale Park Early Childhood and Community Services building that reflect placement of all early childhood programming at a repurposed Greenvale Park building. The architect also reviewed the High School proposal and addressed the feasibility of maintaining a portion of the existing building if a new High School were to be built on another portion of the existing high school site.
3. Update on Current Legislative Budget Targets
Dr. Richardson provided an overview of the current House, Senate and Governor's education budget targets and what the proposed funding by each of these entities would mean for the 2015-17 Biennium.

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Discontinuing and Reducing Educational Programs and Positions
On a motion made by Iverson, seconded by Maple, the Board unanimously approved the Resolution Discontinuing and Reducing Educational Programs and Positions. Voting 'yes' was Hardy, Maple, Iverson, Quinnell, Stratmoen and Pritchard. No one voted 'no.' Colangelo was absent.
2. Designation of "Identified Official with Authority" for MN Department of Education
On a motion made by Stratmoen, seconded by Hardy, the Board unanimously designated Christine Neset, Student Information System Specialist, as the Identified Official with Authority to authorize user access to MDE secure websites for the Northfield School District.

B. Items for Consent Grouping

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

1. Financial Reports: July – December 2014
The Board approved the following:
 - Paid bills totaling \$2,040,852.84, payroll checks totaling \$671,650.61, bond payments totaling \$603,106.05 and the financial reports for July 2014.
 - Paid bills totaling \$2,106,881.10, payroll checks totaling \$742,685.05, and the financial reports for August 2014. No bond payments were made in August 2014.
 - Paid bills totaling \$1,825,170.07, payroll checks totaling \$2,889,591.81, and the financial reports for September 2014. No bond payments were made in September 2014.
 - Paid bills totaling \$1,931,358.45, payroll checks totaling \$2,702,074.80, and the financial reports for October 2014. No bond payments were made in October 2014.
 - Paid bills totaling \$1,376,586.45, payroll checks totaling \$2,601,236.92, and the financial reports for November 2014. No bond payments were made in November 2014.
 - Paid bills totaling \$1,456,316.59, payroll checks totaling \$2,604,072.80, and the financial reports for December 2014. No bond payments were made in December 2014.
2. Gift Agreement
The Board approved the gift agreement between the Northfield Public Schools and Victoria Roller in the amount of \$1840 to cover expenses incurred by High School Business Education Teacher Julie Wolner to attend the DECA National Convention in Orlando, FL April 25-29.
3. Grant Requests
The Board approved the following grant requests:
 - To the Northfield Area United Way:
 - ✓ Community Services – PRIMETIME Kindergarten through 8th grade – is requesting \$36,858 from the United Way to help provide after school and summer enrichment

to over 600 Northfield Public Schools children beginning in July 2015 through June 2016.

- ✓ Community Services – Bridges to Kindergarten – is requesting \$4500 from the United Way to provide funding for transportation to this three week program at each elementary building.
- ✓ Community Services and Special Education – Camp FRIENDS – is requesting \$1596 to provide social, recreational and educational programming for middle school and high school students with disabilities.
- To WINGS:
 - ✓ Community Services – the Connected Kids Mentoring Program – is requesting \$6,200 from WINGS to provide continued on-site support and supervision for the after school mentoring matches at the three elementary schools.
 - ✓ Community Services and Special Education – Camp FRIENDS – is requesting \$1638 from WINGS to provide social, recreational and educational programming for middle school and high school students with disabilities.
 - ✓ Community Services – Early Childhood Family Education – is requesting \$3000 from WINGS to support ECFE’s outreach program, Lunch and Learning. This program offers early childhood education, parent/child interaction time, parent education and special education services one afternoon a week at Greenvale Park Community Center and Jefferson Square to families who have been marginalized and for whom transportation to the NCRC is a barrier.
- 4. Personnel Items.
 - a. Appointments*
 1. Sam Bearak, Targeted Services Summer BLAST Site Assistant at the MS/Carleton for 5.5 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015; Step 1, \$11.67/hour.
 2. Serena Bernthal-Jones, Targeted Services Summer BLAST Site Assistant at the MS/Carleton for 5.5 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015, Step 1, \$11.67/hour.
 3. Erin Brush, 1.0 FTE Math Teacher at the Middle School beginning 08/31/2015; BA, Step 1. **
 4. Keelin Davis, Targeted Services Summer BLAST Site Assistant at the MS/Carleton for 5.5 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015; Step 1, \$11.67/hour.
 5. Caleb Flack, Targeted Services Summer BLAST Site Assistant at the MS/Carleton for 5.5 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015; Step 1, \$11.67/hour.
 6. Tammy K. Hanson, Community Evening School Club Leader at Greenvale Park for 2 hours/day (2 days/week) beginning 03/19/2015 – 05/28/2015; \$18.68/hour.
 7. Jenna Huberg, Early Ventures Site Assistant at Longfellow for 38 hours/week beginning 04/09/2015 - 06/05/2015, Step 1, \$11.67/hour.
 8. Kristi Huettl, Targeted Services Summer PLUS Teacher at Greenvale Park for 2.5 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015; Year 4, \$27.73/hour.
 9. Correction: Aliza Jung, Community School Evening Club Student Site Assistant at Greenvale Park for 2 hours/day (2 days/week) beginning 03/10/2015 – 05/28/2015; \$8.39/hour.
 10. Greta Nelson, CS Recreation Tennis Instructor beginning 04/07/2015 – 05/31/2015; \$8.00/hour.
 11. Courtney Olson, KidVentures Site Assistant at Sibley Elementary for up to 15 hours/week beginning 04/14/2015; Step 1, \$11.67/hour.
 12. Ellen Panek, Special Education Educational Assistant-PCA at Greenvale Park for 6.75 hours/day beginning 04/01/2015 – 06/05/2015; SpecEd EA-PCA Step 1, \$13.73/hour.

13. Kaitlyn Sevilla, Targeted Services Summer BLAST Teacher at MS for 3 hours/day (M-Th); TS Club Assistant for 2 hours/day (M-Th), \$27.11/hour, beginning 06/22/2015 – 08/06/2015.
 14. Anna Showers, Targeted Services Summer PLUS Site Assistant at GVP for 5.5 hours/day (M-Th) beginning 06/22/2015 – 08/06/2015; Step 2, \$11.98/hour.
 15. Amanda M. Smith, Child Nutrition Associate I at Bridgewater Elementary for 3 hours/day beginning 04/01/2015; \$15.21/hour.
 16. Kathy Sutherland, Long-Term Substitute Custodian at Greenvale/Sibley for 8 hours/day beginning 04/07/2015 - 06/05/2015, \$14.78/hour.
 17. Kari Thompson, 1.0 FTE Elementary Companeros Teacher at Greenvale Park beginning 08/26/2015; BA, Step 2. **
 18. Ruth Trevino, General Education Educational Assistant-EL at the Middle School for 6.5 hours/day beginning 04/01/2015 – 06/05/2015; Step 2, \$13.58/hour.
 19. Benjamin Papke, CS Recreation Floor Hockey beginning 04/04/2015 – 05/31/2015; \$10.00/hour.
 20. Mark Welinski, CS Elementary Tennis Instructor beginning 04/07/2015 – 5/31/2015; \$10.00/hour.
 21. Amy Atkinson, Targeted Services PLUS Teacher at Greenvale Park for 3 hours/day (M-Th) beginning 06/22/2015 – 08/06/2015; Year 1, \$27.11/hour.
 22. William Kaul, Seasonal Maintenance Technician for 8 hours/day District-wide beginning 04/15/2015 – 10/15/2015, \$12.75/hour.
 23. Amanda Malecha, Summer PLUS Temporary Site Assistant at Greenvale Park for 5.5 hours/day (M-Th) beginning 06/23/2015-08/06/2015, Year 3, \$12.28/hour.
 24. Correction: Anna Showers, Targeted Services Summer PLUS Site Assistant at GVP for 5.5 hours/day (M-Th) beginning 06/22/2015 – 08/06/2015, Step 2, \$11.98/hour – *change to:* Targeted Services Summer PLUS Temporary Site Assistant at GVP for 5.5 hours/day (M-Th) beginning 06/22/2015 – 08/06/2015, \$11.67/hour.
 25. Juan Trinidad, Evening Custodian at Middle School for 8 hours/day (M-F) beginning 04/15/2015, Step 1, \$14.78/hour.
 26. Grace Vasilis, Targeted Services PLUS Temporary Site Assistant at GVP for 5.5 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015, \$11.67/hour.
 27. Correction: Sam Bearak, Targeted Services Summer BLAST Site Assistant, *change to:* Targeted Services Summer BLAST Temporary Site Assistant, \$11.67/hour.
 28. Correction: Serena Bernthal-Jones, Targeted Services Summer BLAST Site Assistant, *change to:* Targeted Services Summer BLAST Temporary Site Assistant, \$11.67/hour.
 29. Correction: Keelin Davis, Targeted Services Summer BLAST Site Assistant, *change to:* Targeted Services Summer BLAST Temporary Site Assistant, \$11.67/hour.
 30. Correction: Caleb Flack, Targeted Services Summer BLAST Site Assistant, *change to:* Targeted Services Summer BLAST Temporary Site Assistant, \$11.67/hour.
 31. Correction: Jenna Huberg, Early Ventures Site Assistant, *change to:* Early Ventures Temporary Site Assistant, \$11.67/hour.
- b. Increase/Decrease/Change in Assignment
1. Jill Bohlen, Special Education Educational Assistant PCA (6.75 hrs./day) at Greenvale Park, add GenEd EA-Supv. for .25 hours/day (Tues-Friday) beginning 3/20/2015.
 2. Tiffany Malecha, Kindergarten Teacher at Greenvale Park, add Community School Club Leader for 2 hours/day, 2 days/week beginning 04/02/2015 – 05/28/2015, \$18.68/hour.
 3. Rustianna Mechura, Child Nutrition Associate I at Bridgewater, change to Child Nutrition Associate I at the Middle School for 3.75 hours/day beginning 03/31/2015.
 4. Rustianna Mechura, Child Nutrition Associate I, add Targeted Services Summer PLUS Site Assistant for 3 hours/day (M-Th) (Step 3, \$12.28/hour); add TS PLUS

- Club Leader for 1.75 hours/day (M-Th) (\$18.68/hour) at Greenvale beginning 06/22/2015 – 08/06/2015.
5. Tonya Merritt (Skruzacek), KidVentures Site Assistant/Early Ventures Site Assistant at Sibley/Longfellow, change to KidVentures Site Leader at Bridgewater for 3 hours/day and Early Ventures Site Assistant at Longfellow for 5 hours/day beginning 4/13/2015 – 06/05/2015.
 6. Amy Moeller, .5 FTE English/Language Arts Teacher at the High School, voluntary reduction of .1 FTE to .4 FTE beginning with the 2015-16 school year.
 7. Lori Mullen, Temporary Child Nutrition Manager at Bridgewater, change to Child Nutrition Associate III at Bridgewater for 6.5 hours/day beginning 03/21/2015.
 8. Elizabeth Nelson, Temporary Child Nutrition Associate III at Bridgewater, change to Child Nutrition Associate I at Bridgewater for 3.75 hours/day beginning 03/18/2015.
 9. Targeted Services Summer PLUS Program for 3 hours/day (M-Th) beginning 06/22/2015 – 08/06/2015:
 - A. Sara Anderson, TS Summer PLUS Teacher at Greenvale Park; Year 2, \$27.11/hour.
 - B. Dustee Armstrong, TS Summer PLUS Teacher at Greenvale Park; Year 1, \$27.11/hour.
 - C. Brittany Ellerbusch, TS Summer PLUS Teacher at Greenvale Park; Year 5, \$27.73/hour.
 - D. Robert Garcia, TS Summer PLUS Teacher at Greenvale Park; Year 5, \$27.73/hour.
 - E. Lily Landry, TS Summer PLUS Teacher at Greenvale Park; Year 2, \$27.11/hour.
 - F. Karen Lane, TS Summer PLUS Teacher at Greenvale Park; Year 1, \$27.11/hour.
 - G. Darren Lofquist, TS Summer PLUS Teacher at Greenvale Park; Year 3, \$27.11/hour.
 - H. Tiffany Malecha, TS Summer PLUS Teacher at Greenvale Park; Year 2, \$27.11/hour.
 - I. Melissa Spitzack, TS Summer PLUS Teacher at Greenvale Park; Year 4, \$27.73/hour.
 - J. Diane Torbenson, TS Summer PLUS Teacher at Greenvale Park; Year 2, \$27.11/hour.
 - K. Kate Woodstrup, TS Summer PLUS Teacher at Greenvale Park; Year 5, \$27.73/hour.
 10. Targeted Services Summer PLUS Program for 5.5 hours/day (M-Th) beginning 06/22/2015 – 08/06/2015:
 - A. Sheila Atkinson, TS PLUS Site Assistant at Greenvale Park; Step 2, \$11.98/hour.
 - B. Kristin Basinger, TS PLUS Site Lead at Greenvale Park; Step 4, \$15.76/hour.
 - C. Elizabeth Brewer, TS PLUS Site Assistant at Greenvale Park; Step 4, \$12.61/hour.
 - D. Robyn Jessen, TS PLUS Site Assistant at Greenvale Park; Step 1, \$11.67/hour.
 - E. Anna Kelly, TS PLUS Site Assistant at Greenvale Park; Step 1, \$11.67/hour.
 - F. Bonnie Klamm, TS PLUS Site Assistant at Greenvale Park; Step 4, \$12.61/hour.
 - G. Arlette Nelson, TS PLUS Site Assistant at Greenvale Park; Step 4, \$12.61/hour.
 - H. Dee Tomczik, TS PLUS Site Assistant at Greenvale Park; Step 4, \$12.61/hour.
 - I. Arlene Tuma, TS PLUS Site Assistant at Greenvale Park; Step 1, \$11.67/hour.
 11. Targeted Services Summer BLAST Program (Monday-Thursday):
 - A. Catherine Lovrien, TS Summer BLAST Site Assistant at the Middle School for 5.5 hours/day beginning 06/23/2015 – 08/06/2015; Step 1, \$11.67/hour.
 - B. Cori Oian, TS Summer BLAST Teacher at the Middle School for 1.25 hours/day for up to 3 days/week beginning 03/17/2015 – 05/28/2015, Year 1, \$27.11/hour.

- C. Brent Rauk, TS Summer BLAST Teacher at Middle School for 2.5 hours/day beginning 06/23/2015 – 08/06/2015; Year 2, \$27.11/hour.
 - D. Micah Schultz, TS Summer BLAST Teacher at the MS for up to 5 hours/day beginning 06/23/2015 – 08/06/2015, Year 1, \$27.11/hour.
 - E. Sara Tetreault, TS Summer BLAST Site Leader at the Middle School for 5.5 hours/day beginning 06/23/2015 – 08/06/2015; Step 2, \$14.85/hour.
 12. Dana Gearing, EL Teacher at GVP, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (1 day/week) beginning 04/20/2015 – 05/28/2015; Year 3, \$27.11/hour.
 13. Targeted Services Summer PLUS Program for 5.5 hours/day (M-Th) beginning 6/23/2015 – 08/06/2015:
 - A. Stephanie Balma, TS PLUS Temporary Site Assistant at Greenvale Park; \$11.67/hour.
 - B. Ellen Panek, TS PLUS Temporary Site Assistant at Greenvale Park; \$11.67/hour.
 - C. Michele Warden, TS PLUS Temporary Site Assistant at Greenvale Park; \$11.67/hour.
 14. ALC Summer School Teacher at ALC for up to 5 hours/day for two sessions beginning 06/05/2015-07/02/2015 and 07/13/2015-07/30/2015:
 - A. Renee Burnham, ALC Summer School Teacher, BA Step 6.
 - B. Paul Eddy, ALC Summer School Teacher, MA Step 14.
 - C. Jeanne Mahoney-Hanzlik, ALC Summer School Teacher, MA-15 Step 14.
 15. Gina Swenson, Targeted Services Summer PLUS Teacher for 3 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015, Year 2, \$27.11/hour.
 16. Correction: Anna Kelly, TS PLUS Site Assistant at GVP, *change to:* TS PLUS Temporary Site Assistant, \$11.67/hour.
 17. Correction: Arlene Tuma, TS PLUS Site Assistant at GVP, *change to:* TS PLUS Temporary Site Assistant, \$11.67/hour.
- c. Leaves of Absence
1. Stephanie Hagberg, Family/Medical Leave of Absence beginning on or about 05/15/2015 and continuing through the end of the 2014-2015 school year.
 2. Tina Holum, EL Teacher at Greenvale Park, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 3. Craig Johnson, HS Science Teacher, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 4. Betty Kline, Family/Medical Leave of Absence beginning 04/07/2015 - 06/05/2015.
 5. Kathleen Kopseng, 1.0 FTE English Teacher at the High School, .2 FTE Unpaid Leave of Absence for the 2015-16 school year to .8 FTE.
 6. Dan Kust, Grade 6 Teacher at the Middle School, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 7. Sara Mikkelson, 1.0 FTE Grade 6 Teacher at the Middle School, .2 FTE Unpaid Leave of Absence for the 2015-16 school year to .8 FTE.
 8. Michelle Morales, EL Teacher at Greenvale Park, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 9. Anne Morrissey, Grade 2 Teacher at Greenvale Park, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 10. Jacie Myers, Special Education Teacher at Greenvale Park, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 11. Allison Otte, Kindergarten Teacher at Sibley, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.
 12. Ashley Patterson, Family/Medical Leave of Absence beginning on or about 07/17/2015 for 12 work weeks.
 13. Amy Pfefferle, Grade 2 Teacher at Sibley, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.

14. Priscilla Rotunda, Family/Medical Leave of Absence beginning on 03/26/2015 - 04/13/2015.
15. Cindy Samuelson, Family/Medical Leave of Absence beginning on 03/30/2015 for up to 60 work days.
16. Kasha Zeman, Special Education Teacher at Sibley, 1.0 FTE Unpaid Leave of Absence for the 2015-16 school year.

d. Resignations / Retirements

1. Burton Bemmels, Long-Term Substitute Math Teacher, resignation effective 06/05/2015.
2. Vanessa Grave, KidVentures Site Lead/Education Assistant, resignation effective 03/27/2015.
3. Shari Hagen, World Language Teacher at the High School, retirement effective at the end of the 2014-2015 school year.
4. Sonia Johnson, Grade 4 Teacher at Greenvale Park, retirement effective 06/05/2015.
5. Robert Kluver, Grade 6 Teacher at the Middle School, retirement effective at the end of the 2014-2015 school year.
6. Alyce Lindholm, Grade 2 Teacher at Greenvale Park, resignation effective at the end of the 2014-2015 school year.
7. Dan Meyers, resignation as Fall Strength Coach, High School Football Assistant Coach and Summer Strength Coach, effective 4/6/2015.
8. Nikki Schaffer, EarlyVentures Site Assistant, resignation effective 04/06/2015.
9. Deborah Winkelman, World Language Teacher at the High School, resignation effective 07/02/2015.

e. Alignment of Superintendent's Contract Language to Other District Contracts

The Board approved revising the Superintendent's Contract to align Article VI Section D (Retirement Insurance) with all other District contracts that offer this benefit. The change requires the Superintendent and his/her qualifying dependents convert to a Medicare supplement program when the Superintendent is retired and becomes eligible for Medicare. This change provides the retired Superintendent with equivalent insurance coverage to the District's Group Health Plan at a lower cost to the District and the retired Superintendent.

f. The Board approved the Substitute Pay Rate effective March 1, 2015, as follows:

Teachers – Elementary and Secondary:

Up to 1 hour	\$22.00
Over 1 hour up to ½ Day	\$55.00
Full Day	\$110.00
(Maximum - \$110.00/day)	
Substitute Educational Assistants:	\$13.06/hour
Substitute Child Nutrition Associates:	\$10.95/hour
Substitute Clerical	\$13.06/hour
Substitute Confidential	\$17.38/hour
Substitute Custodial	\$13.06/hour
Substitute Nurse	\$26.80/hour

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

VIII. Items for Information

1. Spring Parent-Teacher Conferences

	<u>2015</u>	<u>2014</u>
High School	31%	31%
Middle School	70%	98%
Bridgewater	97%	91%
Greenvale Park	95%	97%
Sibley	98%	98%
ALC	35%	Not available

2. Enrollment Report – April 2015.

IX. Future Meetings

Monday, April 27, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, May 11, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:07 PM.

Noel Stratmoen
School Board Clerk

Northfield Public Schools Child Nutrition Program



*The mission of
Northfield Public Schools
is to deliver
educational
excellence that
empowers all learners
to participate in our
dynamic world.*

Northfield Public Schools Child Nutrition Program



Child Nutrition Services:
*Provide quality
nutritious meals that
support the growth
and development of
our students to fuel
their learning.*



2014-15 Update

HHFKA Smart Snack Requirements

- USDA Nutrition Standards for Foods
- Must be a “whole grain-rich” grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least $\frac{1}{4}$ cup of fruit and/or vegetable; or
- Contain 10% of the Daily Value (DV) of one of these nutrients: calcium, potassium, vitamin D, or dietary fiber.

Greenvale Elementary Snack Cart



HHFKA Smart Snack Limits

Calorie limits:

- ° Snack items: ≤ 200 calories
- ° Entrée items: ≤ 350 calories

Sodium limits:

- ° Snack items: ≤ 230 mg**
- ° Entrée items: ≤ 480 mg

Fat limits:

- ° Total fat: $\leq 35\%$ of calories
- ° Saturated fat: $< 10\%$ of calories
- ° Trans fat: zero grams

Sugar limit:

- ° $\leq 35\%$ of weight from total sugars in foods

Greenvale Elementary Snack Cart



HHFKA Smart Snacks - Beverages

All schools can sell:

- Plain water (with or without carbonation)
- Unflavored low fat milk
- Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
- 100% fruit or vegetable juice and
- 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.

HHFKA Smart Snacks - Beverages

Other beverage limits:

- Milk and Juice: Elementary up to 8-ounce portions, middle schools and high schools may sell up to 12-ounce portions.
- There is no portion size limit for plain water.
- Beyond this, the standards allow additional “no calorie” and “lower calorie” beverage options for high school students.
- No more than 20-ounce portions of Calorie-free, flavored water (with or without carbonation); and
- Other flavored and/or carbonated beverages that are labeled to contain < 5 calories per 8 fluid ounces or ≤ 10 calories per 20 fluid ounces.
- No more than 12-ounce portions of beverages with ≤ 40 calories per 8 fluid ounces, or ≤ 60 calories per 12 fluid ounces.

HHFKA Smart Snacks - Other

Fundraisers

- The sale of food items that meet nutrition requirements at fundraisers are not limited in any way under the standards.
- The standards do not apply during non-school hours, on weekends and at off-campus fundraising events.
- The standards provide a special exemption for infrequent fundraisers that do not meet the nutrition standards. State agencies may determine the frequency with which fundraising activities take place that allow the sale of food and beverage items that do not meet the nutrition standards.

Accompaniments

- Accompaniments such as cream cheese, salad dressing and butter must be included in the nutrient profile as part of the food item sold.
- This helps control the amount of calories, fat, sugar and sodium added to foods by accompaniments, which can be significant.



Smart Snack approved Hot Ala Carte Items

- Initial loss of revenue due to HHFKA Smart Snack Guidelines.
- Implemented individual pizzas, Asian bowl line and pasta line which has helped to increase sales by approximately 2%.
- Allow students to purchase main line entree as an ala carte item on the same day served or following day to minimize unforecasted production waste.

School Nutrition Program Administrative Review

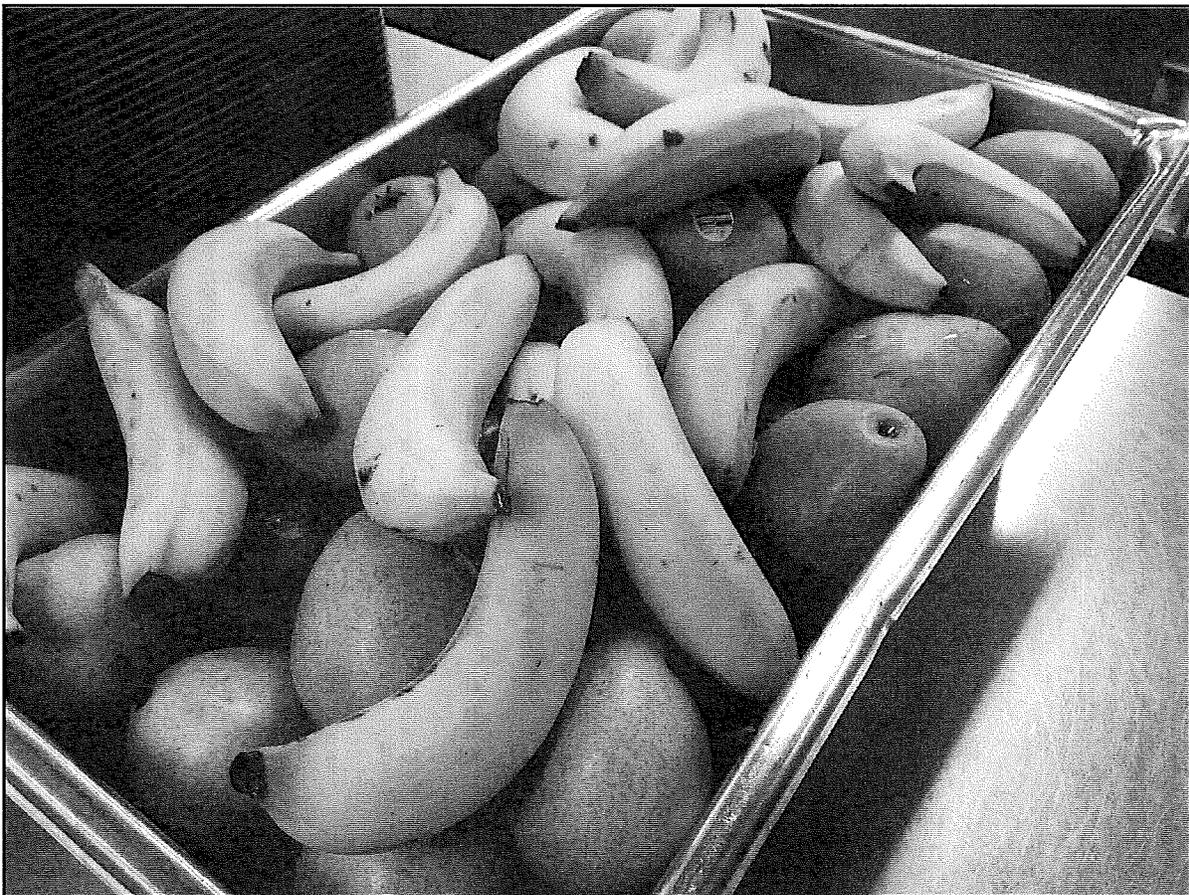


- January 2015 (three year cycle)
- Bridgewater, Middle School
- Focus on compliance

Administrative Review Commendations

“Students provided with several fresh fruit and vegetable options daily.”

“Staff members at each site showed compassion and diligence in their jobs.”



Administrative Review Commendations

“I also commend Northfield public schools for minimal errors in processing applications for educational benefits!”

Breakfast

Free:

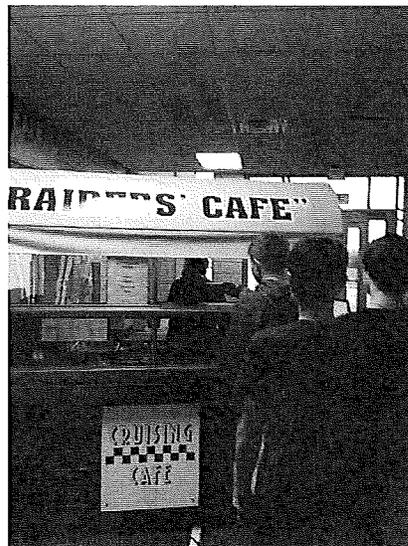
- **SY 14** 34,719
- **SY 15** 38,836
- Up 12% in participation

Reduced Priced:

- **SY 14** 5,204
- **SY 15** 6,558
- Up 26% in participation

Full Price:

- **SY 14** 8,737
- **SY 15** 21,932
- Up 150% in participation
- Includes Free Kindergarten Breakfasts



Use more recipes for lunch!

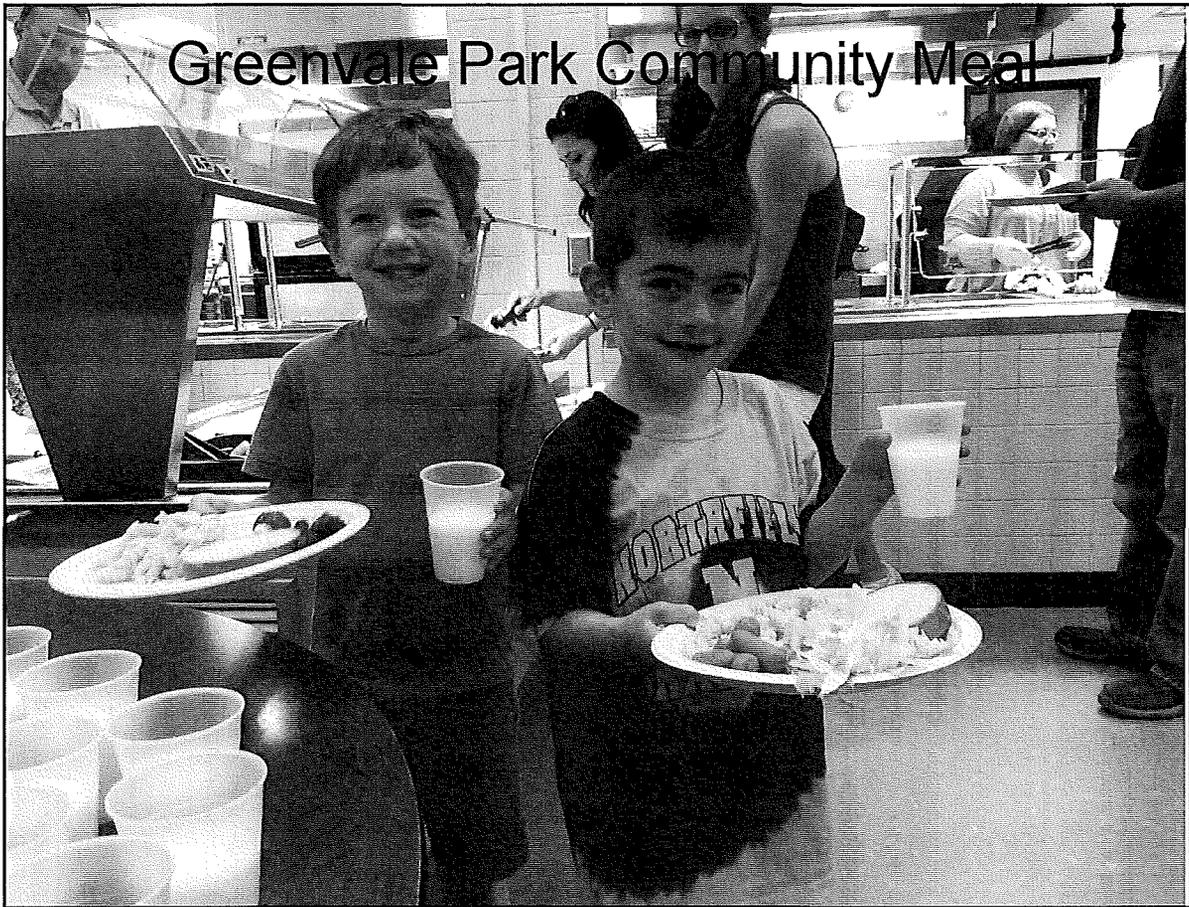


Middle School Meal: Whole Grain Rotini with Lower Sodium Meat Sauce, Steamed Broccoli, Seasoned Diced Squash, Assorted Fresh Vegetables, Mandarin Oranges

What's New

- Additional cold meal options at ALC
- GVP salad bar
- Community School Meals (GVP)
- Coming 2015-16: Chipotle and Sandwich Bar (NHS)





Greenvale Park Community Meal



Greenvale Park Community Meal
Kindergarten Family Night

World Language Week

Bon Appetito **Guten Appetit** **Buen Provecho** **Bon Appetit**
Selamat Makan **Buen Provecho** **Buen Provecho**
Velbekonne **Buon Appetito** **Buon Appetito**
ENJOY YOUR MEAL
Smakelijk **Bom Apetite** **Labu Apetitii**
Bon Appetitu **Dobar Tek** **Gudden Appetit** **Dobrou Chut**
Bon Apetis

Monday	Tuesday	Wednesday	Thursday	Friday
Buffalo Chicken Bites Oven Baked Potatoes Seasoned Sour Cream Apples and Oranges Milk United States	Cheese Crepes Sausage Links Fresh Strawberries and Bananas Spinach Salad Milk France	Vegetarian Lomeln Steamed Oriental Vegetables WG Egg Roll with Sauce Mandarin Oranges Milk China	Beef Stroganoff Egg Noodles Steamed Vegetables Applesauce and Pears WG Breadslick Milk Germany	Southwest Chicken Flautas Assorted Toppings Seasoned Rice Black Bean and Corn Salad Apple Churro Milk Mexico

School Lunch Heroes



Professional Standards for School Nutrition Employees

- Required by Healthy Hunger-Free Kids Act of 2010. Effective July 1, 2015.
- Aim to institute education and certification standards for school nutrition professionals.
- Ensure school nutrition personnel have the training and tools they need to plan, prepare, and purchase healthy products to create nutritious, safe, and enjoyable school meals.
- Requires minimum annual training for all new and current school nutrition professionals.

Professional Training Standards for School Nutrition Employees

All Directors:

- At least eight hours (SY 2016) of annual continuing education/training.
- Required continuing education/training is in addition to the food safety training required in the first year of employment.

All Managers:

- At least six hours (SY 2016) of annual continuing education/training.

All Other Staff:

- At least four hours (SY 2016) of annual continuing education/training for staff working 20 or more hours per week.



Weather and school alerts will appear here. [Learn more »](#)

In this section:

[Buildings & Grounds](#)

[Business Services](#)

[Child Nutrition Services](#)

[Catering / Health Inspection Reports](#)

[Educational Meal Benefits](#)

[Meal Times & Prices](#)

[Menus & Nutritional Analysis](#)

[Nutritional Links](#)

[Payments](#)

[Videos](#)

[What's New?](#)

[Enlace para las Minorías \(Minority Liaison\)](#)

[Health Services](#)

[Human Resources](#)

[Special Services](#)

[Teaching and Learning](#)

[Technology Services](#)

Information for:

[Parents & Students](#)

Menus & Nutritional Analysis

Northfield Public Schools participates in the National School Breakfast and School Lunch Program. This program makes available a nutritious breakfast and lunch daily at a reasonable cost. One half pint of milk is included with every meal. Menus are planned using the USDA Menu Planning Guidelines.

Spring Breakfast

- [Menu](#)
- [Nutritional Information](#)

April Lunch

Menus

- [Elementary](#)
- [Middle School](#)
- [High School](#)

Nutritional Information

- [Elementary](#)
- [Middle School](#)
- [High School](#)



Alternative Daily Choices

Cold Meal Choice	A cold meal choice is available at all schools including whole wheat PBJ sandwiches. This meal includes a fruit, a vegetable and a milk.
Salad Choice	A full salad entree or a variety of entree salads are available at all schools. The salad meal includes a fruit choice, a whole grain bread choice and a milk.

Child Nutrition 2015-16 Proposed Budget

Child Nutrition Revenue Summary

	2012-13	2013-14	2014-15	2015-16
	Actual	Actual	Revised*	Proposed
Tuition, fees and other	\$1,115,241	\$1,131,687	\$1,122,900	\$1,169,035
State Sources	59,682	63,188	84,000	90,000
Federal Sources	670,430	720,636	747,000	751,000
Total Revenue	\$1,845,353	\$1,915,511	\$1,953,900	\$2,010,035

* Revision of 14-15 adopted budget due to some long term leave of absence, additional benefit costs and higher food costs. Included revised revenue estimate as well based on YTD participation.

Child Nutrition Expenditure Summary

	2012-13	2013-14	2014-15	2015-16
	Actual	Actual	Revised*	Proposed
Salaries and Wages	\$560,902	\$583,449	\$598,021	\$604,450
Benefits	196,747	206,280	228,768	250,648
Purchased Services	90,798	88,908	106,000	83,500
Food and Supplies	948,025	976,164	973,300	995,000
Equipment	40,708	164,972	141,500	30,500
Other	2,742	1,176	2,200	1,500
Total Expenditures	\$1,839,922	\$2,020,949	\$1,984,789	\$1,965,598

* Revision of 14-15 adopted budget due to some long term leaves of absence, additional benefit costs and higher food costs. Included revised revenue estimate as well based on YTD participation.

Child Nutrition 2015-16 Proposed Budget

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Revision*</u>	<u>2015-16 Proposed</u>
Beginning Balance	\$ 682,399	\$ 687,830	\$ 582,392	\$ 486,503
Revenue	<u>1,845,353</u>	<u>1,915,511</u>	<u>1,953,900</u>	<u>2,010,035</u>
Total Sources	2,527,752	2,603,341	2,536,292	2,496,538
Expenditures	1,839,922	2,020,949	2,049,789	1,965,598
Ending Fund Balance	<u>\$ 687,830</u>	<u>\$ 582,392</u>	<u>\$486,503</u>	<u>\$ 530,940</u>

* Revision of 14-15 adopted budget due to some long term leave of absence, additional benefit costs and higher food costs. Included revised revenue estimate as well based on YTD participation.

** 2015-16 Revenue includes the proposed \$.15 meal price increase.

Annual Child Nutrition Program and Budget Report | April 27th, 2015
Stephany Stromme, RDL D | Director of Child Nutrition

District Mission: The mission of Northfield Public Schools is to deliver educational excellence that empowers all learners to participate in our dynamic world.

Department Mission: Provide quality nutritious meals that support the growth and development of our students to fuel their learning.

2014-15 Update

Healthy Hunger Free Kids Act

USDA Nutrition Standards for Smart Snacks sold in schools:

- Any food sold in schools must:
 - Be a “whole grain-rich” grain product; or
 - Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
 - Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
 - Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber).*
- Foods must also meet several nutrient requirements:

Calorie limits:

- Snack items: ≤ 200 calories
- Entrée items: ≤ 350 calories

Sodium limits:

- Snack items: ≤ 230 mg**
- Entrée items: ≤ 480 mg

Fat limits:

- Total fat: ≤35% of calories
- Saturated fat: < 10% of calories
- Trans fat: zero grams

Sugar limit:

- ≤ 35% of weight from total sugars in foods

USDA Nutrition Standards for Beverages sold in schools:

- All schools may sell:
 - Plain water (with or without carbonation)
 - Unflavored low fat milk
 - Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
 - 100% fruit or vegetable juice and
 - 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.

- Elementary may sell up to 8-ounce portions, middle schools and high schools may sell up to 12-ounce portions of milk and juice. There is no portion size limit for plain water.
- High Schools may allow additional “no calorie” and “lower calorie” beverage options that meet the following standards
 - No more than 20-ounce portions of Calorie-free, flavored water (with or without carbonation).
 - Other flavored and/or carbonated beverages that are labeled to contain < 5 calories per 8 fluid ounces or ≤ 10 calories per 20 fluid ounces.
 - No more than 12-ounce portions of beverages with ≤ 40 calories per 8 fluid ounces, or ≤ 60 calories per 12 fluid ounces.

Other Requirements

- Fundraisers
 - The sale of food items that meet nutrition requirements at fundraisers are not limited in any way under the standards.
 - The standards do not apply during non-school hours, on weekends and at off-campus fundraising events.
 - The standards provide a special exemption for infrequent fundraisers that do not meet the nutrition standards. State agencies may determine the frequency with which fundraising activities take place that allow the sale of food and beverage items that do not meet the nutrition standards.
- Accompaniments
 - Accompaniments such as cream cheese, salad dressing and butter must be included in the nutrient profile as part of the food item sold.
 - This helps control the amount of calories, fat, sugar and sodium added to foods by accompaniments, which can be significant.

A La Carte

- Initial loss of revenue due to HHFKA Smart Snack Guidelines.
- Implemented individual pizzas Asian bowl line and pasta line which has increased sales by approximately 2%.
- Allow students to purchase main line entree item as ala carte on the same day served or the following day to minimize unforecasted production waste.

Administrative Review

Our review was scheduled from January 27-30. Pam H., former Director of Child Nutrition Services, and Shari Malecha, Middle School Kitchen Manager, did an amazing job preparing us for our review. Northfield Public Schools Child Nutrition Department has gradually implemented the guidelines over the last several years in order to meet Healthy Hunger Free Kids Act requirements.

These gradual changes, such as reducing sodium, offering more fruits and vegetables, and decreasing portion sizes have set us up for success and to be in compliance with state and federal regulations. The actual review took place from January 27-29 at Bridgewater and Northfield Middle School. Several commendations that we received from the state reviewer were:

“Students provided with several fresh fruit and vegetable options daily.”

“Staff members at each site showed compassion and diligence in their jobs.”

“I also commend Northfield public schools for minimal errors in processing applications for educational benefits!”

Breakfast: Breakfast has been suggested to positively affect learning in children in terms of behavior, cognitive, and school performance. We are excited to report that for SY 2014-15 breakfast participation increased for the normal priced students 150%. Free breakfast was served for all kindergarten students which resulted in a positive impact with our breakfast participation. We also saw an increase in free and reduced meals served in all other grades. We would expect these increases to roll-over to next year with continued offering of free K breakfast meals and free breakfast for all participants that qualify for free or reduced meals.

Recipes: We continue to modify and create recipes that meet the lower sodium and fat requirements from the Healthy Hunger Free Kids Act. A few recipes that we have implemented into the HS menu include hamburger stroganoff, chicken pot pie, and jicama apple slaw.

What's New:

- We are offering additional cold meal options at the ALC which has allowed for greater variety and participation among the students.
- We began offering a Salad Bar at Greenvale Park as a reimbursable meal alternative in February. We continue to see growth in participation from students and staff averaging about 25 meals per day from this line.
- As part of the 21st Century Grant, Child Nutrition Services partnered with Community Education Services to provide a community family meal. The first meal for kindergarten families was offered on April 16 and served approximately 150 meals. Meals will be offered on Thursday evenings for the remaining grades through the end of SY 2014-15.
- Coming SY 2015-2016 we are planning to expand our reimbursable menu options at the high school to include a Chipotle Style Burrito Line and Build Your Own Sub Line.

World Language Week

- We worked along with the language department to celebrate world language week by offering a week long menu in our high school cafeteria focusing on the languages offered at NHS.

School Lunch Heroes:

- All three elementary schools have a new kitchen manager.

- New child nutrition associates at the elementary and middle schools.

New Professional Standards to begin July 1, 2015

- Required by Healthy Hunger-Free Kids Act of 2010. Effective July 1, 2015.
- Aim to institute education and certification standards for school nutrition professionals.
- Ensure school nutrition personnel have the training and tools they need to plan, prepare, and purchase healthy products to create nutritious, safe, and enjoyable school meals.
- Requires minimum annual training for all new and current school nutrition professionals.

All Directors:

- At least eight hours (SY 2016) of annual continuing education/training.
- Required continuing education/training is in addition to the food safety training required in the first year of employment.

All Managers:

- At least six hours (SY 2016) of annual continuing education/training.

All Other Staff:

- At least four hours (SY 2016) of annual continuing education/training for staff working 20 or more hours per week.

Web-Site Updates:

- We continue to enhance the current web-site creating a more user-friendly resource.

2014-15 Budget Revision

A revision of the 2014-15 budget was completed due to some unexpected long term leave of absences within the Child Nutrition Staff. There was also an additional healthcare benefit cost because of increased participation and eligibility by staff. Staff working a minimum of 30 hours per week are now eligible to receive the full district contribution instead of a prorated amount. This change was part of a district initiative to provide equal health and dental benefits across employment groups. We also revised the 2014-15 food budget based on higher food costs than were expected. Overall we have seen a decline in total food cost, however it is still higher than expected. We have seen an increase in both breakfast and lunch participation for SY 2014-15. Breakfast participation increased with paid students by approximately 150%. I would expect this increase was related to the state support for free breakfast to all Kindergarteners. We also saw a 26% increase in meal participation from reduced price breakfast. The state reimbursed an additional \$.30 to cover the difference between free and reduced priced breakfast meals so that all free and reduced meals would be reimbursed at the same rate of \$1.62. We also saw a 10% increase in reduced meal lunch participation. Again, the increase would be expected due to the additional \$.40 reimbursement from the state to cover the difference between free and reduced price meals. This reimbursement rate was \$3.165 per qualified meal. Ala carte sales started slow at the

beginning of SY 2014-15 due to the new “Smart Snack” regulations. We made some positive changes in January and have seen an increase of approximately 2%. We are hopeful that this trend will continue. The adopted budget included revenues of \$1,794,200 and expenditures of \$1,884,631. Due to the personnel changes, additional food costs and revising revenue forecast with actual participation we recommend the revised budget has revenues of \$1,953,900 and expenditures of \$2,049,789.

2015-16 Budget update

Revenue Assumptions: Revenue for SY 2015-16 is based on actual participation. At this time we do not know what the state and federal reimbursement rates will be for next year. To be conservative, we are assuming reimbursement rates will remain flat. Typically we have increased meal prices every other year. The last time lunch and breakfast meal prices increased was in SY 2012-13. After completing the state required paid lunch equity calculation it is recommended that we increase the prices of our lunch by \$.17 for both breakfast and lunch meal prices to help off-set incurred expenses. It is our goal to provide quality nutritious affordable meals for all students that support their growth and development to fuel learning potential, but also understand as a business operation the need to remain fiscally responsible. To keep up with inflation of wages, healthcare and food costs we suggest increasing our meal prices by \$.15 rather than the suggested \$.17 for normal priced adult and student meals. This has been the typical trend in years past yet below the suggested increase.

Expenditure Assumptions: After consulting with our food vendors regarding the expected market for the 2015-16 school year we are assuming a 4-5 % food cost increase. Over the last two years we have spent down our fund balance with the remodeling in the high school cafeteria. This year was the final phase so we budgeted for a decrease of approximately \$100,000 less in expenses under equipment for SY2015-16.

Budget Plan: We propose a 2015-16 budget with total revenue sources of \$2,496,538.00 and expenditures of \$1,965,598.00. We are projecting to end FY16 with a fund balance of \$530,940.00. Our department goal is to maintain 3 months of operating expenses based on a 12 month operating year and maintain a fund balance of \$475,000 .

2015-16 PROPOSED BUDGET SUMMARY

Debt Service Fund

Debt Service Basics

- ◎ Debt Service revenue comes from:
 - Levy – 105% of debt payments
 - Offset of operating capital revenue
- ◎ Debt Service funds are used for:
 - Outstanding bond principal payments
 - Outstanding bond interest payments
 - Other debt burden costs, i.e. service fees

Principal and Interest Schedule

<u>Issue Date</u>	<u>Net Interest Rate</u>	<u>Original Issue</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>FY 2015-16 Payments</u>		
					<u>Principal</u>	<u>Interest</u>	<u>Total</u>
7/5/2006	4.0%	2,100,000	Roofs	2/1/2016	265,000	10,600	275,600
2/16/2010	2.0 - 4.0%	22,615,000	Refund '01 MS/HS/MF	2/1/2022	1,500,000	639,000	2,139,000
12/7/2011	2.0 - 2.375%	9,750,000	Refund '03A MS/HS/MF	2/1/2024	535,000	209,094	744,094
12/19/2012	1.5 - 2.0%	9,825,000	Refund '04/'05 Indoor Air	2/1/2025	665,000	169,075	834,075
1/3/2013	1.5 - 3.0%	5,965,000	Refund '03A/'03C	2/1/2017	1,305,000	45,975	1,350,975
5/13/2014	2.0 - 3.0%	1,525,000	GVP/HS Roofs	2/1/2025	145,000	35,350	180,350
					<u>\$ 4,415,000</u>	<u>\$ 1,109,094</u>	<u>\$ 5,524,094</u>

Annual Maturity Schedule

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	4,415,000	1,109,094	5,524,094
2017	4,265,000	1,003,819	5,268,819
2018	4,625,000	897,819	5,522,819
2019	4,795,000	777,544	5,572,544
2020	4,985,000	620,444	5,605,444
2021	5,195,000	452,344	5,647,344
2022	3,275,000	276,944	3,551,944
2023	3,620,000	196,126	3,816,126
2024	3,750,000	116,112	3,866,112
2025	1,430,000	30,250	1,460,250
<u>40,355,000</u>		<u>5,480,496</u>	<u>45,835,496</u>

Debt Service Revenue Summary

	2012-13	2013-14	2014-15	2015-16
	Actual	Actual	Budget	Proposed
Local Property Tax Levy	\$ 5,848,472	\$ 5,608,249	\$ 5,593,337	\$ 5,384,485
Interest on Investments	15,869	15,187	12,000	12,000
State of Minnesota	55,792	51,091	56,100	52,000
Other Sources - Refundings	16,403,064	97,755	-	-
Total	\$ 22,323,197	\$ 5,772,282	\$ 5,661,437	\$ 5,448,485

Debt Service Expenditure Summary

	2012-13	2013-14	2014-15	2015-16
	Actual	Actual	Budget	Proposed
Bond Principal Payment	\$ 3,845,000	\$ 4,055,000	\$ 4,110,000	\$ 4,415,000
Bond Interest	2,205,265	1,733,329	1,210,129	1,109,094
Other Debt Service Fees	163,183	5,100	10,000	6,000
Other Uses - Refundings	15,485,000	9,950,000	-	-
Total	\$ 21,698,449	\$ 15,743,429	\$ 5,330,129	\$ 5,530,094

Debt Service Fund Balance

	2012-13	2013-14	2014-15	2015-16
	Actual	Actual	Budget	Proposed
Beginning Balance	\$ 10,790,210	\$ 11,414,959	\$ 1,443,812	\$ 1,775,120
Revenue	<u>5,920,133</u>	<u>5,703,958</u>	<u>5,661,437</u>	<u>5,448,485</u>
Total Sources	16,710,343	17,118,917	7,105,249	7,223,605
Expenditures	6,213,448	5,793,429	5,330,129	5,530,094
Other Financing Sources	16,403,064	68,324	-	-
Other Financing Uses	15,485,000	9,950,000	-	-
Ending Fund Balance	<u>\$ 11,414,959</u>	<u>\$ 1,443,812</u>	<u>\$ 1,775,120</u>	<u>\$ 1,693,511</u>

Questions?

2015-16 PROPOSED BUDGET SUMMARY

Fiduciary Fund

Fiduciary Fund - Scholarships

- One active trust fund
- Individual accounts for each gift
- NHS Guidance Office coordinates gift and award process
- Non-scholarship accounts are monitored for appropriate use as designated by the donors
- 85 scholarships from 50 donors!
- The District is the fiscal host for about 50% of the scholarships

Financial Summary

	2012-13	2013-14	2014-15	2015-16
	Actual	Actual	Budget	Proposed
Beginning Balance	\$ 118,863	\$ 126,687	\$ 142,937	\$ 134,512
Gifts and Donations	62,506	64,752	59,680	63,300
Earnings on Investments	80	148	75	75
Total Sources	181,449	191,587	202,692	197,887
Expenditures	54,763	48,650	68,180	67,800
Ending Fund Balance	\$ 126,687	\$ 142,937	\$ 134,512	\$ 130,087

Scholarship Listing

AAUW Scholarship	500	Myrtle Houston Trust	4,000
Al Berkvam Memorial Scholarship	500	NFLD Alumni Scholarship	500
Apple Autos	5,000	NFLD Office Employees' Scholarship	500
Booster Club	1,000	Northfield Union of Youth (The Key)	12,000
Cannon Valley Lions Club Scholarship	1,500	PEO Recognition Scholarship	1,850
Cannon River Sportsmen Club	500	Rotary Scholarship	1,000
Cardinal CG Scholarship	500	Skip Boyum Scholarship	500
Clifford Family Scholarship	2,000	Steele-Waseca Electric	500
Dakota Electric Fund	3,000	Step Up Scholarship	2,000
David Rodgers Memorial Scholarship	3,000	Stratmoen Family Scholarship	750
Foundation for the Journey Scholarship	500	Tom Blaisdell Memorial	2,000
Hansen-Lamb Memorial Scholarship	1,000	TORCH Scholarship	4,000
Kluver/Monsanto Scholarship	500	VFW	1,200
Lucille Duesterhoeft Memorial	12,000	Waterford Warriors	500
Lu Mong Chi Memorial	1,000	W Stickle Memorial	4,000
		Total	67,800

Proposed Budget – Non-Operating Funds | 2015-16 • Narrative

Val Mertesdorf, Director of Finance

Debt Service Fund

State statute requires the District to ask the voters for authority to bond. This means that property taxes are the main source of revenue for the debt service fund. The majority of our bonds are voter approved and we are required by statute to levy 105% of our debt service payments annually. This is part of our levy certification process we do each fall. We do have two bonds that were issued as Capital Facility Bonds. Capital facility bonds are revenue neutral to the taxpayers. The payment for these bonds is reduced from our operating capital revenue and is not levied against the tax payers. The expenditures of the debt service fund are restricted for principal and interest payments as well as any potential services fees we might incur from the debt.

For the 2015-16 school year we will have six outstanding bonds with principal totaling \$4,115,000 and interest totaling \$1,109,094. These six issues have a total debt of \$45,835,496 to be paid over the next 10 years. Please note that even though we will be paying off 2 issues in the next 2 years we have structured our debt payments to provide consistency for our tax payers.

Our revenue projection is just slightly less than the current fiscal year. This is primarily due to the refunding bonds we've done over the last several years. We've been able to save the taxpayers roughly \$5.6 million dollars over the life of the bonds. The decline in local property tax revenue is a direct result from this process.

Our expenditure projection has normalized now that we don't have any refunding bonds in the process. Our fund balance is projected to be fairly consistent. In 12-13 we did an advance refunding which means we sold the bonds in January 2013 and received the \$9.9 M which increased our fund balance until the bonds we refunded were paid off in February 2014. This is the reason our 12-13 fund balance looks unusual in comparison to recent years.

Fiduciary Fund

The Fiduciary Fund is also known as our Trust or Scholarship Fund. The fund accounts for each gift, donation, or trust that is awarded to the District. We track each account separately. The high school guidance office coordinates the gift and award process each year. We are able to provide roughly 85 scholarships each year from 50 donors thanks to these gifts! The District is the fiscal host for about 50% of these scholarships.

On the summary you will see this fund is very consistent. Generally the gifts we receive are awarded as scholarships that year. For the 15-16 school year we are anticipating \$63,300 in gifts and a nominal amount of interest. Expenditures are slightly lower due to a few scholarships that were discontinued. Overall this fund balance is showing a small decline, which is what I would expect as we spend down the endowments we have received.

Northfield Public Schools | Transformational Technology Recommendation Narrative | 4-27-15

Kim Briske, Director of Technology Services, presented the District Technology Steering Committee's recommendation for the next steps of the Transformational Technology initiative at the last School Board meeting on April 13, 2015. That presentation gave an overview of our mission, what it looks like when we walk out our mission, and how we walk out our mission. This recommendation is based on walking out our mission of delivering educational excellence that empowers all learners to participate in our dynamic world. It also responds to the feedback gathered from staff in each school and community members during listening sessions and through surveys. The following information is a recap of the recommendation as it was presented on April 13, which includes programmatic changes as well as new iPad leases to continue and expand upon the current provision of iPads for teachers and students.

Programmatic Changes:

The following programmatic changes are recommended in response to ongoing learning regarding the management and effectiveness of using iPads for learning:

- We will close access to the App Store upon the start of the 2015-16 school year, which will be a new possibility with the implementation of the Casper management system.
- We will provide the Casper Focus application to teachers as part of the Casper management system, which will allow teachers the option of greater control over student iPads during their classes.
- We will provide classroom sets of wired keyboards that will be compatible with student iPads obtained in the recommended lease renewals below.
- We will discontinue using our proxy server to filter internet from school iPads while off campus due to problematic interference that has prevented functionality of necessary learning tools such as Schoology and Google Drive. Furthermore, proxy server crashes have disabled internet access for all student iPads.

New Lease Recommendations:

As previously presented, the District Technology Steering Committee recommendation includes a 3-phase iPad lease renewal, which is outlined below. Each lease is a 4/3 lease, which is a 4-year term with the option to renew at 3 years. This lease structure gives us greater flexibility in the lease term and allows us to leverage the residual value of the iPads upon lease termination.

- Phase 1: 910 iPad Mini 2s leased beginning July 1, 2015. This would provide an iPad Mini for each student in 4th and 5th grade, as well as all licensed staff. Licensed staff will have the opportunity to keep an iPad Mini 2 or switch to an iPad Air 2 included in Phase 2 of the lease recommendation.
- Phase 2: 2650 iPad Air 2s leased beginning January 1, 2016. This would provide an iPad Air 2 for each student in grades 6-12, as well as all licensed staff. iPad Mini 2s used by staff in the Phase 1 lease would move into K-3 classrooms. This would allow for gradual distribution of new iPads arriving mid-year. The timing of the lease would also give us a better price-point on the iPad Air 2, allowing us to lease a newer model of iPad that would give greater longevity in the functionality of our devices.
- Phase 3: 250 iPad Mini 2s leased beginning July 1, 2016. This would provide enough iPad Mini 2s to distribute 1 device for every 2 students in our K-3 classrooms when combined with the iPad Mini 2s used by staff in Phase 1.

This recommendation would bring our district to a 1:1 ratio of iPads:students in grades 4-12, and 1:2 ratio of iPads:students in grades K-3 by the start of the 2016-17 school year. Grades 4-12 and staff would begin the 2015-16 school year with 1:1 iPads. Grades K-3 would begin the 2015-16 school year with approximately 9 iPads per classroom and move to 1 iPad per 2 students through Phases 2 and 3 of the recommended lease renewals.

Recommendation in Numbers:

The following tables are taken from slides 16-18 of the April 13th presentation to the School Board:

Annual iPad Lease Costs:

	2015-16	2016-17	2017-18	2018-19
Current student lease	\$329,800			
910 iPad Minis 4/3 July 2015	\$70,900	\$70,900	\$70,900	\$70,900
2,650 iPad Air 2s 4/3 January 2016		\$274,200	\$274,200	\$274,200
250 iPad Minis 4/3 July 2016		\$19,500	\$19,500	\$19,500

Total Annual Cost of iPad Lease and Mobile Management System:

	2015-16	2016-17	2017-18	2018-19
Total iPad Lease	\$400,700	\$364,600	\$364,600	\$364,600
Casper MDM	\$21,300*	\$21,300*	\$21,300*	\$21,300*
Accounted from next fiscal year	\$137,100***			
Actual Expenditure Total	\$422,000	\$385,900**	\$385,900**	\$385,900**

*Casper MDM expenses can come from Transformational Technology budget. This replaces the Lightspeed MDM that we are currently using, and we would expand our system to include all leased iPads. We currently enroll only student iPads for our secondary students in our management system.

**Total expenditures for 2016-19 remain similar to current expense with nearly 800 add'l devices, well under current capital budget for iPad lease of \$415,000.

***Based on accounting rules, we would need to record half of the Phase 2 lease in FY16 because we would take possession of the devices. However, that lease would not be paid until FY17. The figure of \$137,100 would be accounted, but not actually paid out in FY16.

Cost Comparison by Year:

	2014-15 460 iPad Mini 1s 2580 iPad 2s MDM for 6-12	2015-16 910 iPad Mini 2s 2280 iPad 2s MDM for all iPads	2016-17 1,160 iPad Mini 2s 2,650 iPad Air 2s MDM for all iPads	2017-18 1,160 iPad Mini 2s 2,650 iPad Air 2s MDM for all iPads
Student iPad Lease	\$329,800	\$373,400	\$328,400	\$328,400
Staff iPad Lease	\$41,000	\$27,300	\$36,200	\$36,200
MDM (iPad Management)	\$10,800	\$21,300	\$21,300	\$21,300
Actual Expenditure Total	\$381,600	\$422,000	\$385,900**	\$385,900**

The table above demonstrates the number and models of iPads leased each year, our management system, and total expenditures for each year. These expenses have been budgeted in the capital budget.

Why?

The mission of Northfield Public Schools is to deliver ***educational excellence*** that empowers **all** learners to ***participate*** in our ***dynamic world***.



Transformational Technology

Recommendation 4-13-15

What?

Educational Excellence:

- Great teachers and pedagogy
- Continuous growth for all
- Connections to the real world
- Connections to student interests
- Connections to other learning
- Skills and knowledge for post-secondary



The **MISSION** of Northfield Public Schools is to deliver

EDUCATIONAL EXCELLENCE that empowers all learners to

PARTICIPATE in our **DYNAMIC** world.

purpose, focus, guiding statement, direction, aim, goal, objective, reason, collective, shared, vision

learning, relevant, applicable, preparation, knowledge, skills, 21st century, real-world, student-centered, capacity-building, efficacy, challenging, stretching, pushing, differentiated, individualized, growth

engage, contribute, collaborate, share, active, interest, choice, efficacy, make a difference, DO, go, be, changing, flexible, adaptable, ongoing, exciting, new, BIG!, different, in-motion, fast-paced

What?

Participation:

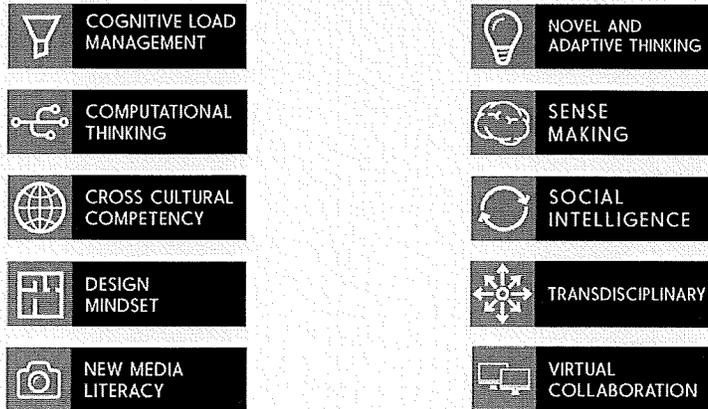
- Active engagement
- Involvement beyond our classrooms
- Collaboration with others
- Learning beyond the school day and years
- Access to world
- Contribution to growth and change

What?

All learners:

- Differentiation of content
 - Learning resources
 - Demonstration of mastery
- Opportunities for enrichment
- Opportunities for review and reteaching
- Equity in access
- All ages

What?



Gorsht, R. (2014, May 9). Are you ready? Here are the top 10 skills for the future. *SAP Business Trends*. Retrieved from: <http://scn.sap.com/community/business-trends/blog/2014/05/09/are-you-ready-here-are-the-top-10-skills-for-the-future>

What?

Dynamic World:

- Requires adaptability
- Evaluation of information
- Global engagement
- Innovation
- Communication
 - Reaches either diverse or targeted audience
 - Rises through information overload

Recommendation Process

- Transformational Tech update in January
- Total of 12 listening sessions through February
- 4 Chromebook demos at MS and HS
- 2 District Tech Steering Committee Meetings
- Work with Val and product vendors on finances
- Idea sharing with other districts

How?

- Ongoing focus on student learning
- Ongoing professional development
 - Northfield Innovation Project
 - Te{a}ch Talk bulletins
 - Optional sessions at schools
 - Developing resources
- Common tool for all teachers and students
 - Access to information and course content
 - Ability to create and share learning

iPad Recommendation

3-step lease renewal:

- 4/3 lease of iPad Mini 2s in July of 2015
 - Staff
 - 4th and 5th grade 1:1
- 4/3 lease of iPad Air 2s in January of 2016
 - Secondary 1:1 (to be distributed gradually)
 - Staff replacement of Mini if desired (distributed as requested)
- 4/3 lease of iPad Mini 2s in July of 2016
 - K-3 1:2

Programmatic Changes

- Restricted App Store access
- Casper Focus classroom management tool
- Support for courses that do a great deal of writing
 - Sets of wired keyboards
 - Potential wireless printing solutions
 - Formatting considerations
- Provision of family resources for using technology
- Discontinue use of proxy server for filtering off campus

Updated Tools

- Option to begin lease in January
 - Provides newer device
 - Able to defer payment until July 2016
 - Replaces iPad 2s mid-year
 - Allows for flexibility in lease term
 - Mid-year option may give higher residual value.

Fiscal Stewardship

- 4/3, 3/2, or 3-year FMV lease
- Options from other companies
- Mini option
 - Listening sessions indicated preference for larger screen.
 - Staff receive an iPad Mini 2 temporarily.
 - Projection that iPad Air 2 will be available at lower price point and will have a longer lifespan than iPad Air 1.

Recommendation in Numbers

	2015-16	2016-17	2017-18	2018-19
Total iPad Lease	\$400,700	\$364,600	\$364,600	\$364,600
Casper MDM	\$21,300*	\$21,300*	\$21,300*	\$21,300*
Accounted from next fiscal year	\$137,100			
Actual Expenditure Total	\$422,000	\$385,900**	\$385,900**	\$385,900**

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Recommendation in Numbers

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2,650 iPad Air 2s 4/3 January 2016		\$274,200	\$274,200	\$274,200
250 iPad Minis 4/3 July 2016		\$19,500	\$19,500	\$19,500

Considering Longevity

	iPad 2	iPad Mini 1	iPad Air 1	iPad Air 2	iPad Mini 2
Released	3/2/11	11/4/12	11/1/13	10/24/14	11/12/13*
Initial iOS	iOS 4.2	iOS 6.0	iOS 7.0	iOS 8.1	iOS 7.1
Discontinued	March 18, 2014	In Production	In Production	In Production	In Production
Current Price	N/A	N/A	\$374	\$474**	\$274
Last iOS	iOS 8.3	Able to update to iOS 9	Will continue to update. Looking for devices that would function on updates up to iOS 12.		

*Similar to iPad Mini 3, which was released 10/24/14 with iPad Air 2 at iOS 8.1.

**Expected to drop to current iPad Air 1 price of \$374 with release of new iPad in Fall of 2015.

Cost Comparison by Year

	2014-15 460 iPad Mini 1s 2580 iPad 2s MDM for 6-12	2015-16 910 iPad Mini 2s 2280 iPad 2s MDM for all iPads	2016-17 1,160 iPad Mini 2s 2,650 iPad Air 2s MDM for all iPads	2017-18 1,160 iPad Mini 2s 2,650 iPad Air 2s MDM for all iPads
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MDM (iPad Management)	\$10,800	\$21,300	\$21,300	\$21,300
Actual Expenditure Total	\$381,600	\$422,000	\$385,900**	\$385,900**

NORTHFIELD PUBLIC SCHOOLS
RESOLUTION FOR FUND TRANSFER

WHEREAS, Minnesota Laws 2013, chapter 116, article 7, section 19, authorizes school districts and charter schools to make permanent fund transfers through the end of fiscal year 2015 if conditions are met and the transfer is approved by the Commissioner of the MN Department of Education, and

WHEREAS, the following recommendations have been received and considered by the School Board,

- The transfer does not increase state aid obligations to the district or result in additional property tax authority for the district.
- Funds are not transferred out of the community service fund, the food service fund, or the reserved account for staff development in the general fund.

BE IT RESOLVED, by the School Board of Independent School District No. 659 as follows:

- The Northfield Public Schools Board of Education approves the transfer of \$40,000 from the reserve fund for Early Childhood Family Education to the reserve fund for School Readiness.
- The transfer will not diminish instructional opportunities for students.

Dated: April 27, 2015

**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 2014-15 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 27, 2015, 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 2015-16 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 27th day of April, 2015.

Julie Pritchard, Chairperson

Matthew J. Hillmann, Ed.D., Deputy Clerk

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 1 day of Dec, 2014, by and between Bridgewater 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

Purchase of playground equipment for Bridgewater Elementary. PTO paid \$25,000. -

Donor

By:

Approved by resolution of the School Board on the 21 day of April, 2015.

INDEPENDENT SCHOOL DISTRICT No. 659

By: _____

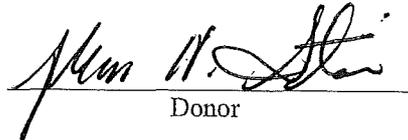
Clerk

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 10 day of April, 2015, by and between Allen Stier, 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

Heart Sine AED \$1,195
Placed on the second floor at Northfield Middle School.


Donor

By:

Approved by resolution of the School Board on the 27 day of April, 2015

INDEPENDENT SCHOOL DISTRICT No. 659

By: _____

Clerk