

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

June 8, 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. Maple 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 by Iverson, seconded by Quinnell, minutes of the Regular School Board meeting held on May 26, 2015 were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to Activities Director Tom Graupmann for being elected Vice-President of the Minnesota State High School Leagues' Board of Directors for next year. Tom will be the Board President in school year 2016-17.
 - The Sibley Special Education Department was awarded a \$1,000.00 grant from WINGS (Women in Northfield Giving Support). The grant funds will be used to purchase books for a leveled library, which the three special education programs (Resource Room, Neuro-Biological, and Low Incidence) will share.
 - Thank you to the Northfield Fine Arts Booster Club for its financial support of the 5th annual Latino (And Friends!) Play Fest.
 - Thank you to the Northfield Area United Way for awarding grants to the following Northfield Public Schools programs: Bridges to Kindergarten, Northfield Promise, PRIMEtime, Project Friendship, Project ABLE and TORCH.
- VI. Items for Discussion and / or Reports
 1. "Why We Play" Training Video.
Effective for the 2015-2016 School Year, the Minnesota State High School League (MSHSL) is requiring each school board to review the WHY WE PLAY training video, which defines the purpose of education-based athletics and activities and will assist in communicating a shared-common language as it relates to the value of these programs. Activities Director Tom Graupmann facilitated this educational requirement. Three coaches read their purpose statements; seven student athletes delivered their leadership statements.
 2. Rice County Community Transition Interagency Committee (CTIC).
Joe Jorgensen, Work-based Learning Coordinator at Northfield High School and Chair of the Rice County CTIC, presented an end of the year report.
 3. Professional Learning Communities Presentation.
The Professional Learning Communities (PLCs) report was presented by the elementary Response to Intervention Coaches and the Director of Teaching and Learning. It included a review of the joint PLCs at the elementary level that occurred during the 2014-15 school year and the future of joint PLCs at the elementary, middle school and high school levels.
 4. RtI / MTSS Update for 2015-2016.
Superintendent Richardson reviewed the goals of Response to Intervention (RtI) and Multi-tier Systems of Support (MTSS) in Northfield Public Schools and the additional changes that will be occurring for the 2015-16 school year and beyond. The history of the program was shared as well as the impact of new State ADSIS funding on the ability of the District to support K-12 students needing additional support and interventions to be successful in reading, mathematics and positive behavior.

VII. Superintendent's Report

A. Items for Individual Action

1. 2015-2016 Proposed Budget – All Funds.

On a motion by Stratmoen, seconded by Iverson, the Board unanimously approved the 2015-2016 budgets for all funds as listed below:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General (incl Oper. Cap/H & S)	\$45,456,866	\$45,863,247
Child Nutrition	2,010,035	1,965,598
Community Services	2,191,416	2,200,100
Debt Service	5,448,485	5,530,094
Trust	63,375	67,800
Internal Service	<u>6,463,363</u>	<u>5,903,143</u>
Total	\$61,633,540	\$61,529,982

2. Activity Fees for 2015-2016 School Year.

On a motion by Quinnell, seconded by Iverson, the Board unanimously approved increasing the activity fee for middle school athletics by \$5, middle school fine arts and academic activities by \$5, high school fine arts and academic activities by \$5 and the activity fee for high school athletics by \$10.

3. FY 2015 Audit Engagement Letter.

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously accepted the 2014-15 Audit Engagement Letter from CliftonLarsonAllen, LLP.

4. School Board Policy 427 – Workload Limits for Certain Special Education Teachers.

On a motion by Iverson, seconded by Hardy, the Board unanimously approved School Board Policy 427 – Workload Limits for Certain Special Education Teachers.

5. Southeast Minnesota Special Education Cooperative.

On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the following Resolution:

WHEREAS, public school districts are required to make a full continuum of services available to students with disabilities, including students with low incidence disorders who require intensive special education and related services outside the traditional school setting;

WHEREAS, the District currently does not have an efficient way to serve its students with low incidence disorders who require intensive special education and related services outside the traditional school setting;

WHEREAS, the School Board finds that the District can optimize its limited resources and increase its efficiencies by entering into a joint powers agreement with other school districts to cooperatively serve students with low incidence disabilities; and

WHEREAS, the School Board has carefully reviewed the attached joint powers agreement, which would create a special education cooperative for the purpose of serving students with low incidence disorders;

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

1. The School Board approves and enters into the joint powers agreement creating the Southeast Minnesota Special Education Cooperative.
2. The School Board authorizes and directs the Board Chair and the Board Clerk to sign the joint powers agreement on behalf of the School Board.

Voting 'yes' was Iverson, Colangelo, Quinnell, Stratmoen, Hardy and Pritchard. No one voted 'no.' Maple was absent.

B. Items for Consent Grouping

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

1. District Youth Council Membership.

The following students were approved to serve on the District Youth Council during the 2015-2016 school year:

Rising Seniors: Katie Geary*, Katy Gilbertson, Audrey Kornkven*, Daniel Langehough*, Alison Langston*, Sebastian Lawler*, and Pacun Wang.

Rising Juniors: Abby Andrade*, Linda Rosas Balvin, Sophie Bernstorf, Max Heil and Lars Ripley*.

Rising Sophomores: Alexis Dougherty, Noah Miller and Lawson Wheatley.

* Denotes current District Youth Council member.

One position is being held for an Area Learning Center student, who will be recruited in September.

2. Family / Student / Co-Curricular Handbooks for 2015-2016.

The recommended changes to the Elementary School Family Handbook and the Student Handbooks for the High School, Area Learning Center and Middle School, and the Co-Curricular Activities Handbook for the 2015-2016 school year were approved by the School Board. These handbooks carry the force of School Board policy.

3. Student Citizenship Handbook.

The changes to the 2015-2016 Student Citizenship Handbook were approved. The distribution method of the Student Citizenship Handbook for 2015-2016 will remain the same as previous years.

4. Tentative High School Overnight Trips for 2015-2016.

The Board approved the list of tentative high school overnight field trips listed for the 2015-16 school year.

5. School Board Policy 807 – Health and Safety.

The Board approved Policy 807 – Health and Safety. The only change to the policy is the reference to the new contact person, Jim Kulseth, who is the new Director of Buildings and Grounds. The School Board is required to annually review and approve this policy.

6. Financial Reports – April 2015.

The Board approved paid bills totaling \$1,666,724.23, payroll checks totaling \$2,562,793.59 and the financial reports for April 2015. No bond payments were made in April.

7. Personnel Items.

a. Appointments*

1. Paul Beck, Summer Band Instructor for Summer Band Lessons at the HS/MS beginning 06/08/2015 – 08/14/2015; MA60, Step 14.
2. Matthew Berg-Wall, 1.0 FTE English Language Teacher at Greenvale Park Elementary beginning 08/26/2015; MA60, Step 10. **
3. James Kulseth, Director of Building & Grounds in the District beginning 07/01/2015; Step 1-\$90,774.00.
4. Karla MacDougal, EarlyVentures Site Assistant at Longfellow for 20 hours/week beginning 06/08/2015; Step 3, \$12.28/hour.
5. Marco Martinez, .75 FTE Temporary Custodian at Sibley/Greenvale Park for 6 hours/day beginning 06/08/2015 – 08/07/2015; Step 1, \$14.78/hour.
6. Carol Nick, EarlyVentures Site Assistant at Longfellow for 20 hours/week beginning 06/08/2015; Step 3, \$12.28/hour.
7. Ellen Trotman, 1.0 FTE Long-Term Substitute English Learner Teacher at Greenvale Park beginning 08/26/2015 – 06/08/2016; BA 15, Step 6. **
8. Community Services Summer Recreation Staff beginning 05/27/2015 – 08/31/2015:
 - Ashley Burt, Soccer Staff; \$8.00/hour.

- Samuel Gainey, Baseball Staff, \$8.00/hour
 - Luke Harris, Baseball Staff; \$8.00/hour.
 - Jackson Hillmann, Baseball Staff, \$8.00/hour.
 - Colin Landsteiner, SUPER Kids \$8.00/hour; Track Supervisor \$10.00/hour.
 - Haakon Larsen, Lifeguard \$8.50/hour; Swim Aide \$8.00/hour
 - Victoria Papke, SUPER Kids; \$8.00/hour.
 - Kaitlyn Pepel, SUPER Kids; \$8.00/hour.
 - Elizabeth Pritchard, Softball Staff; \$8.00/hour.
 - Betsy Schuerman, Soccer Staff; \$8.00/hour.
 - Ryan Torbenson, Baseball Supervisor; \$10.00/hour.
 - Rainah Ward, Junior Team Tennis; \$11.00/hour.
 - Michael Abdella – Junior Team Tennis Supervisor \$1,300 Stipend
 - Scott Abdella – Junior Team Tennis \$11/hour
 - Emily Anderson – Aquatics Supervisor \$10.75/hour, Lifeguard \$8.75/hour
 - Katherine Arneson – Tennis \$8.25/hour, Junior Team Tennis \$11/hour
 - Mari Arneson – Tennis Supervisor \$10.25/hour
 - William Beimers – Lifeguard \$8.75/hour, Swim Aide \$8.50/hour
 - Kayla Burt – Lacrosse Supervisor \$10.25/hour, Swim Aide \$8.25/hour
 - Matthew Christensen – Junior Team Tennis \$11/hour
 - Paige Ciernia – Softball Supervisor \$10/hour
 - William Clark – Lifeguard \$8.75/hour, Swim Aide \$8.25/hour
 - Michael Garlitz – Soccer Supervisor \$10.00/hour
 - Alisa Jamshidi – Softball \$8.00/hour
 - Beth Lacanne – Tennis Supervisor \$17.25/hour
 - Sara Ludewig – Track \$8.25/hour
 - Emily Lundstrom – Lifeguard \$8.75/hour, WSI Instructor \$10.00/hour
 - Erik Lundstrom – Lifeguard \$8.50/hour, Swim Aide \$8.00/hour
 - Easton Martin – Track \$8.25/hour, Aquatics \$8.25/hour
 - Chantel Novak – Lifeguard \$8.75/hour, Swim Aide \$8.50/hour
 - Gabrielle Noack – Tennis \$8.25/hour
 - Jan Otteson – Lifeguard \$8.75/hour, WSI Instructor, \$10.25/hour
 - Benjamin Papke – Softball \$8.25/hour, Lacrosse Supervisor \$10.25/hour
 - Anja Stromme – SUPER Kids \$8.00/hour
 - Ella Stromme – Track \$8.00/hour, Swim Aide \$8.00/hour
 - Daniel Taylor – GO Far Supervisor \$10.00/hour, Track \$8.00/hour
 - Emily Verticchio – SUPER Kids, Safety Camp, Great American Backyard Campout - \$10.25/hour
 - Mark Welinski – Junior Team Tennis Supervisor \$1,300 Stipend
 - Rachel Will – Tennis \$8.25/hour
9. Summer Weight Room Coach beginning 06/09/2015 – 08/07/2015:
- Isabelle G. Chapman, Hourly: \$14.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Matthew S. Christensen, Hourly: \$14.75 per hour – with (4) pay dates (June 30, July 15, July 30, August 15).
 - Laura Marks (DeGroot)—Hourly: \$18.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Bubba Sullivan—Hourly: \$18.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Travis Wiebe—Hourly: \$18.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Shelby Callahan—Hourly: \$14.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).

- Cole Jirik—Hourly: \$14.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Jed McGuire—Hourly: \$14.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Steven Pfahning—Hourly: \$14.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
 - Larry Sanftner—Hourly: \$14.75 per hour – with (4) pay dates: (June 30, July 15, July 30, August 15).
10. Tyler Balow, .8 FTE Social Studies Teacher at the High School for 6.4 hours/day beginning 08/26/2015; BA15, Step 5 (additional transcripts received). **
 11. Nicole Gill, 1.0 FTE DCD-SP Special Education Teacher at the High School beginning 08/26/2015; BA, Step 1. **
 12. Darrell Sawyer, Assistant Girls Golf Coach at the High School beginning 03/16/2015 – 06/01/2015; \$14.00/hour.

b. Increase/Decrease/Change in Assignment

1. Elliott Courchaine, Special Education Educational Assistant-PCA at the Middle School, add SpecEd EA-PCA for Track 1:1 at the Middle School for 3 hours/day beginning 04/01/2015 – 06/01/2015.
2. Michael Garlitz, Accelerate Northfield Volunteer Coordinator for the district for up to 10 hours/week, increase hours up to 18 hours/week (not to exceed 738 hours/year) beginning 08/01/2015.
3. Mary Graue, KidVentures Site Assistant at Bridgewater for 14.5 hours/week, increase to 19.75 hours/week beginning 09/02/2014.
4. Mary Graue, KidVentures Site Assistant at Bridgewater for 19.75 hours/week, change to SummerVentures Site Assistant at Sibley for 30 hours/week beginning 06/08/2015 – 09/04/2015.
5. Rose Turnacliff, 1.0 FTE English 7 Teacher at the Middle School, change to .8 MTSS Reading/.2 Reading 6 Teacher at the Middle School beginning 07/01/2015.
6. Katie Bakke, SpecEd EA-PCA (6.75 hours/day) at Bridgewater, change to SpecEd EA-PCA for 6.75 hours/day at the Middle School beginning 08/31/2015.
7. Allyson Bernstorff, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.42 hours/day), change GenEd EA (.33 hours/day) from 7.17 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
8. Mary Boyum, SpecEd EA-PCA (6.75 hours/day), add GenEd EA (.33 hours/day) from 6.75 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
9. Christina Chappuis, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.42 hours/day), change GenEd EA (.33 hours/day) from 7.17 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
10. Kaylin Faust, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.33 hours/day), change GenEd EA (.40 hours/day) from 7.08 hours/day to 7.15 hours/day at Sibley beginning 08/31/2015.
11. Karna Hasse, SpecEd EA-PCA (6.50 hours/day); GenEd EA (.34 hours/day), change to SpecEd EA-PCA for 6.75 hours/day; GenEd EA (.33 hours/day) from 6.84 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
12. Heather Kuehl, .40 FTE English Teacher at the Middle School, change to 1.0 FTE English Teacher at the Middle School beginning 08/31/2015.
13. Sue Leidner, SpecEd EA-PCA (6.42 hours/day); GenEd EA (.42 hours/day), change to SpecEd EA-PCA for 6.75 hours/day; GenEd EA (.33 hours/day) from 6.84 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
14. Carolyn Manderfeld, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.17 hours/day), change GenEd EA (.33 hours/day) from 6.92 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
15. Lindsay Mehrhoff, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.42 hours/day), change GenEd EA (.40 hours/day) from 7.17 hours/day to 7.15 hours/day at Sibley beginning 08/31/2015.

16. Dan Meyer, .8 MS Math Teacher/.2 MTSS Coach at the Middle School, change to .8 MTSS Coach/.2 Math Teacher at the Middle School beginning 08/31/2015.
17. Myrna Mibus, SpecEd EA-PCA (2.7 hours/day), change to SpedEd EA-PCA for 1.3 hours/day at Longfellow beginning 08/31/2015.
18. Elle Panek, SpecEd EA-PCA (6.75 hours/day); change to SpecEd EA-PCA for 6.75 hours/day at Greenvale Park beginning 08/31/2015.
19. Susan Puppe, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.17 hours/day), change GenEd EA (.33 hours/day) from 6.92 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
20. Elizabeth Schmidt, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.17 hours/day), change GenEd EA (.40 hours/day) from 6.92 hours/day to 7.15 hours/day at Sibley beginning 08/31/2015.
21. Shannon Tassava, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.17 hours/day), change GenEd EA (.33 hours/day) from 6.92 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
22. Christa Udelhofen, GenEd EA (Media-2 hours/day) at the Middle School for 2014-15; continue position for GenEd EA (Media) for 2 hours/day beginning 08/31/2015 – 06/08/2016.
23. Anne VanderMartin, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.17 hours/day), change to SpecEd EA-PCA for 6.50 hours/day; GenEd EA (.33 hours/day) from 6.92 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
24. Lori Witt Macrae, SpecEd EA-PCA (6.50 hours/day); GenEd EA (.67 hours/day), change to SpecEd EA-PCA for 6.75 hours/day; GenEd EA (.40 hours/day) from 7.17 hours/day to 7.15 hours/day at Sibley beginning 08/31/2015.
25. Carina Zick, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.42 hours/day), change GenEd EA (.40 hours/day) from 7.17 hours/day to 7.15 hours/day at Sibley beginning 08/31/2015.

c. Resignations

1. Lori King, Parent Educator at ECFE, resignation effective 08/31/2015.
2. Jacie Myers, Assistant Girls Tennis Coach, resignation effective 3/24/2015.
3. Jeff Pesta, Assistant Nordic Ski Coach, resignation effective 1/6/2015.
4. Justine Tramontana, Assistant Girls Basketball Coach, resignation effective 06/01/2015.
5. Elizabeth Ryan, Third Grade Teacher at Greenvale Park, resignation effective 06/05/2015.

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

**Salary is subject to revision upon settlement of the 2015-17 NEA Master Agreement.

8. Agreement with Canvas Church.

The School Board approved the Agreement with Canvas Church. The Agreement is for the time period July 1, 2015 to June 30, 2016. Changes include:

- Hours adjusted for two services throughout the year
- Addition of auditorium dressing room right (when available)
- Removal of the 10% cost reduction on the energy fee
- Clarification of when signage can be posted before an event

VIII. Items for Information

1. End of the 2014-2015 School Year Enrollment Report.
2. Superintendent Richardson provided an update on the Education Omnibus Bill.

IX. Future Meetings

Monday, July 13, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, August 10, 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 9:14 PM and moved to a closed negotiation strategy session in the District Office Conference Room.

Noel Stratmoen
School Board Clerk