

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, October 10, 2016, 7:00 PM
Northfield High School, Media Center

AGENDA

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
This is an opportunity for residents of the Northfield 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 themselves and the group they represent, if any. Please state your reason for addressing the Board. To insure that all individuals have a chance to speak, speakers will be limited to one **three-minute presentation**. This is not a time to debate an issue, but for the Board to hear your comments.
The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student, in open session. This includes the public comment portion of our meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate personnel - such as the building principal or superintendent - and not during an open meeting of the School Board.
- IV. Approval of Minutes
- V. Announcements and Recognitions
 - Prevention Champion Award Presentation to High School TORCH Coordinators Kim Horner and Teddy Gelderman.
- VI. Items for Discussion and /or Reports.
 1. School Improvement Plan Presentations – Northfield Middle School and Northfield High School.
 2. Strategic Planning – Vision Statement and Priorities.
 3. QComp Update.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. School Board Policy 210.1 - Charter School Authorizer Conflict of Interest.
 - B. Items for Consent Grouping
 1. Personnel Items.
- VIII. Items for Information
 1. Enrollment Report – October 1, 2016.
- IX. Future Meetings
Monday, October 24, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, November 14, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

NORTHFIELD PUBLIC SCHOOLS MEMORANDUM

Monday, October 10, 2016, 7:00 PM
Northfield High School Media Center

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed. D., Superintendent
RE: Explanation of Agenda Items for the October 10, 2016, 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 meeting held on September 26, 2016, are enclosed for your review and comment.
- V. Announcements and Recognitions
 - Prevention Champion Award Presentation to High School TORCH Coordinators Kim Horner and Teddy Gelderman. The award will be presented by Shelly Cole from the Rice County Chemical Health Coalition and Rice County Family Services Collaborative.
- VI. Items for Discussion and / or Reports
 1. School Improvement Plan Presentations – Northfield Middle School and Northfield High School.
On Monday night Northfield Middle School and Northfield High School will present their continuous school improvement plans to the Board. The presentations will include a progress report on the goals set for the 2015-16 school year as well as new goals set for the 2016-17 school year.

There will be school improvement plan presentations at each Board meeting through November.
 2. Strategic Planning – Vision Statement and Priorities.
Superintendent Hillmann will present the draft results of the District's strategic planning process, including the new drafted vision, slightly modified mission, and near term priorities. There were 186 people who provided input into the vision and near-term priorities.
 3. QComp Update.
Superintendent Hillmann will present an update on the status of the QComp application process. The formal application will be presented at a future meeting.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Board Policy 210.1 - Charter School Authorizer Conflict of Interest.
At the September 26, 2016, Board meeting Superintendent Hillmann shared the rationale for this proposed policy that is required as part of the charter school authorization renewal action plan process.

Superintendent's Recommendation: Motion to approve Policy 210.1 – Charter School Authorizer Conflict of Interest, as presented.
 - B. Items for Consent Grouping
Superintendent's Recommendation: Motion to approve the following items listed under the Consent Grouping.
 1. Personnel Items.
 - A. Appointments.
 1. Correction: Janet Gannon Evening Site Assistant and Club Leader; Evening Site Assistant Step 4, \$13.43/hr and Club Leader \$20.49/hr.

2. Gertrude Bauer Special Education EA-PCA for 6.92 hrs/day at Sibley beginning 10/06/2016-6/06/2017; Special Ed Step 1, \$15.08/hr
 3. Brittany DuPay Assistant Girls Gymnastics Coach for 3 hrs/day at the High School beginning 11/14/2016-2/25/2017; Level E, Step 1
 4. Charlotte Feely CVSEC Building Nurse for 6.5 hrs/day at CVSEC's Alex, SUN and STEP beginning 10/05/2016; Step 3, \$30.91/hr.
 5. James Miller Fall/Winter/Spring Recreation Position for Community Services beginning 9/29/2016-5/31/2017; \$9.50/hr- \$10.50/hr if supervisor.
 6. Emmanuel Moton Community Services Flag Football for 2 hrs/day Tues. and Thur. beginning 9/06/2016-5/31/2017; \$9.50/ hr.
 7. Teri Quamme Educational Assistant for 7 hrs/day at Greenvale Park Elementary beginning 9/30/2016; Special Ed-Step 1, \$15.08/hr, Gen Ed-Step 1, \$14.52/hr.
 8. Linda Rosas Balvin Target Services PLUS Student Site Assistant for 1.5 hrs/day for 4 days a week (Mon.-Thur.) beginning 10/3/2016-5/04/2017; \$9.50/hr.
 9. Tiffany Ryan 1.0 FTE Long Term Substitute Fourth Grade at Greenvale Park Elementary beginning on or about 10/16/2016-1/24/2017; BA, Step 6.
 10. Jessica Wedel Educational Assistant for 2 hours/day at Greenvale Park Elementary beginning 9/29/2016; General Ed-Step 1, \$14.52/hr.
- B. Increase/Decrease/Change in Assignment.
1. Sheila Atkinson EA at Bridgewater, add Targeted Services PLUS Site Assistant for 1.5 hrs/day Mon.-Thur. at Greenvale Park beginning 11/8/2016-4/05/2017; Step 4-\$13.43/hr.
 2. Lydia Gross EA-PCA at Head Start, change to EA-PCA for 23 hrs/wk Mon.-Fri. at Longfellow beginning 10/04/2016;
 3. Kelly Hebzynski Teacher at the Middle School, Add Targeted Services BLAST Teacher for up to 5 hrs/wk Mon.-Thur. beginning 10/3/2016-5/26/2017; Year 1-\$27.11/hr.
 4. Anne Jarvis Teacher at the Middle School, add Targeted Services BLAST Teacher at the Middles School for up to 5 hrs/wk Mon.-Thur. beginning 10/04/2016-5/26/2017; Year 2-\$27.11/hr.
 5. Ashley Opatrny EA-PCA at Greenvale Park, change to 6.58 hrs/day PCA and .50 hrs/day Supervision at Greenvale Park beginning 9/28/2016.
 6. Heather Ryden RTI Coach at GVP, add Targeted Services PLUS Teacher for 1.25 hrs/day up to 4 days/wk at GVP beginning 9/28/2016-5/04/2017; Year 2-\$27.11/hr.
 7. Rachel Schlossin Teacher at the Middle School, add Target Services BLAST Teacher for up to 5 hrs/wk Mon.-Thur. beginning 10/03/2016-5/26/2017; Year 3-\$27.11/hr.
 8. Micah Schultz Teacher at the ALC, add Target Services BLAST Teacher for up to 5 hrs/wk Mon.-Thur. at the Middle School beginning 10/03/2016-5/26/2017; Year 3-\$27.11/hr.
- C. Resignation.
1. Kathryn Bakke Special Education at Bridgewater and the Middle School resignation effective 11/18/2016.
- D. Administration is recommending the approval of the following, effective July 1, 2016:
- Dance Team - additional coaching position is needed. \$1,000 allocated for position, inclusive of salary/benefits for the 2016-17 school year at an hourly rate.

* Conditional offers of employment are subject to successful completion of a criminal background check and pre-work screening (if applicable) ** Subject to change upon Board approval of the employee agreement.

VIII. Items for Information

1. Enrollment Report – October 1, 2016.

IX. Future Meetings

Monday, October 24, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, November 14, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
September 26, 2016
Northfield High School Media Center

- I. Call to Order
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Bogott, Colangelo, Hardy, Iverson, Pritchard, Quinnell and Stratmoen.
- 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 Bogott, seconded by Colangelo, minutes of the Regular School Board meeting held on September 12, 2016, were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to Middle School student Lupema Celis Castillo, who is one of the award recipients of a \$250-\$1000 scholarship in the Minnesota Hispanic Bar Association essay contest on the topic: Latinos in Minnesota. The following students also participated in the essay contest and are now invited to attend a meet and greet with Justice Sonia Sotomayor on October 18th. They are: Jennifer Boudreau, Citlali Valdez, Johann Rodriguez Vazquez, Angel Gomez, Litzy Conde Acosta, Anel Barojas Velazquez, Gabriel Gaspar Benitez and Esmeralda Lazaro.
- VI. Committee Reports.
Board members Hardy, Iverson and Pritchard presented their committee reports. Hardy: Human Rights Commission and District Youth Council; Iverson: Community Services Advisory Council; and Pritchard: Schools for Equity in Education. Board members will have an opportunity to present their Committee reports at the second Board meeting of each month.
- VII. Items for Discussion and / or Reports
 1. QComp Application.
Northfield Education Association Representative Ray Coudret shared the initial QComp plan. The report included the components of the application and timelines. Gina Swenson (First Grade teacher at Sibley), Kelly Hebzynski (Middle School Math teacher) and Kim Briske (Director of Technology Services) shared their personal experiences of working in previous school districts with the QComp program. The Board will be asked to consider action on the initial application at the October 10, 2016, meeting.
 2. Curriculum Review Process.
Director of Teaching and Learning Mary Grace Hanson provided the Board with an overview of the current curriculum review process.
 3. Superintendent Evaluation Subcommittee Update.
Members of the Superintendent Evaluation Subcommittee provided an update and information based on feedback from Board members at the September 12th meeting and discussion with Minnesota School Boards Association (MSBA) staff. During the Board discussion on September 12th meeting, two questions were raised: (1) Should a 360-degree evaluation be part of the Superintendent Evaluation, and (2) Are all items that are performance measures sufficiently visible to Board members in ways that Board members can provide ratings and describe evidence? After conferring with the MN School Boards Association, the subcommittee recommended that School Board members be the sole evaluators of the superintendent. To provide clarity to the nature and scope of the feedback Board members will provide, the subcommittee revised the comment portion on the form to include observations, interactions, and

overall knowledge of the performance. The subcommittee feels that Board members should be able to seek additional information related to the progress on the evaluation goals and performance measures identified. Finally, the subcommittee recommended that after one year, the Board revisit the timeline and form for the superintendent's evaluation and make adjustments accordingly.

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved amending the agenda to include as items for individual action the Superintendent's Evaluation Process and the Superintendent's Goals for the 2016-2017 School Year.

VIII. Superintendent's Report

A. Items for Individual Action

1. QComp Letter of Intent.

On a motion by Hardy, seconded by Bogott, the Board unanimously approved authorizing the Superintendent to sign the QComp letter of intent on behalf of Northfield Public Schools.

2. Dundas Dome Rental Negotiations.

On a motion by Quinnell, seconded by Iverson, the Board unanimously approved the Superintendent and the Activities Director to negotiate a rental/lease of the Dundas Dome for a cost not to exceed \$40,500. This cost will be paid through the District's lease/levy authority.

3. Proposed 2016 Payable 2017 Property Tax Levy.

On a motion by Iverson, seconded by Bogott, the Board unanimously approved certifying to County Auditors the 2016 Payable 2017 Proposed Certified Net Tax Levy at the maximum authority amount of \$15,581,285.67.

4. Charter School Authorization Mission and Vision.

On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the District's Charter School Authorization Mission and Vision as presented.

5. Superintendent's Evaluation.

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the Superintendent's evaluation form as presented.

6. Superintendent's Goals.

On a motion by Colangelo, seconded by Bogott, the Board unanimously approved the Superintendent's goals for the 2016-2017 school year as presented.

B. Items for Consent Grouping

On a motion by Iverson, seconded by Quinnell, Board unanimously approved the following items in the Consent Grouping.

1. Gift Agreement.

Sibley Elementary School's PTO has donated \$6200 to be used as follows: \$5000 for classroom funding (25 teachers) and \$1200 for specialists.

2. Personnel Items.

a. Appointments.*

1. *Alyssa Anderson, Educational Assistant PCA for 7.0 hrs/day at the CVSEC-Alex beginning 9/24/2016; CVSEC Special Ed-Step 1-\$15.58/hr.
2. Taryn Atchison, Target Services program PLUS Teacher for 1.25 hrs/day beginning 9/27/2016-5/04/2017; Year 7-\$27.73/hr.

3. *Carley Benjamin, Spec Ed EA-PCA for 6.75 hrs/day Special Ed and .17 hrs/day Supervisory for a total of 6.92 hrs/day at Sibley beginning 10/3/2016-06/6/2017; Gen Ed EA, Step 1-\$14.52/hr., Spec Ed EA, Step 1-\$15.08/hr.
 4. Armando Fox, Educational Assistant-PCA for 7 hrs/day at CVSEC-SUN beginning 9/26/2016; CVSEC Special Ed, Step 4-\$16.69/hr.
 5. Daniel Hampsey, Head Custodian for 40 hrs/wk at Bridgewater beginning 10/03/2016; Step 3-\$22.29/hr.
 6. William Kruse, LTS and EA-PCA for 31.5 hrs/wk at Longfellow beginning 9/20/16-End of Leave of Absence portion on or about 12/22/2016; Special Ed, Step 1-\$15.08/hr.
 7. Stephanie Lindenfelser, TS PLUS Site Assistant for 1.5 hrs/day for four days a week (Mon.-Thur.) at GVP beginning 9/27/2016-05/04/2017; Step1-\$12.56/hr.
 8. Renee Malecha, LTS Administrative Assistant for 8 hrs/day at Greenvale Park beginning 8/15/2016-10/31/2016; LTS Office Employee rate-\$18.28/hr.
 9. Deborah Massey, LTS EL Elementary Teacher for 40 hrs/wk at Sibley beginning 10/02/2016-12/22/2016; Community Export-BA, Step 0.
 10. Morgan McCarty, SpecEd EA-PCA for 6.75 hrs/day Special Ed and .17 hrs/day Supervisory for a total of 6.92 hrs/day at Sibley beginning 9/26/2016; Special Ed, Step 1-\$15.08/hr.
 11. *George Monson, Assistant Girls Hockey Coach for 2.5 hrs/day at the High School beginning 10/31/2016-02/25/2017; Level E, Step 1.
 12. Amanda Moore, Gen Ed Teacher for 40 hrs/wk at the CVSEC-Alex beginning 09/15/2016; BA +30, Step 0.
 13. Cachina Rock, Educational Asst. – PCA CVSEC Alex for 7 hrs/day beginning 9/26/2016; CVSEC Special Ed –Step 4-\$16.69/hr.
 14. *Lisa Schuenke, Educational Assistant-PCA for 7.0 hrs/day at the CVSEC-SUN beginning 09/27/2016; CVSEC Special Ed, Step 4-\$16.69/hr.
 15. *Kateva Shavers, Office Generalist-Sped Due Process Clerk for 7.5 hrs/day at MS/GVP beginning 9/26/2016-06/07/2017; Class II Office Generalist, Step 2-\$17.03/hr.
 16. Christopher Zimmerman, CN Student Associate for 1 hr/day at Longfellow beginning 9/19/2016; CAN Student-\$9.50/hr.
 17. Community Services Fall 2016 Brochure Instructors.
 18. Sonya Ehmer, Targeted Services Plus Site Leader for 1.5 hrs/day at Bridgewater beginning 10/03/2016-5/09/2017; Step 2-\$15.66/hr.
 19. Cindy Keogh, Supervisory Educ. Asst. for 2 hrs/day at Bridgewater beginning 9/06/2016-6/06/2017; Gen Ed Step 3-\$15.19/hr.
 20. Katerina Middeldorp, Evening Club Leader for 2 hrs/day at GVP beginning 9/27/2016-5/18/2017; \$20.09/hr.
 21. Arlette Nelson, Supervisory Educ. Asst. for 2 hrs/day at Bridgewater beginning 9/06/2016-6/06/2017; Gen Ed Step 2-\$14.86/hr.
 22. Kim Norton, Supervisory Educ. Asst. for 2 hrs/day at Bridgewater beginning 9/06/2016-6/06/2017; Gen Ed Step 1-\$14.52/hr.
- b. Increase/Decrease/Change in Assignment.
1. Kristin Basinger, Spec Ed Assistant at the Middle School, add Bus EA-PCA for 5.4 hrs/wk district wide beginning 09/19/2016-06/07/2017;
 2. Kathy Beck, Spec Ed EA PCA at Greenvale Park, add Bus EA-PCA for 5.4 hrs/wk district wide beginning 09/19/2016-06/07/2017;
 3. Theresa Brake, Gen Ed EA at GVP, add Community School Club Leader for 60 minutes before school Mon., Tues., Thurs., Fri., at GVP beginning 9/20/2016-06/08/2017; \$20.49/HR.
 4. Liz Brewer, Spec Ed EA PCA at the Middle School, add Bus EA-PCA for 4.6 hrs/wk district wide beginning 09/19/2016-06/07/2017;
 5. Mary Boyum, Spec Ed EA PCA at Sibley, add Bus EA-PCA for 5.4 hrs/wk district wide beginning 09/19/2016-06/07/2017.

6. Shari Bridley, Spec Ed EA PCA at the Longfellow, add Bus EA-PCA for 3.75 hrs/wk district wide beginning 09/19/2016-06/07/2017;
7. Brandie Carlson, EA-PCA for 7 hrs/day at CVSEC-Alex, change to EA-PCA for 6.5 hrs/day at CVSEC-STEP beginning 9/20/2016.
8. Kathleen Casson, German Teacher at the HS/MS, add Senior Class Advisor at the HS for the 2016-2017 school year beginning 9/01/2016; Level J, Step 1.
9. Janet Gannon, EA at the MS, add Evening Site Assistant for 3 hrs/wk and Club Leader for 3 hrs/wk at GVP beginning 09/15/2016-05/18/2017; Evening Site Assistant Step 4, \$13.78/hr and Club Leader \$20.49/hr.
10. Jackie Groth, Spec. Ed EA for 6.75 hrs/day at Bridgewater, change to Spec. Ed/Supervisory EA for 7.25 hrs/day at Bridgewater beginning 09/06/2016.
11. Joe Jorgenson, Asst. Student Council Advisor at the HS, change to Head Student Council Advisor at the HS for the 2016-2017 school year beginning 9/01/2016; Level G, Step 1.
12. Shelly Kruger, Spec Ed EA PCA at the High School, add Bus EA-PCA for 10.4 hrs/wk district wide beginning 09/19/2016-06/07/2017;
13. Tiffany Malecha, Teacher at GVP, add TS PLUS Teacher for 1.25 hrs/day for up to 4 days per week at GVP beginning 9/27/2016-5/4/2017; Year 4-\$27.73/hr.
14. Vicki Malecha, Child Nutrition Manger at Bridgewater, add Bus EA-PCA for 8.75 hrs/wk district wide beginning 09/19/2016-06/07/2017; Special Ed, Step 1, \$15.08/hr.
15. Deborah Massey, LTS EL Elementary Teacher at Sibley, add Evening Site Assistant for 3 hrs/wk and Club Leader for 3 hrs/wk at GVP beginning 09/15/2016-05/18/2017. Site Assistant Step 1, \$12.56/hr. Club Leader \$20.49/hr.
16. Cheryl Mathison, ALC Teacher at Longfellow, add ALC Night School Teacher for 3 sessions, containing 10 classes per session for 2.5 hrs each class beginning 09/28/2016-05/12/2017; Lane/Step.
17. Jacque Meyer, Spec Ed Assistant at the High School, add Bus EA-PCA for 7.1 hrs/wk district wide beginning 09/19/2016-06/07/2017;
18. Nancy Meyers, Child Nutrition Associate at the Middle School, add Bus EA-PCA for 8.75 hrs/wk district wide beginning 09/19/2016-06/07/2017; Special Ed-Step 1-\$15.08/hr.
19. Rachel Morrison, Social Worker at GVP, add TS PLUS Teacher Mon.-Thur. for 1.25 hrs/day up to 4 days per week at GVP beginning 09/27/2016-05/04/2017; Year 1-\$27.11/hr.
20. Laurie Noonan, Spec. Ed/Supervisory EA for 7.25 hrs/day at Bridgewater, change to Spec. Ed EA for 6.75 hrs/day at Bridgewater beginning 09/06/2016.
21. Deb Pack, Spec Ed Assistant at the High School, add Bus EA-PCA for 5.85 hrs/wk district wide beginning 09/19/2016-06/07/2017;
22. Deborah Rasmussen, Guidance Counselor at the HS, add Building Supervisor as needed for up to 10 hrs/wk with Community Services beginning 09/17/2016; \$15.34/hr.
23. Tony Rasmussen, KidVentures Site Assistant for 23.5 hrs/wk at Bridgewater, change to 26 hrs/wk beginning 9/19/2016;
24. Melissa Reuvers, Spec. Ed/Supervisory EA for 6.75 hrs/day at Bridgewater, change to Spec. Ed/Supervisory EA for 7 hrs/day at Bridgewater beginning 09/06/2016.
25. Pamela Rivera, Spec. Ed-PCA for 6.75 hrs/day at Bridgewater, change to Spec. Ed-PCA for 7 hrs/day at Bridgewater beginning 09/06/2016.
26. Jennifer Severson, Spec Ed EA PCA at the CVSEC STEP, add Bus EA-PCA for 14.6 hrs/wk district wide beginning 09/19/2016-06/07/2017;
27. Micah Schultz, ALC Teacher at Longfellow, add ALC Independent Study Teacher for up to 30 hrs for 2016/17 school year beginning 09/22/2016-06/08/2017; Lane/Step.
28. Josh Spitzack, Teacher at GVP, add TS PLUS Teacher Mon.-Thur. for 1.25 hrs/day up to 4 days per week at GVP beginning 09/27/2016-05/04/2017; Year 3-\$27.00/hr.
29. Robyn Spillman, Spec Ed Assistant at Greenvale Park, add Bus EA-PCA for 5 hrs/wk district wide beginning 09/19/2016-06/07/2017;
30. Mary Stanchina, Spec. Ed/Supervisory EA for 7 hrs/day at Bridgewater, change to Spec. Ed/Supervisory EA for 7.15 hrs/day at Bridgewater beginning 09/06/2016.

31. Angie Timperley, Spec. Ed-PCA for 6.75 hrs/day at Bridgewater, change to Spec. Ed-PCA for 4 hrs/day at Bridgewater beginning 09/06/2016.
32. Gigi Tisdale, Teacher at GVP, add TS PLUS Teacher Mon.-Thur. for 1.25 hrs/day up to 4 days per week at GVP beginning 09/27/2016-05/04/2017; Year 4-\$27.73/hr.
33. Diane Torbenson, RTI Coach at GVP, add TS PLUS Teacher Mon.-Thur. for 1.25 hrs/day up to 4 days per week at GVP beginning 09/27/2016-05/04/2017; Year 4-\$27.73/hr.
34. Ellen Trotman, Teacher at GVP, add TS PLUS Teacher Mon.-Thur. for 1.25 hrs/day up to 4 days per week at GVP beginning 09/27/2016-05/04/2017; Year 2-\$27.11/hr.
35. Arlene Tuma, EA Family Ed at NCRC, add Evening Site Assistant for 6 hrs/wk at GVP beginning 09/15/2016 to 05/18/2017; Step 3-\$13.09/hr.
36. Arlene Tuma, EA Family ED at NCRC, add TS PLUS Site Assistant 1.5 hrs/day for 4 days per week (Mon.-Thur.) at GVP beginning 9/27/2016-05/04/2017; Step 3-\$13.09/hr.
37. Michele Warden, Spec. Ed-PCA/Gen Ed EA for 10.92 hrs/day at Bridgewater, change to Spec. Ed-PCA/Gen Ed EA for 6.5 hrs/day at Bridgewater beginning 09/06/2016.
38. Mary Wojick, Teacher at GVP, add TS PLUS Teacher Mon.-Thur. for 1.25 hrs/day up to 4 days per week at GVP beginning 09/27/2016-05/04/2017; Year 3-\$27.11/hr.
39. Kristy Malecha, EA at GVP, add Targeted Services PLUS Club Leader for 1 hr/day for up to 4 days per week (Mon.-Thur.) beginning 9/27/2016-5/04/2017; \$20.49/hr.
40. Deborah Massey, Community School, add Targeted Services PLUS Teacher for 1.25 hrs/day for up to 4 days per week at GVP beginning 9/27/2016; \$27.11/ hr.
41. Ellen Mucha, Language Arts Teacher at the High School, add one additional section English at the High School beginning 9/06/2016. 1/6 overload
42. Deb Pack, EA-PCA MM at the High School, change to EA-PCA- Job Coach at the High School.

c. Leave of Absence Requests.

1. Noreen Cooney, Spec. Ed Social Worker at Sibley, FMLA Leave of Absence beginning 08/29/2016- Intermittent up to 60 work days.
2. Debra James, Early Childhood Spec. Ed at Sibley, FMLA Leave of Absence beginning 10/18/2016-1/18/2017.
3. Jeanne Mahoney-Hanzlik, Science Teacher at the HS, FMLA Leave of Absence beginning 10/17/2016-Intermittent up to 60 work days.
4. Melissa Bernhard Recreation Coordinator FMLA Leave of Absence beginning on or about November 15, 2016 for 9 work weeks.

d. TRA Part-Time Teacher Program

The Board authorized participation for the following teachers in the TRA Part-Time Teacher Program, whereby the teachers who qualify can personally purchase TRA service credit at no cost to the Northfield School District: Shelley Hansen, Kristen Johnson and Lisa Krueger Robb.

e. The Board approved the following, effective July 1, 2016:

- Substitute Retired Custodian: Step 1 of Custodian Agreement
- Substitute Nurse: Step 1 of Nurse Agreement
- Long-term substitute Clerical/Custodian or Educational Assistant – more than 10 consecutive days for the same employee: Step 1 of Appropriate Agreement
- Girls' Swimming & Diving Team: additional \$1,500 allocated for position, inclusive Coaching position needed. (Cindy Boyum) of salary/benefits, paid at \$14.00/hr.

f. Resignation.

1. Vicki Turner, Early Childhood Coordinator at Longfellow resignation effective 9/30/2016.

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

** Subject to change upon Board approval of the employee agreement.

IX. Items for Information

1. Board Policy 210.1 – Charter School Authorizer Conflict of Interest, First Reading.
Superintendent Hillmann shared the rationale and components for this proposed policy that is required as part of the charter school authorization renewal action plan process.
2. Strategic Planning Process Update.
Superintendent Hillmann provided an update on the strategic planning process, recapped the September 22nd work session, and outlined the next steps in the process.
3. Every Student Succeeds Act Regional Meetings.
Board members are invited to attend a regional meeting on the Every Student Succeeds Act sponsored by the MN Department of Education.
4. National Merit Scholars Reception – Monday, October 10, 6:00 PM, Northfield High School Upper Cafeteria.
The names of the Commended Students have been announced. They are Kate Bornhauser, Eric Etzell, Jackson Hillmann, Robert Kopas, Haakon Larsen and Zachary Vanderwood. These students will be honored along with the semifinalists, Alex Gunn, Lars Ripley, Irene Stoutland and Christof Zweifel, on October 10 at 6 PM in the High School Upper Cafeteria.
5. Bus Driver Appreciation Breakfast.
School Board members are invited to Bridgewater's annual Bus Driver Appreciation Breakfast on Friday, October 28 from 8:20 - 9:00 am in the Bridgewater Cafeteria.

X. Future Meetings

Monday, October 10, 2016, 6:00 PM, Reception for National Merit Scholars, Northfield High School Upper Cafeteria
Monday, October 10, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, October 24, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:55 p.m.

Noel Stratmoen
School Board Clerk

Purpose

The purpose of this presentation is to review the strategic planning process and provide a draft for the final outcomes of the strategic plan for the Board’s consideration and potential approval on October 24, 2016.

Process

Northfield Public Schools partnered with Dr. Bruce Miles of Big River Consulting to facilitate the strategic planning process. Dr. Miles has experience using his “Chainsaw Strategic Planning” method with more than 1,000 organizations, including K-12 schools, non-profits, and businesses.

The following is a list of the strategic planning meetings and the attendance.

Date	Stakeholder Group	Attendance
08.08.2016	Board and Administration	24
09.01.2016	Staff (five individual sessions during workshop day)	89
09.01.2016	Community	44
09.20.2016	Greenvale Park Community School (session held in Spanish)	16
09.21.2016	District Youth Council	13
	Total	186

Participants worked in small groups during a visioning and near-term prioritization activity. This activity encouraged discussion and debate about what should be the District’s most important focus. Groups recorded their vision and priorities on poster-size paper for review by the entire group. Finally, participants used a power voting strategy to identify the items they viewed as most important for the District’s focus.

On September 22, 2016, the School Board and administrators gathered to review the results from all stakeholder input sessions and craft the final vision and near-term priorities.

The one-page document included in your packet presents the final results. It includes the District’s long-held mission statement (job description), beliefs, and strategies. Those beliefs and strategies -- defined a decade ago -- align incredibly well with the updated vision statement.

In an effort to make the vision statement memorable and accessible, administrators fine tuned the statement and consolidated several of the vision points. The vision statement clause/vision development mapping table crosswalks how the stakeholder input is mapped to the updated vision statement.

Near-term priorities are listed at the bottom of the page. A one-page benchmark document developed by each group that discussed these near-term priorities at the work session on September 22, 2016, is included in the packet.

What’s Next?

The strategic plan vision and near-term priorities are the result of 186 individuals participating in the process that began on August 8, 2016. We will develop action teams around each of the near-term priorities, align with other community groups that may have a similar goal or interest, and begin working to achieve measurable results that move the District forward.

VISION, MISSION, BELIEFS, STRATEGIES, AND PRIORITIES DRAFT | OCTOBER 10, 2016

Vision: We will prepare every student for lifelong success within a world-class learning environment committed to community partnerships and sustainability.

Vision statement clause	Vision Development Mapping
<i>We will prepare every student for lifelong success...</i>	<ul style="list-style-type: none"> ● Robust curriculum that addresses all students' academic and social/emotional needs ● Prepare all students with a strong foundation for their post high school career path
<i>...within a world class learning environment...</i>	<ul style="list-style-type: none"> ● Equitable opportunities for all students ● Appropriate class sizes for all abilities, ages, and subjects ● Robust curriculum that addresses student academic and social goals ● District staff that reflect community demographics
<i>...committed to community partnerships and sustainability.</i>	<ul style="list-style-type: none"> ● District staff that reflects community demographics ● Financial sustainability and stewardship ● Equitable opportunities for all students ● Prepare all students with a strong foundation for their post high school career path ● Community partnerships are essential in realizing the vision (this was not explicit in the final visioning activity, but inherent in several of the statements used to develop the final statement)

Mission

We deliver educational excellence that empowers all learners to engage in our dynamic world.

Beliefs

- | | |
|--------------------|-------------------------|
| ● Public Education | ● Shared Responsibility |
| ● Learning | ● Learning Environment |
| ● Decision-Making | ● Diversity |

Strategies

- | | |
|-----------------------|------------------|
| ● Quality Education | ● Stewardship |
| ● Climate | ● Communications |
| ● Curricular Outcomes | ● Partnerships |

Near-Term Priorities

- Building and fostering relationships - commitment to social/emotional health for all.
- Develop a long-term solution that allows for reasonable class sizes while maintaining financial stability.
- Spaces that are modern, innovative, creative and flexible.
- Equitable opportunities and support for all career and college paths.
- Prioritize recruiting and retaining diverse staff.
- Robust core subject instruction.



Northfield School District • FY17 Planning Project
September 22, 2016 • Vision, Mission & Priorities

Vision

In five years, we will have developed, delivered, & be recognized for...

- Robust curriculum that addresses all students' academic & social needs (15)
- Preparing all students with a strong foundation for their post HS path - career & college ready (15)
- Financial sustainability & stewardship (12)
- District staff that reflects the community demographics (4)
- Appropriate class sizes for all abilities, ages, & subjects (3)
- Equitable opportunities (3)

Mission

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

Beliefs

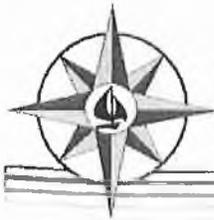
- | | |
|-------------------------|------------------------|
| • Public Education | • Learning |
| • Shared Responsibility | • Learning Environment |
| • Decision-Making | • Diversity |

Strategies

- | | |
|-----------------------|-------------------------------|
| • Quality Education | • Stewardship |
| • Climate | • Communications/Partnerships |
| • Curricular Outcomes | • Diversity |

Near-Term Priorities

- 1) Building & fostering relationships - commitment to social/emotional health for all (13)
- 2) Develop a long-term solution that allows for reasonable class sizes while maintaining financial stability (10)
- 3) Spaces that are modern, innovative, creative & flexible (8)
- 4) Equitable opportunities & support for all career & college paths (7)
- 5) (tie) Prioritize recruiting & retaining diverse staff (5)
- 5) (tie) Robust core subject instruction (5)



Northfield School District • FY17 Planning Project
Benchmarks: Relationships

1) What do we want to accomplish? (*New Goal*)

- Building and fostering relationships with a commitment to social-emotional health for all
- Building positive morale
- Prepare students for the real world

2) What should be done to begin? (*Data Needed or Action Steps*)

- Identify what we currently do and create a K-12 scope and the sequence
- Identify the needs and strengths
- Research and explore the best practice
- Identify the ways to support staff to focus on teaching students, not just content

3) What should we see happening w/in 30-60 days? (*Benchmarks*)

- Leadership By Walking Around (LBWA) – all staff
- Greet students and colleagues when passing each other
- Data collection and analysis to assess the current state
- Consistent messaging and expectations like "PRIDE."



Northfield School District • FY17 Planning Project
Benchmarks: Class Size

1) What do we want to accomplish? (*New Goal*)

- Develop a plan to address overcrowding classrooms
- Alleviate parent and staff concerns about class size

2) What should be done to begin? (*Data Needed or Action Steps*)

- Have a discussion on reasonable/appropriate class size
- What are we willing to do differently
- Research best practices of similar districts
- Ideal components to systematic approaches

3) What should we see happening w/in 30-60 days? (*Benchmarks*)

- Focus groups to discuss class size
- Thought exchange – stakeholder input
- Collecting information from similar districts
- Resource allocation analysis



Northfield School District • FY17 Planning Project
Benchmarks: Space

1) What do we want to accomplish? (*New Goal*)

- Spaces that are modern, innovative, creative and flexible
- Provide world class facilities
- Spaces that can quickly change to fit the teacher's needs
- Promotes collaboration
- Buildings that are sustainable

2) What should be done to begin? (*Data Needed or Action Steps*)

- Follow and finalize master facilities plan – make a decision
- Look and think to the future with all aspects of building use
- Properly research location needs

3) What should we see happening w/in 30-60 days? (*Benchmarks*)

- Board approval of the Master Facilities Plan



Northfield School District • FY17 Planning Project
Benchmarks: Equitable Opportunities

1) What do we want to accomplish? (*New Goal*)

- A public commitment to recognizing, honoring, and promoting all colleagues and career pathways

2) What should be done to begin? (*Data Needed or Action Steps*)

- A list of steps that facilitate the implementation of a career pathways approach and changing culture

3) What should we see happening w/in 30-60 days? (*Benchmarks*)

- Communication with business partners
- Opportunities provided for students to explore careers
- Continue to educate the staff



Northfield School District • FY17 Planning Project
Benchmarks: Robust Core Subject Instruction

1) What do we want to accomplish? (*New Goal*)

- Growth across all student populations
- Cradle to career – commitment to high expectations

2) What should be done to begin? (*Data Needed or Action Steps*)

- Define what robust and core mean
- Analyze data: MCAs, MAP, ACT, DIBELS, FAST, Registration Information, PLC Data
- Look at what demographic peers are doing

3) What should we see happening w/in 30-60 days? (*Benchmarks*)

- Define the time needed to accomplish action steps
- LBWA (Leadership By Walking Around)



Northfield School District • FY17 Planning Project

Benchmarks: Recruiting

1) What do we want to accomplish? (*New Goal*)

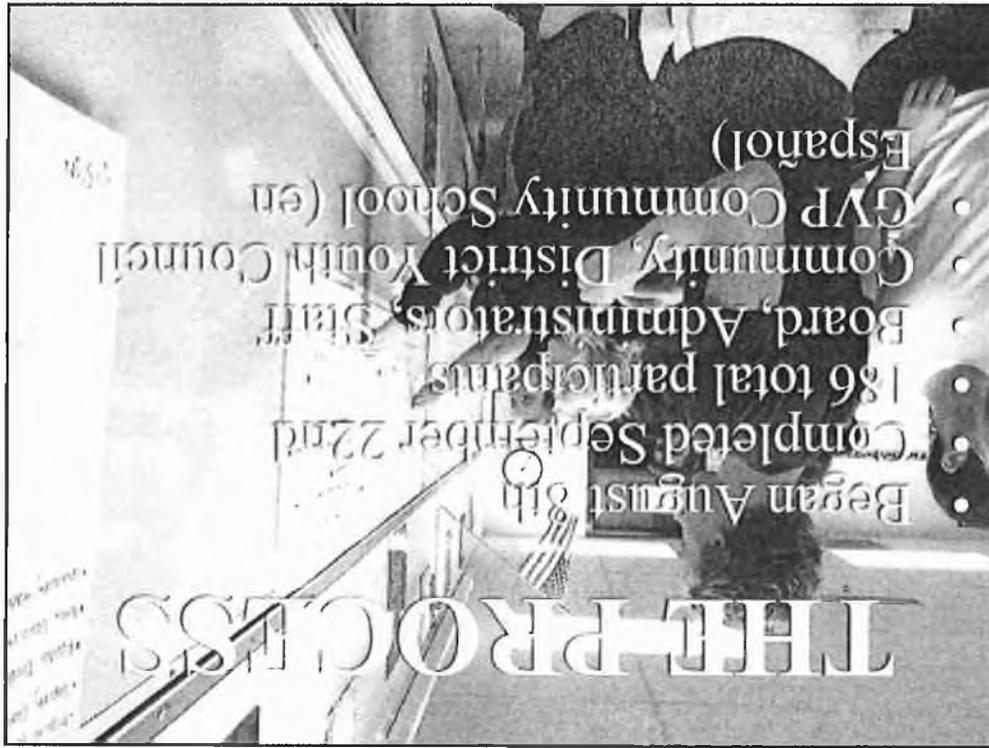
- Recruitment/retention of diverse staff
- Learning environment more conducive for diverse students
- More connection with parents of diverse students
- Innovative ideas coming from diverse viewpoints
- More influence over learning from under represented voices

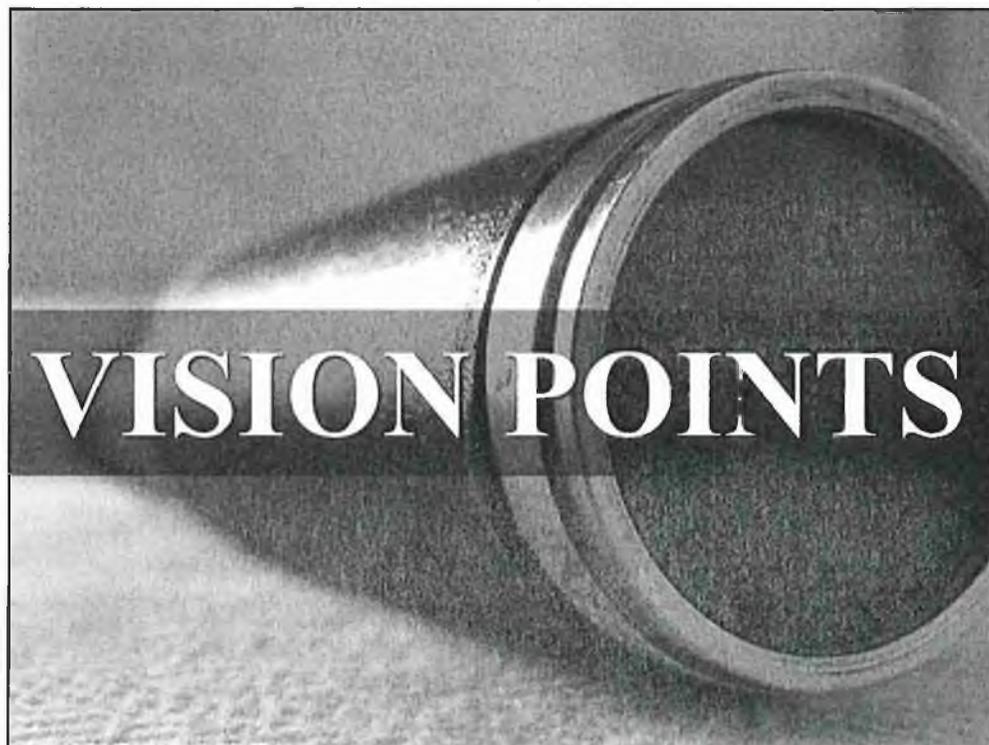
2) What should be done to begin? (*Data Needed or Action Steps*)

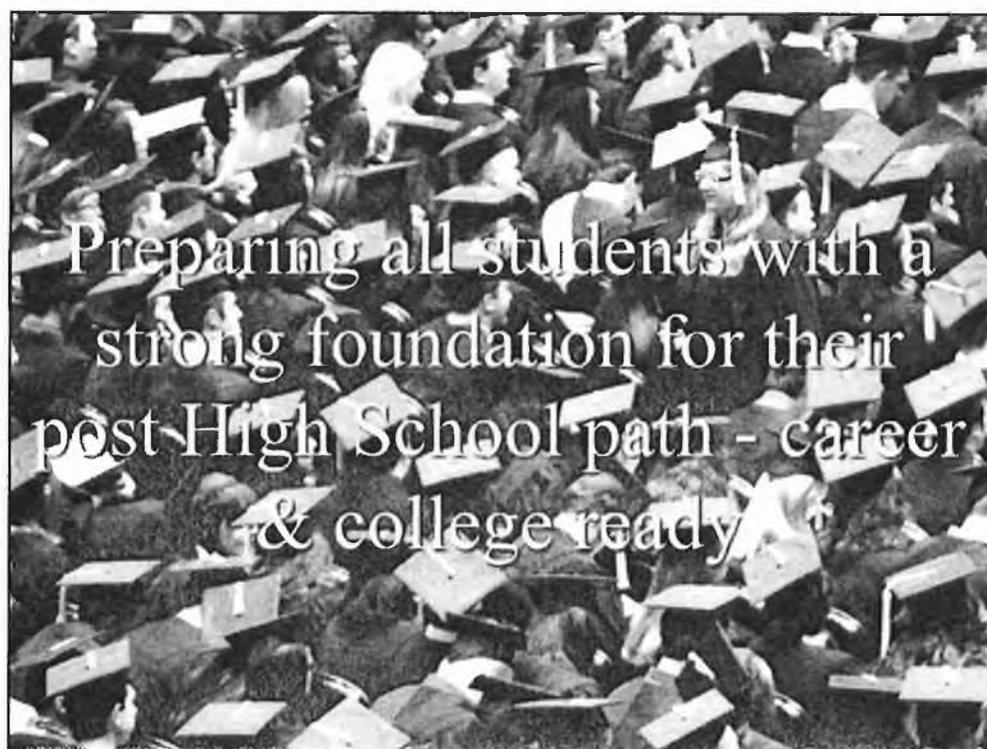
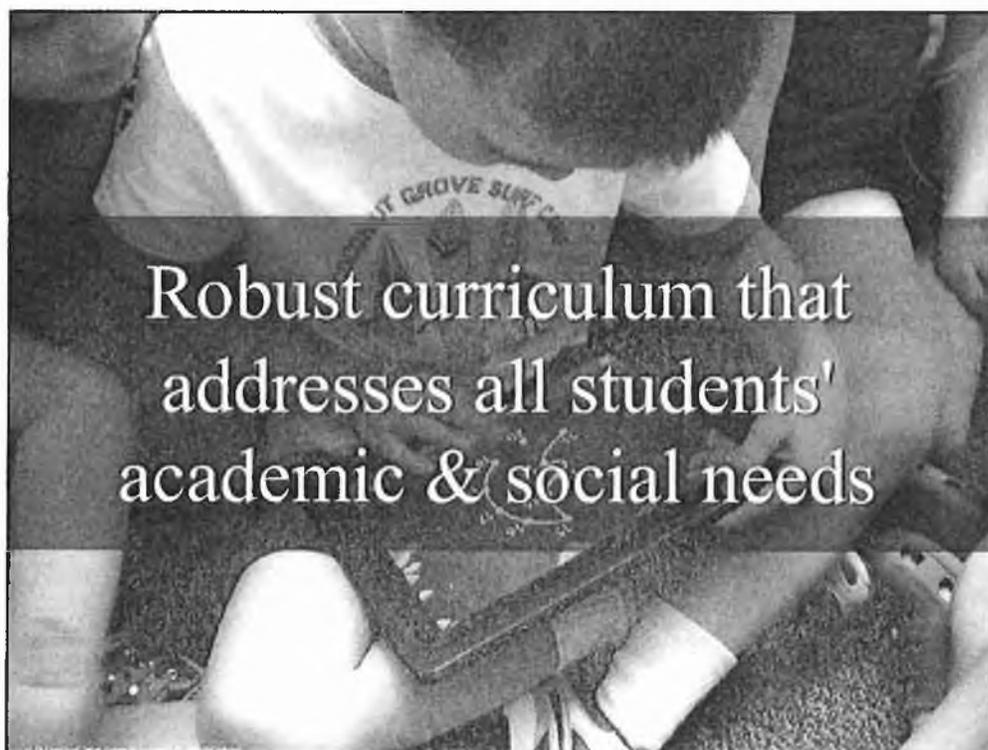
- Outreach to areas/partners that have success in recruiting diverse staff
- Community coalition to support diversity
- Reach out to current staff of diverse backgrounds for their voice/perspective of what could help recruit diverse employees
- Local pathway to diverse students to return as staff

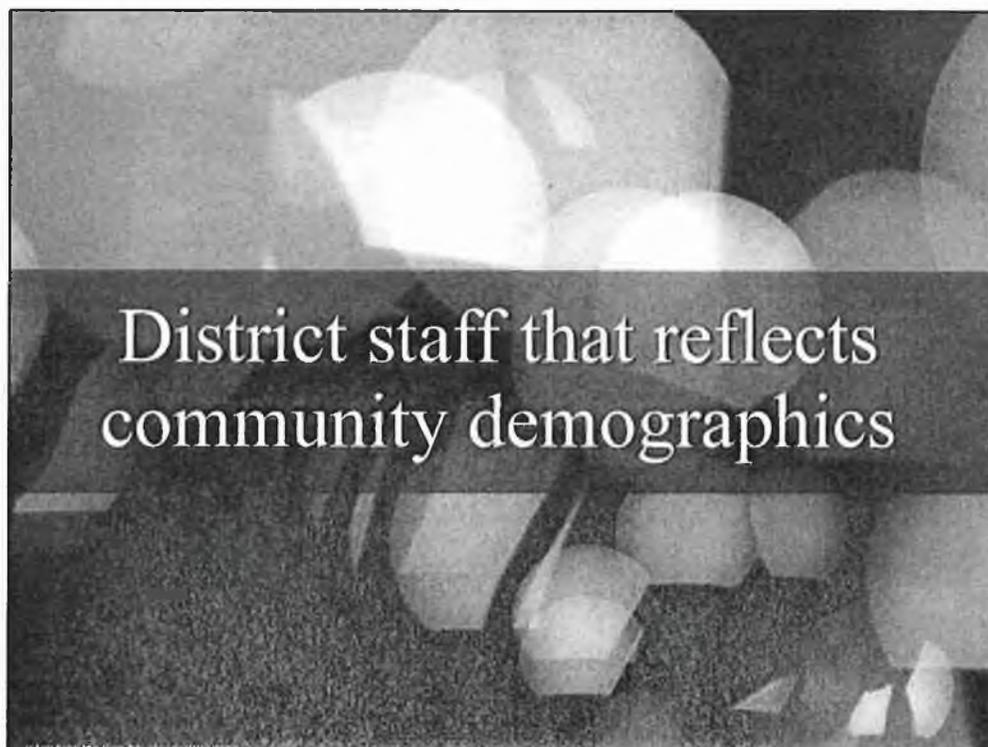
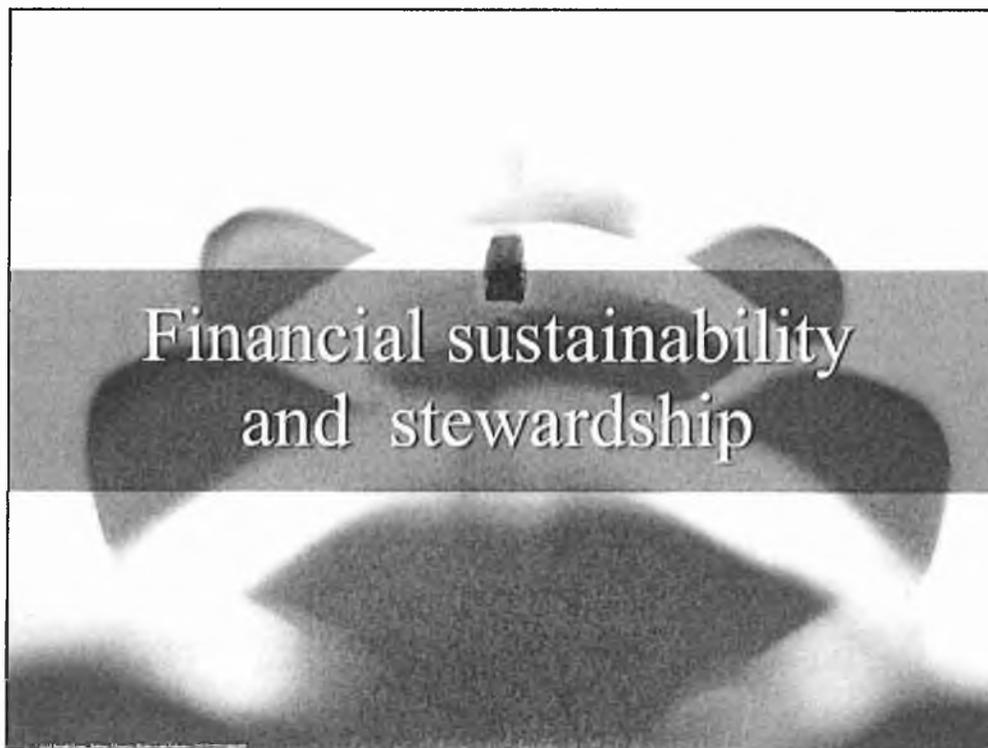
3) What should we see happening w/in 30-60 days? (*Benchmarks*)

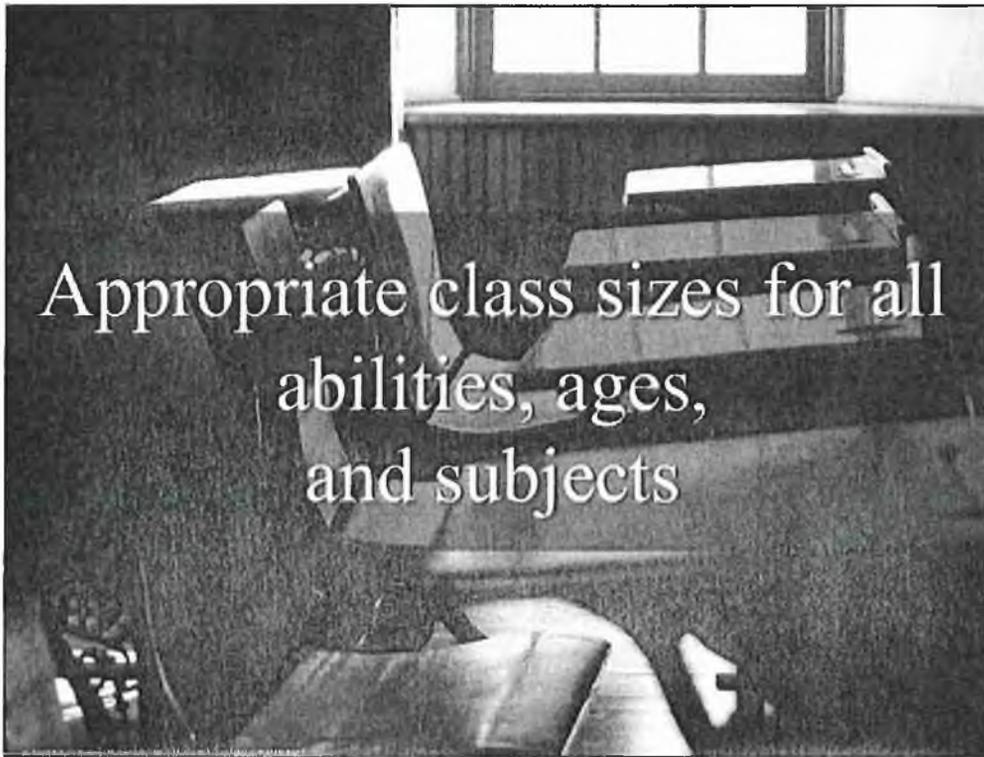
- Has the number of staff with diverse backgrounds grown?
- Have we formed partnerships with others to help with diversity?
- Have we reached out to current staff of diverse backgrounds to obtain knowledge on what we can implement/change to recruit people of diverse backgrounds?
- Fortified promise – career pathways for our own students and creating programs/options to “grow our own.”









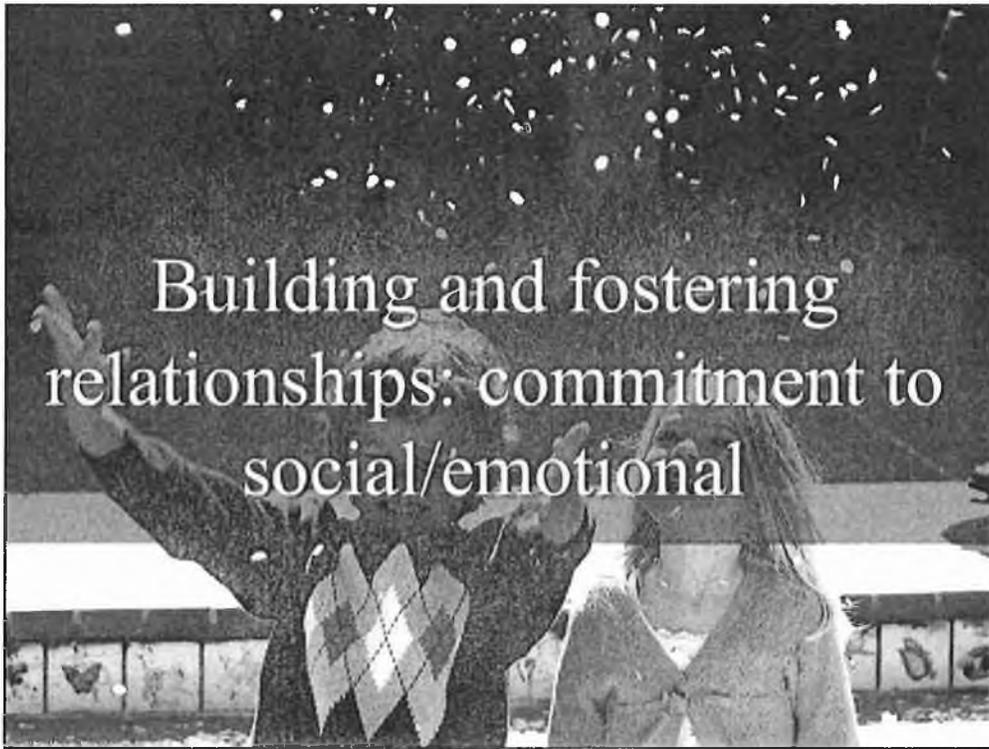


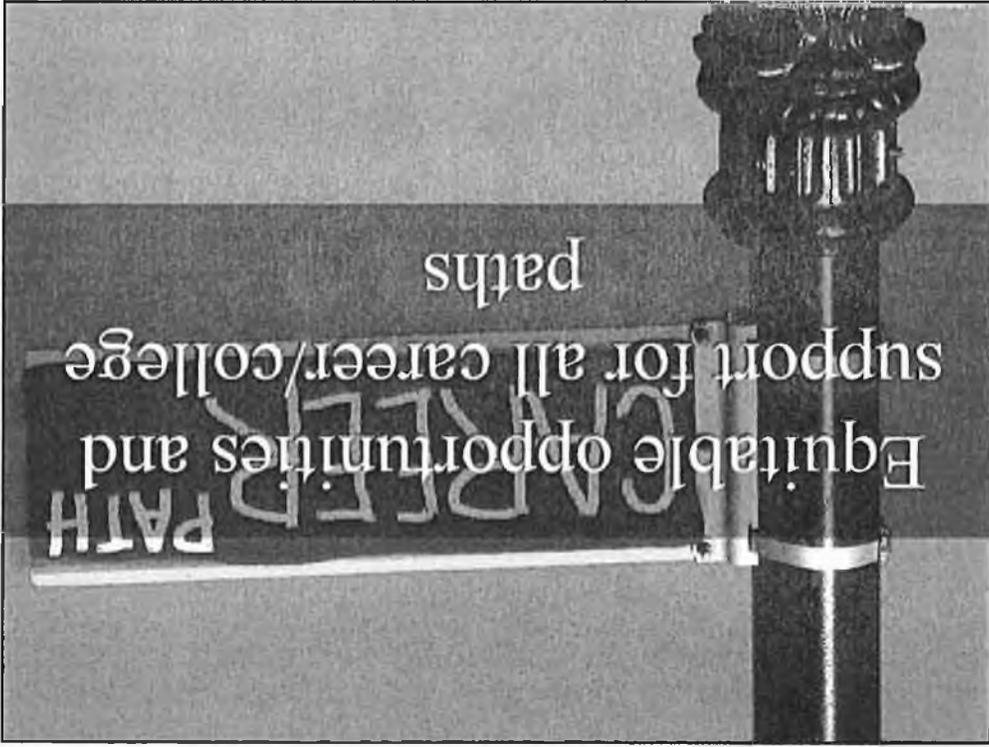
We will prepare every student for lifelong success within a world-class learning environment committed to community partnerships and sustainability.

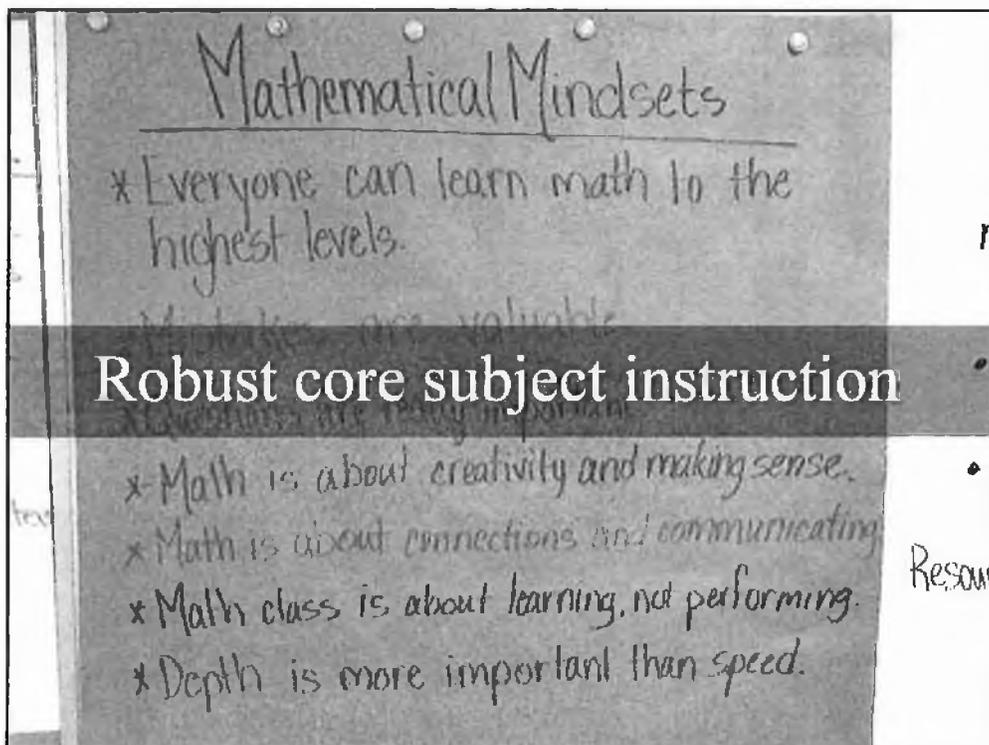


**NEAR-TERM
PRIORITIES**

WHAT'S NEXT?

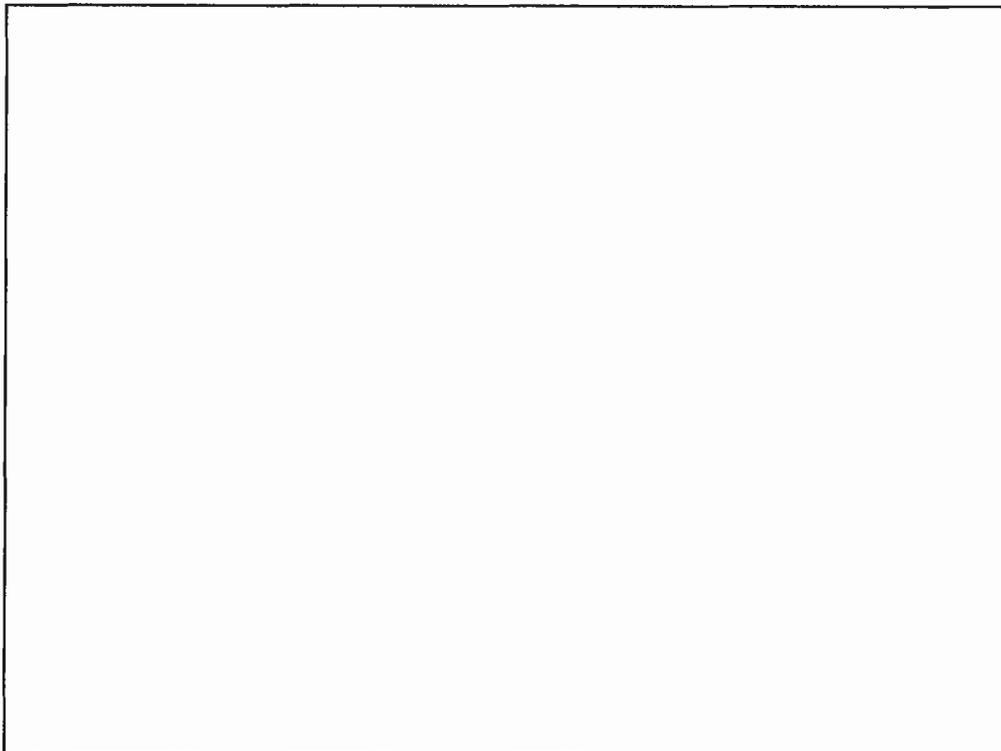






NEXT STEPS

- Consider adoption on 10.24.2016
- Widely share updated vision and near-term priorities
- Develop action teams for near-term priorities



Policy 210.1 CHARTER SCHOOL AUTHORIZER CONFLICT OF INTEREST

As an authorizer, Northfield Public Schools does not run charter schools; it functions to carry out monitoring and oversight, to assure compliance with the law, and support the establishment and success of innovative and successful public charter schools. Therefore, Northfield Public Schools shall not enter into the following types of contracts with schools it authorizes:

- financial management,
- administration,
- accounting or auditing services, or
- lease of space.

Before Northfield Public Schools would offer any other services to schools, such as training, the School Board will first obtain clarification to confirm that provision of such services is allowed to charter school authorizers.

Northfield Public School's responsibilities as an authorizer require that it provide comprehensive oversight of its chartered schools. Northfield Public Schools is a legally authorized agency to help ensure public accountability for the schools that Northfield Public Schools authorizes. Northfield Public Schools will operate in a monitoring relationship providing feedback on compliance, sharing observations, asking questions, facilitating sharing of effective practices and evaluating school performance based on the Northfield Public Schools-School contract and law to help ensure the success of the schools that Northfield Public Schools authorizes.

In addition, Northfield Public School's contract language will provide that, except as otherwise provided in the contract itself or by Applicable Law, the Authorizer has no authority, control, power, administrative or financial responsibility over the School.

The sole purpose of Northfield Public Schools, as an authorizer, is to authorize public charter schools in accordance with all Minnesota Statutes that govern the duties and responsibilities of charter school authorizers. Contracts with authorized schools will provide that the schools have the full extent of autonomy allowed to Minnesota charter schools under the law, and that except as otherwise provided by the authorizer contract or Applicable Law, the authorizer has no authority, control, power, administrative or financial responsibility over the School.

Policy 210.1 – Charter School Authorizer Conflict of Interest

School Board
INDEPENDENT SCHOOL DISTRICT 659
Northfield, Minnesota

10/3/2016

Northfield Public Schools Enrollment Report

Longfellow

Early Childhood

Dorey	6
Goldade	17
James	4
Kruse	9
O'Connor	4
Roth	8
Schnorr	10
Sorenson	6
Winter	10

**

TOTAL 74

Greenvale Park

K	Flicek	20	
K	Hagberg	20	
K	Malecha	20	
K	Ziemann	14	C
1	Landry	27	C
1	Nivala	16	
1	Youngblut	18	
1	Zach	21	
2	Amundson	23	C
2	Dueffert	21	
	Johnson-		
2	McLaughlin	21	
2	Larson	22	
3	Allison	21	
3	Alvarez	24	C
3	Conway	20	
3	Timerson	21	
4	Clarey	22	
4	Dimick	20	
4	Garcia	26	C
4	Hetzel	23	
5	Harding	21	C
5	Sickler	22	
5	Spitzack	24	
5	Tacheny	25	
	TOTAL	512	

Sibley

Grade	Teacher		
K	Born	19	
K	Downs	20	
K	Heil	20	
K	Wacholz	22	
1	Craft	22	
1	Sasse	29	C
1	Sieger	22	
1	Swenson	23	
2	Brezina	22	
	Christopherson-		
2	Bleckwehl	21	C
2	Seeberg	22	
2	Spitzack	23	
3	Guggisberg	28	
3	Jandro	27	
3	Johnson	20	C
3	Rud	27	
4	Day	26	
4	Fox	28	
4	Haar	26	
4	McManus	24	C
5	Baragary	25	
5	Foley	23	
5	Ostermann	19	C
5	Stulken	23	
	Sweeney	23	
	TOTAL	584	

Bridgewater

K	Cade	24	
K	Danielson	24	
K	Tran	22	
K	Wisdorf	22	
1	Charlton	20	
1	Ellerbush	20	
1	Hall	20	
1	Lanza	24	C
2	Lane	21	
2	Lofquist	22	
2	Rubin	25	C
2	Schwaab	22	
2	Seidl	19	
3	Larson	25	C
3	Sickler	21	
3	Temple	21	
3	Truman	20	
4	Holden	28	
4	Schuster	29	C
4	Shepherd	28	
4	Swenson	24	
5	DeVries	19	C
5	Duchene	25	
5	Kohl	25	C
5	Rauk	25	
	TOTAL	575	

Early Childhood**	74	
Kindergarten-2029	247	
Grade 1-2028	262	
Grade 2-2027	284	
Grade 3-2026	275	
Grade 4-2025	304	
Grade 5-2024	299	
Total K-5	1745	1745
Total Middle School	966.5	
Total High School	1289	
GRAND TOTAL	4000.5	
ALC 9-12**	49	F/T=44 P/T=1 I/S=4
GRAND TOTAL with ALC	4049.5	

Enrollments represent 100% enrolled except where indicated by **
Half day St. Dominic's students are represented by *

Middle School

Grade 6 -2023	298
Grade 7 (*inc. 3.5 - 1/2 day)-2022	327.5
Grade 8 (*inc. 7 - 1/2 day)-2021	341
TOTAL	966.5

*21 (10.5) St. Dominic's students attend 1/2 day

High School

Grade 9-2020	318
Grade 10-2019	359
Grade 11-2018	293
Grade 12-2017	319
TOTAL	1289