

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

January 13, 2020

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 7:07 p.m. Present: Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson and Pritchard.

II. Agenda Approval/Table File

On a motion by Goerwitz, seconded by Iverson, the Board approved the agenda.

III. Public Comment

There was no public comment.

IV. Announcements and Recognitions

- Congratulations to Seniors Audrey Pagel and Jose Gonzalez Ramirez. Audrey and Jose are the recipients of the Minnesota State High School League's Arts, Academics and Athletics Award.
- We are very saddened to inform you of the passing of Sarah Moyer, one of our Educational Assistants at Greenvale Park. She was a treasured member of our Gecko Family and will be dearly missed. She passed away this morning with her family by her side following a medical event this past weekend. Sarah is survived by her husband, Carey, and four children. One is a recent NHS graduate, two are students at NHS, and one is a student at Sibley. The Board and all present honored Sarah's memory with a moment of silence and board member poet laureate Dr. Rob Hardy recited a poem he wrote.

V. Items for Discussion and Reports

A. Prairie Creek Community School & Arcadia Charter School Annual Reports

Simon Tyler, Director of Prairie Creek Community School, and Laura Stelter, Director of Arcadia Charter School, reported on the programs being provided in their two charter schools. Mr. Tyler presented a review of Prairie Creek's seventeenth year of operation as a charter school and its focus on student achievement, innovation and financial management. Ms Stelter focused on Arcadia's mission and further exploration on what it means to be a progressive school, student achievement, and financial management. Arcadia is in its sixteenth year of operation. These reviews and written reports fulfill state requirements for annual reporting as well as our District's request that each charter school authorized by Northfield Public Schools present an annual report to the School Board.

A. Financial Forecast and 2020-2021 General Fund Budget

Director of Finance Val Mertesdorf presented the financial forecast and preliminary budget plan parameters and timeline for the 2020-2021 school year. The presentation included discussion of the known parameters, enrollment projections, and financial assumptions used for development of the three-year financial forecast.

B. Late Start Update

Dr. Hillmann facilitated a discussion reflecting on the December 16, 2019, work session about the potential of changing school start times. He also highlighted information from a conference call with the University of Minnesota's Dr. Kyla Wahlstrom, one of the nation's leading researchers on this topic. At this time the Board has indicated they will not consider changing the start times for the 2020-21 school year. Board members shared that the research compels us to continue exploring ways that we could align our school schedule with teenagers' changing circadian rhythm and will continue to explore further ways to alleviate concerns shared by staff, students, and parents. The Board asked administration to use the convening power of the school district to help educate the community on better sleep hygiene and provide opportunities for the community to learn the immense health benefits that appropriate and quality sleep offers.

C. Renaming Existing Greenvale Park Elementary

Dr. Hillmann described the process for the Board to officially rename the current Greenvale Park Elementary School in preparation for its transition to the District's early childhood and community services center. Dr. Hillmann will work with Director of Community Services Erin Bailey to solicit stakeholder feedback, and provide the board with a list of option the first board meeting in February 2020, with a goal of making a decision on renaming the existing Greenvale Park Elementary School at the February 24, 2020 board meeting.

VI. Consent Agenda

On a motion by Quinnell, seconded by Iverson, the Board approved the following Consent Agenda items:

A. Minutes

- Minutes of the Regular School Board meeting held on December 9, 2019
- Minutes of the Special School Board meeting held on December 16, 2019

B. Gift Agreements

- \$1,000.00 from Noel & Lois Stratmoen Scholarship Fund of Charles Schwab for a scholarship
- \$1,716.00 from Pat Lamb & Ele Hansen Charitable Fund of Northfield Shares for two scholarships
- \$5,000.00 from Marion Mourning for Early Childhood programming
- \$25,000.00 from Post Consumer Brands: \$10,000 for Community School dinners, \$7,500 for the ALC backpack program, and \$7,500 for the Child Nutrition Angel Fund

C. Personnel Items

a) Appointments

1. Craig DeAdder, Special Ed EA-PCA for 6.75 hours/day at ALC/Longfellow, beginning 1/6/2020-6/5/2020. Spec Ed Step 4-\$17.10/hr.
2. Piper Hennings, Winter and Spring Recreation for up to 10 hours/week with Community Services, beginning 12/14/2019-5/31/2020. \$10.61/hr.
3. Ruth Hoekstra, Instructional EA-Literacy Support for 4 hours/day at Sibley, beginning 1/13/2020-4/24/2020. Gen Ed Step 4-\$16.52/hr.
4. Kiandra Judge, Special Ed EA-PCA for 6.75 hours/day at Greenvale Park, beginning 1/6/2020-6/5/2020. Spec Ed Step 4-\$17.10/hr.
5. Cindy Keogh, Building Supervisor for up to 10 hours/wk with Community Services, beginning 5/31/2019-Ongoing. \$16.30/hr.
6. Maria Landherr, Winter and Spring Recreation for up to 4 hours/day Fridays/Saturdays with Community Services, beginning 1/10/2020-5/31/2020. \$10.36/hr.
7. DeAnna Skroch, Community School Evening Club Site Leader for up to 3 hours/day 2 days/week at Greenvale Park, beginning 1/6/2020-6/5/2020. \$21.55/hr.
8. Emma Teti, Winter and Spring Recreation with Community Services, beginning 1/11/2019-5/31/2020. \$11.89/hr.
9. Melissa Valentyn, Special Ed EA PCA for 15 hours/week and Gen Ed Supervision for 6 hours/week, Mon., Wed. and Fri. at Bridgewater, beginning 1/8/2020-6/5/2020; Spec Ed Step 3-\$16.63/hr. and Gen Ed Step 3-\$16.05/hr.
10. Katrina Warner, Special Ed EA PCA for 10 hours/week and Gen Ed Supervision for 4 hours/week, Tuesday's and Thursday's at Bridgewater, beginning 1/14/2020-6/5/2020; Spec Ed Step 3-\$16.63/hr. and Gen Ed Step 3-\$16.05/hr.
11. Community Services Winter 2020 Brochure Instructors – see attached.
12. Emma C Johnson, Winter and Spring Recreation for 2-5 hours/day with Community Services, beginning 1/10/2020-5/31/2020. \$10.25/hr.
13. Mark Welinski, Program Supervisor with Community Services, beginning 1/14/2020-5/31/2020; \$14.89/hr.

b) Increase/Decrease/Change in Assignment

1. Ritva Barsness, Child Nutrition Associate III for 7 hours/day at Greenvale Park, change to Child Nutrition Manager I for 8 hours/day at Greenvale Park, effective 12/9/2019-12/16/19. \$23.47/hr.
2. Elizabeth Brewer, Special Ed EA PCA Bus for 1.25 hours/day at the Middle School, change bus time to 1.42 hours/day, effective 12/2/2019-6/5/2020.

3. Shari Bridley, Special Ed EA-PCA for 33.5 hours/week at Longfellow, change to Special Ed EA-PCA for 32.5 hours/week at Longfellow, effective 12/20/19.
4. Katie Dahmeh, Special Ed EA-PCA for 14.5 hours/week Tues., Wed., Thurs., and Fri. at Longfellow, change to Special Ed EA-PCA for 14.5 hours/week Mon., Tues., Wed., and Thurs. at Longfellow, effective 1/6/2020-6/10/2020.
5. Carrie Duba, .8 FTE MTSS and .2 FTE School Psychologist at the High School, add an overload School Psychologist at the High School, effective 11/26/2019-1/24/2020.
6. John Eckhart, Auditorium Tech with Community Services, change to Substitute Auditorium Technician with Community Services, effective 1/2/2020.
7. John Eckhart, Auditorium Tech with Community Services, change to 1.0 FTE Custodian at the High School, effective 1/9/2020. Step 1-Custodian.
8. Ellen Haefner, .75 FTE Parent Educator for 30 hours/week at the NCRC, change to .68 FTE Parent Educator for 27 hours/week at the NCRC, effective 12/13/2019.
9. Jackie Harding, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.25 hours/day Mon.-Thurs. at Greenvale Park, effective 1/6/2020-5/7/2020; Yr. 2-\$27.11/hr.
10. Michael Humann, Night Lead Engineer at the Middle School, change to Head Custodian-Temporary at the Middle School, effective 12/5/2019-approximately 1/30/2020.
11. Mark Johnson, Teacher at the Middle School, add Building Supervisor with Community Services, effective 12/23/2019. \$16.30/hr.
12. Jenny Jones, Teacher at the Middle School, add Event Worker-Speech Judge with the High School, effective 12/20/2019.
13. Kiandra Judge, Special Ed EA-PCA for 6.75 hours/day at Greenvale Park, add Gen Ed Supervision for .50 hours/day at Greenvale Park, effective 1/6/2020-6/5/2020. Gen Ed Step 4-\$16.52/hr.
14. Leanne King, Special Ed EA-PCA at Sibley, add Special Ed EA-PCA Bus Duty for .95 hours/day with the District, effective 12/9/2019-6/5/2020.
15. Carolyn Manderfeld, Special Ed EA-PCA Bus Duty for 1.75 hours/day with the District, change to Special Ed EA-PCA Bus Duty for 1.0 hour/day with the District effective 12/10/2019-6/5/2020.
16. Lesly Martinez Reyes, Special Ed EA-PCA at Bridgewater, add Special Ed EA-PCA Bus Duty for .92 hours/day with the District effective 1/6/2020-6/5/2020.
17. Beth Momberg, Special Ed EA-PCA at Longfellow and Special Ed EA-PCA Bus Duty for .75 hours/day with the District, change to Special Ed EA-PCA at Longfellow, effective 1/6/2020.
18. Karen Murphy, Custodian Tuesday-Saturday at the High School, change to Custodian Monday-Friday at the High School, effective 12/16/2019.
19. Jonathan Pownell, General Recreation Position with Community Services, add Program Supervisor with Community Services, effective 12/7/2019-5/31/2020. \$10.75/hr.
20. Sandra Soto-Perez, Child Nutrition Associate I for 3.75 hours/day at Greenvale Park, change to Child Nutrition Associate III for 7 hours/day at Greenvale Park, effective 12/9/2019-12/16/2019. \$22.27/hr.
21. Erik Swenson, Teacher at Bridgewater, add Event Worker-Speech Judge at the High School, effective 12/16/2019.
22. Bridgette Tisdale, Teacher at Greenvale Park, add Event Worker-Speech Judge at the High School, effective 12/17/2019.
23. Deborah Wagner, Instructional EA at Bridgewater, add Safety Patrol Supervision for 1 hour/day at Bridgewater, effective 12/6/2019-6/5/2020.
24. Lisa Williams, Special Ed EA-PCA at Longfellow and Special Ed EA-PCA Bus Duty for .92 hours/day with the District, change to Special Ed EA-PCA at Longfellow, effective 11/19/2019.
25. Kristin Basinger, Special Ed EA PCA with the Middle School, add Special Ed EA PCA Extra Curricular Supervision with the District, effective 1/13/2020-6/5/2020.
26. Lesly Martinez Reyes, Special Ed EA PCA Bus for .92 hours/day with the District, change to Special Ed EA PCA Bus for .33 hours/day with the District, effective 1/6/2020-6/5/2020.
27. Beth Momberg, Special Ed EA PCA at Longfellow, add Special Ed EA PCA Bus for 1.50 hours/day with the District, effective 1/14/2020-6/5/2020.
28. Belen Ocampo, Early Ventures Assistant Teacher at Longfellow, change to Early Ventures Teacher at Longfellow, effective 1/8/2020; \$16.09/hr.
29. Janelle Perez, Substitute Targeted Services PLUS Site Assistant, change to Targeted Services PLUS Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, effective 1/16/2020-6/5/2020; \$10.00/hr.

30. Abby Quinnel, Head JV Dance Coach at the High School, change to Dance Assistant Coach-Hourly at the High School, effective 1/10/2020. \$14.00/hr.

c) Leave of Absence

1. Jennifer Allison, Teacher at Bridgewater, Family/Medical Leave of Absence for Childcare, effective 3/9/2020-5/22/2020.
2. Zane Anway, EA at the Middle School, Family/Medical Leave of Absence, effective 11/26/2019 for up to 60 work days.
3. Kristen Cade, Teacher at Bridgewater, Family/Medical Leave of Absence, effective 1/28/2020-2/11/2020.
4. Roanne Johnson, Teacher at Bridgewater, Family/Medical Leave of Absence, effective 1/6/2020-2/14/2020.
5. Nancy Kluver, Office Specialist at Longfellow, Family/Medical Leave of Absence, effective 12/16/2019-1/10/2020.
6. Babs Vigesaa, Custodian at the High School, Family/Medical Leave of Absence, effective 1/6/2020-1/21/2020.
7. Kristen Craft, Teacher at Sibley, Family/Medical Leave of Absence, effective 2/19/2020-4/1/2020.

d) Retirements/Resignations/Terminations

1. Margaret Colangelo, EA at the High School, resignation effective 12/16/2019.
2. Mary Grace Hanson, Director of Teaching and Learning, retirement effective 6/30/2020.
3. Abby Hedquist, EA at the High School, resignation effective 12/11/2019.
4. Marnie Thompson, Assistant Principal at the High School, retirement effective 6/30/2020.
5. Mark Woitalla, Industrial Tech Teacher at the High School, retirement effective 1/24/2020-approval pending obtaining a suitable replacement.

D. Grant Application Approval

Marnie Thompson, Northfield High School Assistant Principal, requested School Board approval of a \$25,000 grant request from Rice County Family Services Collaborative. This grant will enable the School Connectedness and Truancy Prevention project to continue to use best practice strategies, as identified by Attendance Works, to increase students' connections to their school and increase consistent attendance across all student groups by reducing barriers and providing comprehensive services.

VII. Superintendent's Report

A. Items for Individual Action.

1. Approval of Policies. On a motion by Stratmoen, seconded by Baraniak, the Board approved policies 510, 532, 534, 535, 603 and 611 initially presented at the December 9, 2019, Board meeting and recommended by the Policy Committee. These changes will be effective immediately.
2. Resolution of School Board Supporting FORM B Application to Minnesota State High School League Foundation. On a motion by Goerwitz, seconded by Iverson, the Board approved the Resolution of School Board Supporting FORM B Application to Minnesota State High School League Foundation for a grant to assist in the funding of the leadership program Raider Athletic Leaders Inspiring Enthusiasm. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard. No one voted 'no'.

VIII. Items for Information

- A. Construction Update #19. Dr. Hillmann updated the Board on the District's construction projects.
- B. Enrollment Report. Dr. Hillmann reviewed the January 2020 enrollment report.
- C. MSBA Board Member Recognition Luncheon, January 16, 2020. Board Clerk Noel Stratmoen will be honored for his 40 years of service on the Northfield School District Board of Education at the Minnesota School Boards Association Conference on Thursday, January 16, 2020, 11:30 a.m. - 12:30 p.m.

IX. Future Meetings

- A. Monday, January 27, 2020, 7:00 p.m., Regular Board Meeting, NHS Media Center
- B. Monday, February 10, 2020, 7:00 p.m., Regular Board Meeting, NHS Media Center

C. Monday, February 24, 2020, 7:00 p.m., Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 9:33 p.m.

Noel Stratmoen
School Board Clerk