

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

January 27, 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 7:00 p.m. Present: Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson and Pritchard.
- II. Agenda Approval/Table File
On a motion by Quinnell, seconded by Iverson, the Board approved the agenda.
- III. Public Comment
There was no public comment.
- IV. Announcements and Recognitions
 - School Board Chair Pritchard congratulated Board Clerk Noel Stratmoen who was honored for his 40 years of service on the Northfield School District Board of Education at the Minnesota School Boards Association Conference on January 16, 2020.
- V. Items for Discussion and Reports
 - A. Sibley Elementary School Update
Principal Scott Sannes provided an update on activities, accomplishments and challenges occurring at Sibley Elementary School. Enrichment groups, parent communication, and the second year of the Collaborative Classroom reading curriculum are going well. Sibley staff and students are excited about their new spaces and the building renovation happening at Sibley. Mr. Sannes reported there is an ongoing concern with children's mental health issues, and the number of school volunteers has been dropping the last several years.
 - B. Greenvale Park Elementary School Update
Principal Sam Richardson provided an update on activities, accomplishments and challenges occurring at Greenvale Park Elementary School. Responsibility Centered Discipline, positive communications home to families, and the second year of the Collaborative Classroom reading curriculum are going well. The creation of the new Greenvale Park Elementary School has provided an exciting process for students and staff to follow. A beam signing allowed all staff and students to have their names a permanent part of the new school. Providing support to students with more complex social and emotional needs, and writing services for English Language students continue to be evaluated for effectiveness.
 - C. Proposed 2020-2021 Operating Capital and Long-Term Facilities Maintenance Budget
Val Mertesdorf, Director of Finance, presented the 2020-2021 Operating Capital Budget and Long-Term Facilities Maintenance Plan. The Board will be asked to adopt the budget at the February 24, 2020 Board meeting.
 - D. Summary of Superintendent's Mid-Year Evaluation
School Board Chair Julie Pritchard shared her summary of the Superintendent's mid-year performance evaluation. Board members gave Dr. Hillmann a very strong performance rating, 4.71 on a 5-point scale, across 52 key job responsibilities.
 - E. Transfer of District Property to the City of Northfield for Highway 246 Street Project
Superintendent Hillmann reviewed discussions with the City of Northfield to transfer a small portion of district property at the corners of Minnesota Highway 246 and Jefferson Parkway for the roundabout. The Board reviewed draft warranty deeds and a City Council resolution affirming the installation of a crosswalk

and pedestrian-activated beacon on Highway 246 near Northfield High School at City expense in exchange for the property. The estimated cost of this crosswalk is \$50,000.00.

F. Teaching and Learning Department Restructure

Superintendent Hillmann reviewed a plan to restructure the Teaching and Learning department. The restructure will provide instructional coaching services at a district level as opposed to solely at the elementary level. The restructuring will merge the Director of Teaching and Learning with the Director of Assessment Services positions and reduce the number of academic coaches from six to three. There will be an increase in the contracted time for one administrative assistant. The plan will result in an annual estimated savings of \$461,565.

VI. Committee Reports

There were no committee reports.

VII. Consent Agenda

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

A. Minutes

- Minutes of the Special Closed School Board meeting held on January 13, 2020
- Minutes of the Organizational School Board meeting held on January 13, 2020
- Minutes of the Regular School Board meeting held on January 13, 2020

B. Gift Agreements

- \$6,674.00 from the Sibley PTO for Read-A-Thon funding for books, flexible seating, classroom libraries, and a new swing.

C. Co-Curricular Overnight Trip for 2019-2020

Director of Student Activities Joel Olson requested School Board approval for a co-curricular overnight trip for the 2019-2020 school year.

D. Personnel Items

a) Appointments

- 1) Elizabeth Brust, Winter and Spring Recreation Position with Community Services, beginning 2/18/2020-5/31/2020; \$10.00/hr.
- 2) Jordan Harrell, Winter and Spring Recreation Position with Community Services, beginning 2/8/2020-5/31/2020; \$12.64/hr.
- 3) Coral Ramos, Community School Site Assistant for up to 3 hours/day for up to 3 days/week at Greenvale Park, beginning 1/21/2020-6/5/2020; Step 2-\$13.56/hr.
- 4) Caroline Ash, Winter and Spring Recreation Position for 1-2 hours/day on Thursday's with Community Services, beginning 1/28/2020-5/31/2020; \$10.00/hr.
- 5) Jeff Eckhoff, Interim Assistant Principal for 29 contracted days at the High School, beginning 1/28/2020-03/20/2020; \$594.61/per day.
- 6) Mishia Edwards, Event Worker at the High School, beginning 1/27/2020.
- 7) Emma Hodapp, Winter and Spring Recreation Position for 3 hours/day on Saturday's with Community Services, beginning 2/8/2020-5/31/2020. \$10.00/hr.
- 8) John McNamara, .8 FTE Industrial Technology Teacher at the High School, beginning 1/27/2020-6/5/2020; BA+60, Step 15
- 9) Margaret Weaver, Special Ed EA PCA for 6.75 hours/day at the Middle School, beginning 1/31/2020-6/5/2020; Spec Ed Step 1-\$15.93/hr.
- 10) Adrienne Whitson, Winter and Spring Recreation Position for 2.5 hours/day on Saturday's with Community Services, beginning 2/8/2020-5/31/2020; \$10.00/hr.

b) Increase/Decrease/Change in Assignment

1. Correction: 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; Step 1-\$13.21/hr.

2. Jonna Hanek, Custodian Engineer w/license at the High School, change to Head Custodian Substitute at the High School, effective 1/16/2020-TBD; Step 5-Head Custodian
 3. Piper Hennings, Winter and Spring Recreation for up to 10 hours/week with Community Services at \$10.61/hr., change pay rate to \$10.75/hr. effective 1/01/2020-5/31/2020.
 4. Maria Landherr, Winter and Spring Recreation for up to 4 hours/day Fridays/Saturdays with Community Services at \$10.36/hr., Change pay rate to \$10.50/hr. effective 1/10/2020-5/31/2020.
 5. Cheryl Mathison, Teacher at the ALC, add Independent Study Teacher for 2 hours/day 2 days/week at the ALC, effective 2/3/2020-5/7/2020.
 6. Naomi Munggai, Substitute with the District, change to Long Term Office Clerical Substitute for 6 hours/day at Longfellow, effective 1/21/2020-TBD;
 7. Alberta Weir Aldahl, Substitute Teacher with the District, change to 1.0 FTE Long Term Substitute Teacher at Bridgewater, effective 1/28/2020-2/11/2020; MA60, Step 6.
 8. Abbie Geiger, EA at Sibley, add Event Worker at the High School, effective 1/22/2020.
 9. Jasmin Kotek, Assistant Dance Team Coach, change to Head Dance Team Coach at the High School, effective 1/17/2020. Level C-20%.
 10. Mel Miller, Event Worker for the High School, add Head Girls' Golf Coach at the High School, effective 1/23/2020; Level D, Step 1.
- c) Leave of Absence
1. Nancy Kluver, Office Specialist at Longfellow, Family/Medical Leave of Absence, extended through approximately 2/25/2020.
 2. Ron Oeltjenbruns, Custodian at the Middle School, Family/Medical Leave of Absence extended through 2/26/2020.
 3. Babs Vigessaa, Custodian at the High School, Family/Medical Leave of Absence extended to 1/24/2020.
- d) Retirements/Resignations/Terminations
1. Allison Grabow, Head Dance Coach at the High School, resignation effective 1/16/2020.
 2. Morgan McCarty, EA at the Middle School, resignation effective 1/29/2020.
 3. Carrie Rice, Student Council Advisor at Greenvale Park, resignation effective 6/8/2020.
 4. Mark Woitalla, Industrial Tech Teacher and Assistant Football Coach at the High School, retirement effective 1/24/2020.
 5. Chris Holmquist, Art Teacher at the High School, retirement effective at the end of the 2019-2020 school year.
 6. Anne Jarvis, Teacher at the Middle School, retirement effective at the end of the 2019-2020 school year.
 7. Carolyn Manderfeld, EA at the Middle School, resignation effective 2/6/2020.
- e) Administration is Recommending the Approval of the Following
 Early Childhood Screeners Rate of Pay.
 Changing Early Childhood Screeners rate of pay from \$20.00/hr. to \$22.00/hr. effective 1/31/2020.

VIII. Superintendent's Report

A. Items for Individual Action.

1. Thank A Coach/Adviser Week Proclamation

On a motion by Quinnell, seconded by Baraniak, the Board approved Thank A Coach/Adviser Week Proclamation as follows:

WHEREAS, the current membership of high school coaches and advisors registered is over 10,000 adults dedicating hundreds of hours in service to the youth of Minnesota; and
 WHEREAS, the Minnesota State High School League was formed in 1916 and the Minnesota Interscholastic Activities Administrators Association is celebrating 50 years of service to mentoring coaches and advisers, the Minnesota State High School Coaches Association was formed in 1936; and

WHEREAS, this joint effort has been formed to recognize, support, and recruit coaches across Minnesota; and

WHEREAS, studies show educational-based activities and programs can enhance student success across multiple areas, including higher grade point averages, better attendance at school, and character development; and

WHEREAS: The impact of coaches and advisers is an asset to their professions, students, school districts, and local communities.

NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim January 27 - February 2, 2020, as Thank A Coach/Adviser Week.

2. Paraprofessional Recognition Week Proclamation

On a motion by Goerwitz, seconded by Iverson, the Board approved the Paraprofessional Recognition Week Proclamation as follows:

WHEREAS, Minnesota is home to more than 20,000 paraprofessionals who provide services in multiple settings within schools, including support for instruction, student activities, and for individual students, as well as numerous other tasks that contribute to educational success; and WHEREAS, the support of services provided by paraprofessionals are integral to student achievement, resulting in even better, more effective Minnesota schools; and WHEREAS, the State of Minnesota and the Minnesota Department of Education are committed to excellence in education and recognize the important role that paraprofessionals play in ensuring educational success; and WHEREAS, the Minnesota Department of Education will celebrate the contributions of paraprofessionals during Paraprofessional Recognition Week, which runs from January 27 through January 31, 2020.

NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim January 27 - January 31, 2020, as Paraprofessional Recognition Week.

IX. Items for Information

- A. School Board Committee Appointments. The list of School Board Committee appointments for 2020 was distributed to the Board.
- B. Construction Update. Dr. Hillmann provided an update on construction projects throughout the district.

X. Future Meetings

- A. Monday, February 10, 2020, 7:00 p.m., Regular School Board Meeting, NHS Media Center
- B. Monday, February 24, 2020, 7:00 p.m., Regular School Board Meeting, NHS Media Center
- C. Thursday, February 27, 2020, 5:00 p.m., Special School Board Meeting, NHS Media Center
- D. Monday, March 9, 2020, 7:00 p.m., Regular School Board Meeting, NHS Media Center
- E. Monday, March 30, 2020, 5:00 p.m., Special School Board Meeting, NHS Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Baraniak, the Board adjourned at 9:24 p.m.

Noel Stratmoen
School Board Clerk