

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, February 11, 2019, 7:00 PM
Northfield High School, Media Center

Closed session for Potential Land Purchase precedes this meeting.

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 ensure 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. Announcements and Recognitions
- V. Items for Discussion and Reports
 - A. Area Learning Center ESSA Comprehensive Support & Improvement Plan
 - B. Proposed 2019-2020 Operating Capital and Long-Term Facilities Maintenance Budget
 - C. IEA Continuous Radon Monitoring Report
 - D. Co-Curricular Additions
- VI. Consent Agenda
 - A. Approval of Minutes
 - B. Co-Curricular Overnight Trip for 2018-2019
 - C. Personnel Items
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Request to Hire Additional Non-Licensed Special Education Staff at Greenvale Park
 2. Proposed 2020-2021 School Calendar
 3. Resolution Requiring Administration to Make Recommendations Regarding Programming and Staffing for Next Year
- VIII. Items for Information
 - A. Enrollment Report
 - B. Anti-Vaping Campaign Update
 - C. Construction Update
- IX. Future Meetings
 - A. Monday, February 25, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
 - B. Monday, March 11, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
 - C. Monday, April 8, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- X. Adjournment

**NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM**

Monday, February 11, 2019, 7:00 PM
Northfield High School Media Center

Closed session for Potential Land Purchase precedes this meeting.

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed.D., Superintendent
RE: Explanation of Agenda Items for the February 11, 2019, Regular School Board Meeting

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 ensure 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. Announcements and Recognitions

V. Items for Discussion and Reports

- A. Area Learning Center ESSA Comprehensive Support & Improvement. Director of Assessment Services Hope Langston and Daryl Kehler, ALC Director, will review the comprehensive support process and plan for the ALC as part of their 2018 ESSA identification for low graduation rate. On behalf of the Board, Dr. Hillmann will approve the ALC school improvement plan submitted to MDE School Support.
- B. Proposed 2019-2020 Operating Capital and Long-Term Facilities Maintenance Budget. Val Mertesdorf, Director of Finance, will present the 2019-2020 Operating Capital Budget and Long Term Facilities Maintenance Plan. Jim Kulseth, Director of Buildings & Grounds, will be available for questions. The Board will be asked to adopt the budget at the March 11, 2019 Board meeting.
- C. IEA Continuous Radon Monitoring Report. Jim Kulseth will report to the Board the results from the previous radon test which indicated elevated levels of radon in five areas. Repairs or adjustments to HVAC units resulted in these areas now being below limits. The Continuous Radon Monitoring Results Report is included in the packet.
- D. Co-Curricular Additions. Community Services Director Erin Bailey will review additional coaching and advising positions recommended by the Co-Curricular Committee. A copy of the recommendations are included in the packet.

VI. Consent Agenda

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

A. Minutes

Minutes of the Regular School Board meeting held on January 28, 2019.

B. Co-Curricular Overnight Trip for 2018-2019

Joel Olson is requesting approval for a co-curricular overnight trip for the 2019-2020 school year. This request is included in the packet.

C. Personnel Items

a) Appointments

1. James Clinton, Office Generalist for 6.5 hours/day at the High School, beginning 02/6/2019; Class II, Step 3-\$18.54/hr.
2. Daniel Hollerung, Building Supervisor with Community Services, beginning 02/08/2019; \$15.90/hr.
3. Lesly Martinez Reyes, Supervisory Lunchroom EA for 2 hours/day at Sibley, beginning 2/5/2019-6/7/2019; Gen Ed Step 1-\$15.03/hr.
4. Theologia Pitsavas, Event Worker Speech Judge as needed at the High School, beginning 01/29/2019. Event Worker rate.
5. Ross Thompson, Building Supervisor with Community Services, beginning 02/08/2019; \$15.90/hr.

b) Increase/Decrease/Change in Assignment

1. Mary Boyum, Special Ed EA-PCA at Sibley, add Bus EA for approximately 6:25-8:15 a.m. for the District, effective 01/22/2019-06/7/2019.
2. Sebastian Burset, EA at the High School and the ALC, add Head Girls' Soccer Coach at the High School, effective 01/25/2019; Level B, Step 1 (\$5,076)
3. Abbie Geiger, Special Ed EA-PCA at Sibley, add Softball Coach-Hourly at the High School, effective 01/29/2019; \$14.00/hr.
4. Paige Haley, Teacher at Bridgewater, add Youth Floor Hockey Supervisor for 45 minutes on Saturday's, effective 02/2/2019-5/31/2019. \$10.50/hr.
5. Arlette Nelson, Substitute, change to Lunchroom Supervisory EA for 2 hours/day at Bridgewater, effective 02/04/2019-06/07/2019; Gen Ed Step 4-\$16.19/hr.
6. Sam Richardson, Principal at Greenvale Park, add Building Supervisor with Community Services, effective 02/03/2019; \$15.90/hr.
7. Jack Sherrick, Targeted Services BLAST Site Assistant at the Middle School, add Community School Evening Site Assistant for 3 hours/wk at Greenvale Park, effective 01/29/2019-06/07/2019;
8. Lisa Weis, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 1.5 hours/day Mon.-Thurs. at the Middle School, effective 09/06/2018-05/02/2019; Yr. 1-\$27.11/hr.

c) Leave of Absence

1. Kimberly Harris, Early Ventures Assistant Teacher at Longfellow, Leave of Absence effective on or about 05/9/2019-8/16/2019.

d) Retirements/Resignations/Terminations

1. Nick Mertesdorf, Assistant Golf Coach at the High School, resignation effective 01/24/2019.
2. Jamie Pickerign, Administration Support Assistant at Bridgewater, resignation effective 02/25/2019.

e) Employment Agreements

Administration recommends the approval of the following employment agreement covering the period of July 1, 2018 through June 30, 2019:

1. Tier 1 Teachers

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

VII. Superintendent's Report

A. Items for Individual Action

1. Request to Hire Additional Non-Licensed Special Education Staff at Greenvale Park.

Director of Special Services Cheryl Hall has revised the proposal she presented at the January 28, 2019 Board meeting. The proposal for a 0.5 FTE Licensed Special Education resource room teacher has been removed. This position will now be filled by reassignment of 0.5 Special Education FTE from Northfield Middle School to Greenvale Park Elementary. The Board is asked to approve one 6.75 hours/day special education assistant/ PCA at Greenvale Park Elementary. This position is required to provide special education instruction and services to support individual student needs as determined by the Individual Education Program Plans (IEP) until the end of the school year. The total projected cost of salary and benefits for the 6.75 hr/day EA is \$9,227 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$4,152.

Superintendent's Recommendation: Motion to approve the request to hire additional non-licensed special education staff at Greenvale Park as presented.

2. Proposed 2020-2021 School Calendar. Superintendent Hillmann presented the proposed 2020-2021 school year calendar at the January 28, 2019 Board meeting.

Superintendent's Recommendation: Motion to approve the proposed 2020-2021 school year calendar as presented.

3. Resolution Requiring Administration to Make Recommendations Regarding Programming and Staffing for Next Year. A copy of the Resolution is enclosed. The Board passes this Resolution at this time each year to allow the process to begin regarding making changes in the budget. This resolution must be in place in the event that staff positions are discontinued.

Superintendent's Recommendation: Motion to authorize the administration to make recommendations for additions and reductions in programs and for adding or discontinuing positions.

VIII. Items for Information

- A. Enrollment Report. The Enrollment Report for February 2019 is included in the packet.
- B. Anti-Vaping Campaign Update. Director of Community Services Erin Bailey will provide an update on the District's anti-vaping campaign.
- C. Construction Update. Erin Bailey will provide an update on the District's construction projects.

IX. Future Meetings

- A. Monday, February 25, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, March 11, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, April 8, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

**ALC Comprehensive Support Process Year 1
Narrative Presentation to the School Board
February 11, 2019**

Slide Number	Notes
1	Title Slide
2	<p>Why we are here - Starting in school year 2018-2019, any public high school with a four-year graduation rate below 67 percent overall or for any individual student group will be identified under ESSA for comprehensive support and improvement. Since our average was 59.2% (due to an outlier 2017 grad rate) we are identified on this list. We feel it is important to note that our average 5 year, 6 year, and 7 year rate are all above this 67% mark.</p>
3	Improvement process title slide
4	<p>Our partners - As part of the identification process, the school are offered the assistance of the Regional Centers for Excellence (RCE). Miranda Schornack and Jennifer Klein are the advocates that we have been working with. We have also been in contact with Michael Diedrich and Sharon Peck from MDE who provided assistance on coding attendance for independent study students. We are fortunate to have Miranda here with us this evening.</p>
5	<p>District and school leadership team - We have created a team to work on our school improvement plan. Hope Langston, Matt Hillmann, Cheryl Mathison, Marnie Thompson, Carrie Duba, and Daryl Kehler have all collaborated in this process.</p>
6	<p>Fall 2018 - Hope and Daryl have met weekly to discuss the comprehensive needs assessment, school improvement plan, and other strategies related to this process.</p>

7	<p>Root causes - As we dissected the data we realized some trends. One was that students were enrolling in the ALC with large amounts of credits to obtain, in many cases too many credits to finish in 4 years. We also analyzed the qualifiers of the ALC students and what population we typically see. The largest qualifier is students being behind in credits. The other trend we observed was a large percentage of students not meeting “consistent attendance” marks of 90%. Although our attendance rate continues to increase, we have not met this attendance rate and therefore students earning credits has been a struggle.</p>
8	<p>What we’ve learned - Because of the trends that we have seen for this analysis and prior to being identified, we have put some strategies in place. We have increased the amount of independent programming offered through the ALC to keep students from getting too far behind in credits or to recover credits. We have also implemented SEL and PBIS strategies to create a welcoming, safe, and respectful atmosphere to increase students’ desire to want to be in school.</p>
9	<p>School improvement plan goals and strategies - Our two goals of getting students opportunities to catch up on credits and increasing “consistent attendance” rates.</p>
10	<p>Looking ahead - According to comprehensive support guidelines these are the next steps to work on.</p>
11-14	<p>Links to support data linked in previous slides.</p>



Northfield Schools Area Learning Center

2019 Comprehensive Support Process

Why we are here:

Year	4 yr	5 yr	6 yr	7 yr
2013	70.3%	66.7%	70.5%	76.3%
2014	59.4%	81.0%	68.4%	71.1%
2015	63.3%	62.9%	85.7%	66.7%
2016	72.7%	72.7%	75.0%	85.7%
2017	41.7%	76.3%	80.6%	75.0%
4yr, 5yr, 6yr, 7yr Average	61.5%	71.9%	76.0%	75.0%
3 Year Average 2015-2017	59.2%	70.6%	80.4%	75.8%

Areas of ALC Identification
 4 Year graduation rate below
 67%
 All and White Students



Minnesota Support and Improvement Process



Our Partners in This Work

Miranda Schornack and Jennifer Klein, Advocates
Southeast-Metro Regional Center of Excellence

MDE Staff Michael Diedrich
Sharon Peck

Spring and Summer 2018

- ❖ Establish district and school leadership team

Team Members	
Daryl Kehler	Matt Hillmann
Hope Langston	Cheryl Mathison
Marnie Thompson	Carrie Duba

- ❖ Attend Events: Support and Improvement Kickoff and Continuous Improvement Events



Fall 2018

- ❖ Weekly meetings
- ❖ Conduct needs assessment
 - Root Cause Analysis
 - CNA Report
- ❖ Conduct resource equity study
- ❖ Select strategies based on research, fit and feasibility

Root Causes

Did not find any significant patterns in [disaggregated graduate data](#)

What we see:

[Qualifiers](#)

[Enrollment Trends](#)

[Student Perception Data](#)

- [Overview](#)
- Percentage of students entering ALC from other districts is increasing
- Students entering ALC with credit shortage that makes 4 year graduation unlikely
- Mental and chemical health concerns
- Percentage of students with consistent attendance will increase with coding corrections to:
 - School related activities
 - Independent study with seat-based programming



What We've Learned

- Percentage of students entering ALC from other districts is increasing
 - [Use of Odysseyware and Independent Study options](#)
- Students entering ALC with credit shortage that makes 4 year graduation unlikely
 - NHS intervening immediately as soon as student is failing class
- Mental and chemical health support services
 - On-site counseling
 - The Key
- We can refine our strategies for improving consistent attendance once we know our reported absences are correct

School Improvement Plan Goals and Strategies

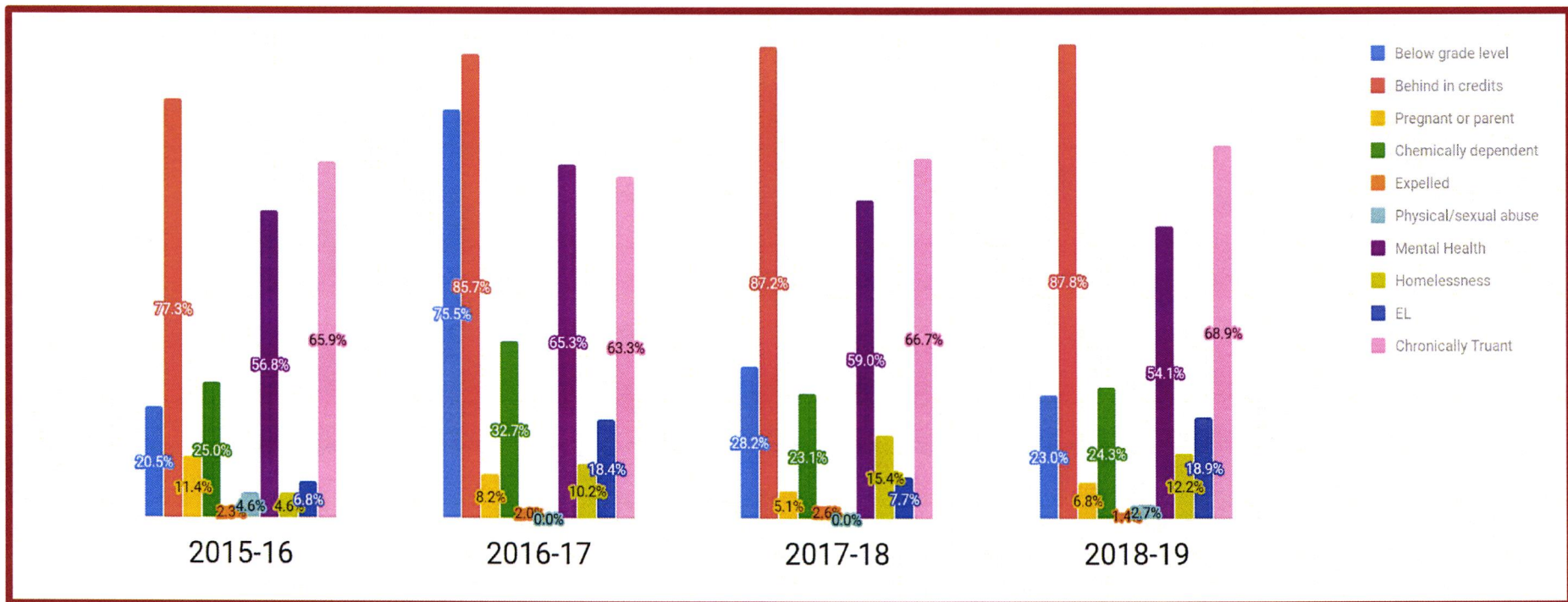
The vital few that must be achieved to increase the 4-year graduation rate.

1. **100% of the students entering the ALC from NHS will be at or above the credit threshold on the credit matrix for 4 year graduation.**
 - a. NHS credit recovery process
 - b. Expanded use of Independent Study
2. **60% of ALC students will reach the consistent attendance rate of 90% as measured by the average of all grading periods for each school year included in this plan.**
 - a. Rectify coding issues
 - b. Use of research-based attendance practices per Hanover Research
 - i. Recovery of partial credits
 - ii. Mental and chemical support
 - iii. SEL curriculum
 - iv. Advisory attendance/credit check
 - v. Make students aware of attendance policy and consistency of implementation
 - vi. PBIS strategies to create a welcoming atmosphere as measured by SEI survey

Looking Ahead Years 2 and 3

- ❖ Share needs assessment and report progress with broader community
- ❖ Bring together school, family, community stakeholders and create a stakeholder communication plan
- ❖ Define and pilot the strategies
- ❖ Establish data systems and measures of progress
- ❖ Revisit and improve plans based on pilot
- ❖ Implement, monitor and adjust structural changes
- ❖ Create and execute training and coaching plans
- ❖ Identify and implement opportunities for quick wins

Enrollment Qualifier Trends



At my school, teachers care about students.

Surveyed:

31

Strongly Agree:

11

Agree:

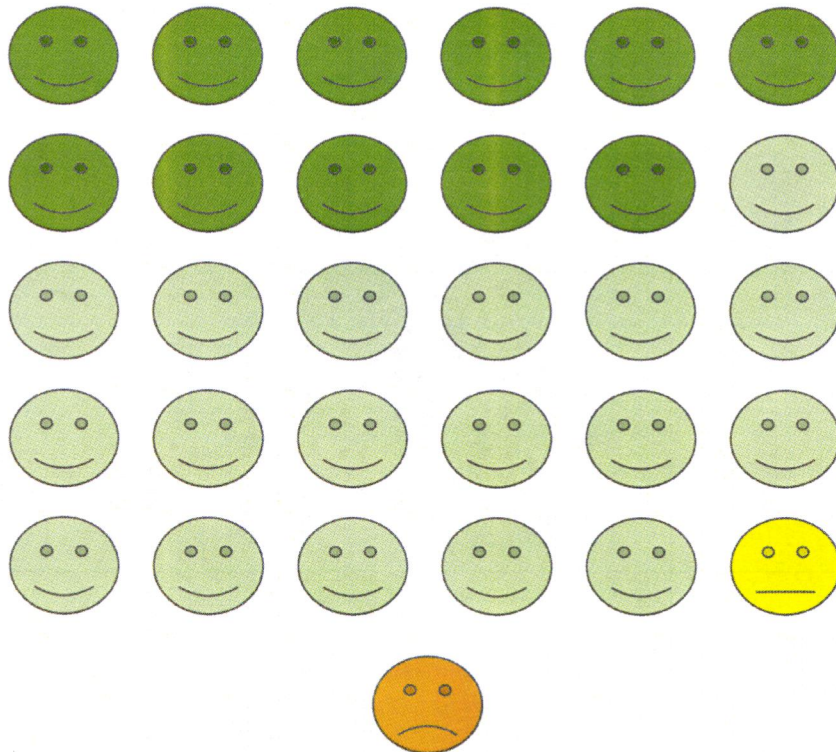
18

Disagree:

1

Strongly Disagree:

1



I enjoy talking to the teachers here.

Surveyed:

31

Strongly Agree:

8

Agree:

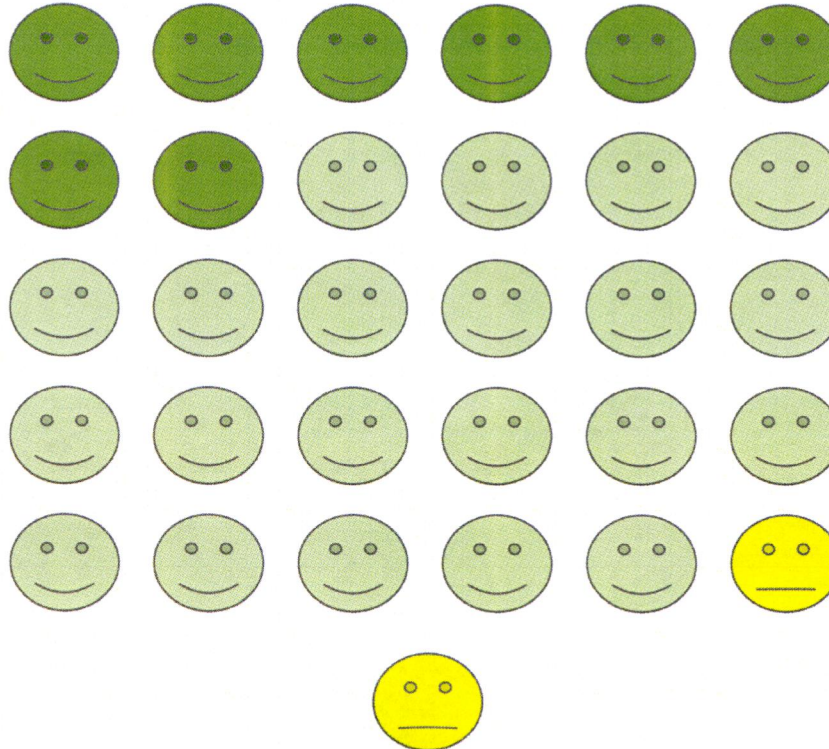
21

Disagree:

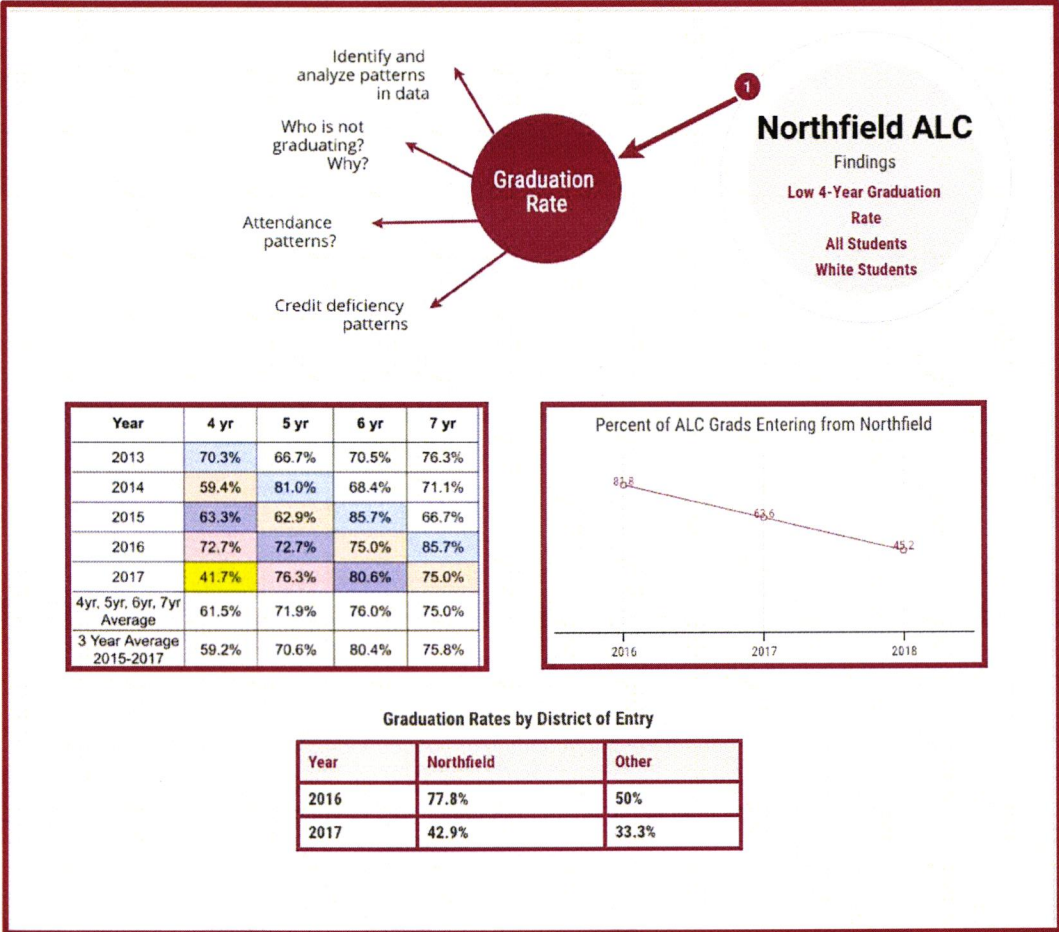
2

Strongly Disagree:

0



Enrollment and Graduation Trends



Capital and Long Term Facilities Maintenance | Proposed Budget | 2.11.19

Val Mertesdorf | Director of Finance

What is Capital?

Our capital budget is a segment of our general fund budget that we present separately as required by the Minnesota Department of Education. Our capital budget has four revenue components.

- 1) Operating Capital – must be used for equipment and facility needs. The calculation is \$79 per adjust pupil unit plus \$109 multiplied by our average building age. We receive approximately \$222 per pupil unit. This formula is a mix of levy and state aid.
- 2) Lease Levy – this is a levy source of revenue to pay for rent of leased facilities. The calculation is \$212 per pupil unit. Northfield has a cap of approximately \$929,000; we have typically levied about one third of this allocation. It is slightly higher due to our membership in the Cannon Valley Special Education Cooperative.
- 3) Capital Levy – this is our voter approved levy of \$750,000. This is used to support technology and facilities.
- 4) Long Term Facilities Maintenance – this was a new revenue source beginning 7/1/2016. The legislature combined the deferred maintenance and health and safety revenue formulas into a new formula. The formula is a combination of aid and levy. This funding is for capital expenditures and maintenance projects necessary to prevent further erosion of facilities. The calculation is roughly \$193 per pupil unit for FY2017, \$292 for FY2018 and \$380 for fiscal year 2018-19 and later.

The Capital and Long Term Facilities Maintenance programs have restricted expenditure categories. These funding streams are intended to support technology, facilities and infrastructure needs. Each category also has a restricted fund balance category. This means if we don't spend all of our revenue in a given year the remainder is set aside for only these types of expenditures in the future. Each year in December, we project our capital revenue and if there is a projected surplus, the Capital Committee prioritizes needs and comes to consensus on how to allocate the remaining funds.

Projected Revenue

For 2019-20, the LTFM revenue will be our largest source at 44%. This funding source is about \$1,000,000 more than the district was receiving from Deferred Maintenance and Health and Safety combined. Operating Capital and our Capital Levy are the next largest with 24% and 21%, respectively. Our total capital revenue is projected to be \$3,495,322 which is very similar to the current year.

Projected Expenditures

We are projecting expenditures of approximately \$3,053,275. The capital committee approved expenditures such as replacing the large lawn mower, replacing a trail groomer/gator, updating three career technical labs, adding a ceiling mounted projector system at Bridgewater, enhanced Wi-Fi at the High School and a virtualization server among other smaller projects.

The LTFM funding has a ten year plan that the Board approves each year. Based on the funding and projects listed, Director of Buildings and Grounds, Jim Kulseth prioritizes projects and sets the expenditures for the year. Next year includes projects such as brick repair and tuckpointing at the High Schools, replacing door hardware at Bridgewater and Sibley (tab locks), pool resurfacing, computer lab flooring, updating the building controls at the Middle School and repairing sidewalks.

The district administration and the capital committee were very cognizant of the master facilities plan. Most of the projects or purchases are items that would not become obsolete during the upcoming building renovations and transitions. We tried to prioritize items that could be repurposed or moved to a new location. The collaborative effort to be good stewards of our resources is always a pleasure to participate in.

Financial Summary

At the end of 2019-20 we are projecting that the operating capital fund balance will be \$510,642. The long term facilities maintenance fund balance is projected to be \$1,257,798. We are intentionally planning to grow the LTFM balance, this will allow us to pay up front for projects that we would have had to bond for in the past. This will save the District money in the long run.

Overall, we are thrilled with the additional funding and flexibility we have because of the long term facilities maintenance program. We will continue to strive to allocate our resources as effectively and efficiently as possible to ensure our facilities are adequately maintained and our students and staff have access to the necessary technology and tools to continue providing a world class education.

2019-20 PROPOSED BUDGET

Capital & Long Term Facilities Maintenance

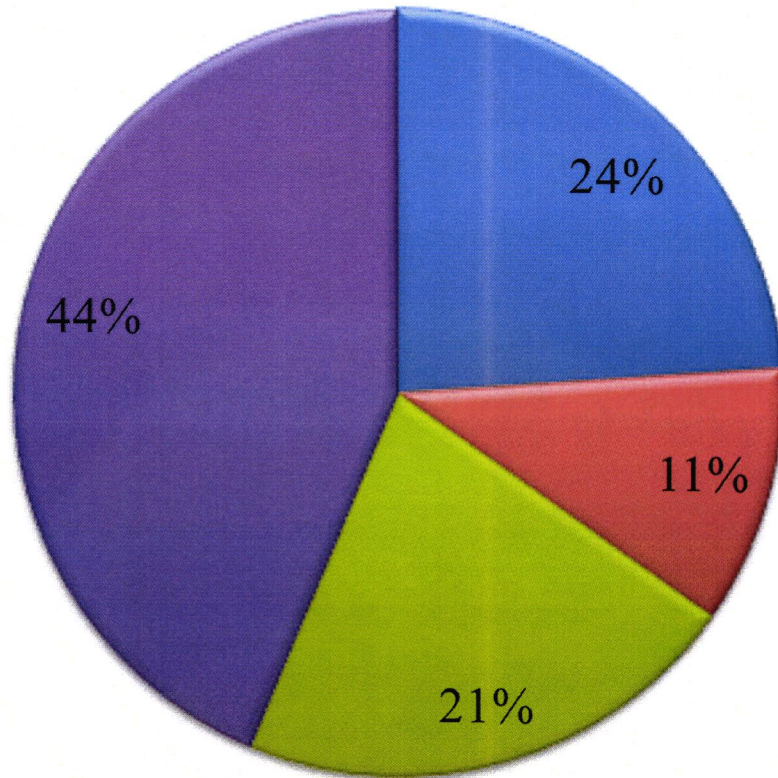


What is Capital?

- The capital budget consists of 4 revenue streams
 - Operating Capital – levy/aid formula
 - Lease Levy – levy for certain lease commitments
 - Capital Levy – voter approved levy
 - Long Term Facility Maintenance – new funding began in FY17 that replaces Health & Safety and Deferred Maintenance
- The capital budget is included in the general fund
- Restricted expenditures
- Fund Balance restriction
- There is a portion of the operating capital money each year that is prioritized by the Capital Committee – this committee meets to discuss building and district priorities and comes to consensus on the proposed spending

Capital Sources

\$3,495,322



■ Operating Capital
\$835,163

■ Lease Levy
\$381,628

■ Capital Levy
\$750,000

■ Long Term Facilities
Maintenance
\$1,528,531

Projected Expenditures

Required Commitments

Leased Facility Space/Assessments	\$419,791
Lease Purchase (Sibley)	142,758

Prioritized Allocations

Schools and Programs	133,114
Textbooks/Digital Curriculum	150,000
Other Leases	519,145
Capital Committee Recommendations	561,389

Long Term Facilities Maintenance	<u>1,127,078</u>
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Total Expenditures	\$3,053,275
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Financial Summary

	2017-18	2018-19	2019-20
Operating Capital	Actual	Budget	Proposed
Beginning Balance	\$467,688	\$556,454	\$470,048
Revenue	\$1,876,272	\$1,886,911	\$1,966,791
Expenditures	\$1,787,506	\$1,973,317	\$1,926,197
Ending Balance	\$556,454	\$470,048	\$510,642

	2017-18	2018-19	2019-20
LTFM	Actual	Budget	Proposed
Beginning Balance	\$442,931	\$692,380	\$856,345
Revenue	\$1,298,962	\$1,491,436	\$1,528,531
Expenditures	\$1,049,513	\$1,327,471	\$1,127,078
Ending Balance	\$692,380	\$856,345	\$1,257,798

Upcoming Projects

Capital Recommendations

- Replace large lawn mower
- Replace trail groomer/gator
- Update three CTE computer labs (HS)
- Projector System (BW-Gym)
- Wi-Fi Updates (HS)
- Virtualization Server

LTFM

- HS – Brick repair & tuckpointing
- BW – Exterior caulking
- Door handles (SB/BW)
- Pool resurfacing
- Computer lab flooring
- Update MS Building Controls
- Repair front sidewalk (GVP)

District Office Entry & Rain Garden



Middle School Parking Improvement



Memorial Field Repaving



Questions?

- Thanks for your time!



January 3, 2019



Providing Trusted
Health and Safety Solutions

Mr. Jim Kulseth
Building & Grounds Director
Northfield Public Schools
1400 Division St. S.
Northfield, MN 55057

**RE: Northfield Public Schools
Continuous Radon Monitoring Results
IEA Project #201710490**

Dear Mr. Kulseth:

As requested by Northfield Public Schools, IEA assisted with continuous radon monitoring in the buildings listed below. The purpose of the monitoring was to document if radon levels were within an acceptable range during typical work hours.

- Northfield High School/District Office
- Bridgewater Elementary
- Rock House
- Northfield Middle School
- Greenvale Park Elementary

INTRODUCTION

The MDH and the EPA have established a recommended action level in frequently occupied areas of 4.0 picoCuries per liter (pCi/L) for an annual average. The average radon level over each work day was compared to the Action Level.

Long-term radon testing, completed on April 27, 2017, indicated a radon level above the EPA and MDH recommended Action Level. The Minnesota Department of Health's (MDH's) *Best Practices for Radon Measurement in Minnesota Schools and Commercial Buildings* recommends follow-up testing in areas where initial testing results are at or above the action level in accordance with ANSI/AARST 'Protocol for Conducting Measurements of Radon and Radon Decay Products in Schools and Large Buildings' (ANSI/AARST MALB 2014). A continuous radon monitor (CRM) is recommended to determine if elevated levels are present during occupied times. Radon levels can fluctuate with the operation of the ventilation system as well as with changes in barometric pressure. The CRM provides hourly radon readings so that levels can be evaluated for periods while the room is occupied.

INSTITUTE FOR ENVIRONMENTAL ASSESSMENT, INC.
www.ieasafety.com

BROOKLYN PARK
9201 West Broadway, #600
Brooklyn Park, MN 55443
763-315-7900 / FAX 763-315-7920
800-233-9513

MANKATO
610 North Riverfront Drive
Mankato, MN 56001
507-345-8818 / FAX 507-345-5301
800-233-9513

ROCHESTER
210 Woodlake Drive SE
Rochester, MN 55904
507-281-6664 / FAX 507-281-6695
800-233-9513

BRAINERD
601 NW 5th Street, Ste. #4
Brainerd, MN 56401
218-454-0703 / FAX 218-454-0703
800-233-9513

MARSHALL
1420 East College Drive
Marshall, MN 56258
507-476-3599 / FAX 507-537-6985
800-233-9513

VIRGINIA
5525 Emerald Avenue
Mountain Iron, MN 55768
218-410-9521
800-233-9513

RESULTS & DISCUSSION

From November 19, 2018, to December 12, 2018, continuous radon monitoring was conducted in the buildings listed on the previous page. A CRM was placed in each room for at least 48 hours; the MDH recommends a minimum of 48 hours. Days when these rooms were not occupied (e.g., weekends & holidays) were not included in the monitoring data averaging. The hourly CRM data is provided in Appendix A.

A summary of the continuous radon monitor data, including previous results, is provided in the tables:

District Office at Northfield High School:

Continuous Radon Monitoring Results – November 19, 2018

Date Range	Room #	¹ Day 1 Range/(Ave.) (pCi/L)	¹ Day 2 Range/(Ave.) (pCi/L)	¹ Day 3 Range/(Ave.) (pCi/L)	² Overall Average (pCi/L)
11/19/18-11/21/18	B&G Director's Office	1.4	1.7	-	1.4

¹ Readings during occupied times: 7 a.m. to 5 p.m.
² Overall average is average for entire test period including when room was not occupied

Results from the Previous Testing (pCi/L)
8.9

pCi/L – picoCuries per liter of air

Northfield Middle School:

Continuous Radon Monitoring Results – December 10, 2018

Date Range	Room #	¹ Day 1 Range/(Ave.) (pCi/L)	¹ Day 2 Range/(Ave.) (pCi/L)	¹ Day 3 Range/(Ave.) (pCi/L)	² Overall Average (pCi/L)
12/10/18-12/12/18	132	0.8	1.0	-	1.3

¹ Readings during occupied times: 7 a.m. to 5 p.m.
² Overall average is average for entire test period including when room was not occupied

Results from the Previous Testing (pCi/L)
4.6

pCi/L – picoCuries per liter of air

Bridgewater Elementary:

Continuous Radon Monitoring Results – December 12, 2018

Date Range	Room #	¹ Day 1 Range/(Ave.) (pCi/L)	¹ Day 2 Range/(Ave.) (pCi/L)	¹ Day 3 Range/(Ave.) (pCi/L)	² Overall Average (pCi/L)
12/12/18-12/14/18	102	1.2	1.0	-	1.5

¹ Readings during occupied times: 7 a.m. to 5 p.m.
² Overall average is average for entire test period including when room was not occupied

Results from the Previous Testing (pCi/L)
4.1

pCi/L – picoCuries per liter of air

Greenvale Park Elementary:

Continuous Radon Monitoring Results – December 4, 2018

Date Range	Room #	¹ Day 1 Range/(Ave.) (pCi/L)	¹ Day 2 Range/(Ave.) (pCi/L)	¹ Day 3 Range/(Ave.) (pCi/L)	² Overall Average (pCi/L)
12/4/18-12/6/18	109	0.6	1.0	0.8	0.8

¹ Readings during occupied times: 7 a.m. to 5 p.m.
² Overall average is average for entire test period including when room was not occupied

Results from the Previous Testing (pCi/L)
12.7

pCi/L – picoCuries per liter of air

**Rock House:
Continuous Radon Monitoring Results – December 7, 2018**

Date Range	Room #	¹ Day 1 Range/(Ave.) (pCi/L)	¹ Day 2 Range/(Ave.) (pCi/L)	¹ Day 3 Range/(Ave.) (pCi/L)	² Overall Average (pCi/L)
12/7/18-12/9/18	Rock House	1.7	2.0	2.4	2.1

¹ Readings during occupied times: 7 a.m. to 5 p.m.
² Overall average is average for entire test period including when room was not occupied

Results from the Previous Testing (pCi/L)
10.9

pCi/L – picoCuries per liter of air

Discussion of Results

- Average radon levels in the all locations were below the Action Level during the work days.

CONCLUSIONS & RECOMMENDATIONS

The results of the continuous radon monitoring indicate that radon levels in the locations tested are typically below the action level during the workday. The testing was performed during the heating season, so the testing should be representative of “worst case” conditions.

The EPA has established recommended guidelines for permissible radon concentrations in schools. The following are general recommendations for frequently-occupied areas of schools:

- Retest the building at least every 5 years and in conjunction with any sale of a building.
- In addition, be certain to test again when any of the following circumstances occur:
 - A new addition is constructed, or a significant renovation occurs
 - A ground contact area not previously tested is occupied
 - Heating or cooling systems are significantly altered resulting in changes to air pressures or distribution
 - Ventilation is significantly altered by extensive weatherization, changes to mechanical systems or comparable procedures
 - Significant openings to soil occur due to:
 - Ground water or slab surface water control systems (e.g., sumps, perimeter drain tile, shower/tub retrofits, etc.) or
 - Natural settlement causing major cracks to develop
 - Earthquakes, construction blasting, or formation of sink holes nearby or
 - A mitigation system is altered, modified or repaired
- Rooms should be retested during the winter heating season (i.e. under “closed” conditions) which is typically “worst case” conditions.

Per Minnesota Statutes, section 123B.571, school districts are required to report radon test results at a school board meeting and report results to the MDH. IEA can assist with presenting results to the school board, and the MDH reporting. The MDH ‘School Radon Testing Form’ can be found in Appendix B.

GENERAL COMMENTS

The analysis and opinions expressed in this report are based upon data obtained from continuous radon monitoring at Northfield Public Schools and are representative of the locations and time periods sampled. This report does not reflect variations in conditions that may occur across the site, property, or facility. Actual conditions may vary and may not become evident without further assessment.

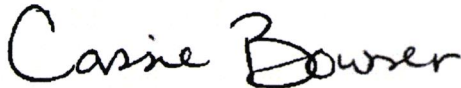
The report is prepared for the exclusive use of our client for specific application to the project discussed and has been prepared in accordance with generally accepted radon testing practices. Other than as provided in the preceding sentence and in our proposal #6103 dated May 17, 2017, regarding radon testing services at the district locations, including the General Conditions attached thereto, no warranties are extended or made.

IEA appreciates the opportunity to submit this analysis to Northfield Public Schools.

Should you require additional radon testing or have any questions regarding radon or any other health- or safety-related concerns, please do not hesitate to contact our office.

Sincerely,

IEA, Inc.



Cassie Bowser
EH&S Consultant

CB/tjw/010819

Enc.

Appendix A

*Continuous Radon Monitor
Hourly Data & Graph*

< RADON TEST REPORT >

I/D Rock Horse

START DATE 12/07/18

START TIME 10:02

OPERATOR Jim K

SERIAL NO.- CRM5106103

C/F (CPM/pCi/l) .377

BKG (pCi/l) .7

Hr	Conc. pCi/l	/	I. RH B %	B/P "Hg	Doc F
1	1.4	/	31	28.5	57
2	1.6		31	28.5	58
3	1.6		31	28.6	58
4	1.8		31	28.5	58
5	1.8		32	28.5	57
6	1.7		31	28.5	56
7	1.8		32	28.5	55
8	1.6		32	28.5	55
9	1.2		32	28.6	55
10	1.6		32	28.6	55
11	1.4		31	28.6	55
12	1.8		32	28.6	55
13	2.4		32	28.6	55
14	3.1		32	28.7	56
15	2.7		32	28.7	56
16	2.3		32	28.7	56
17	2.6		32	28.7	56
18	2.8		32	28.7	56
19	3.3		32	28.7	56
20	2.9		32	28.7	56
21	2.5		32	28.7	56
22	2.1		32	28.7	56
23	1.5		32	28.7	56
24	3.0		32	28.7	56
25	2.2		32	28.7	56
26	1.8		32	28.7	56
27	2.0		32	28.7	56
28	1.6		32	28.6	56
29	1.8		32	28.6	56
30	2.3		32	28.6	56
31	2.2		32	28.6	56
32	1.5		32	28.5	56
33	1.3		32	28.5	55
34	1.8		32	28.5	55
35	1.6		32	28.3	55
36	1.1		32	28.3	55
37	1.8		32	28.5	56
38	2.0		32	28.5	56
39	1.6		32	28.5	56
40	2.1		32	28.5	56
41	1.9		32	28.5	56
42	1.8		32	28.5	56
43	2.7		32	28.5	56
44	2.0		32	28.5	56
45	2.6		32	28.5	56
46	3.0		32	28.5	56
47	2.6		32	28.5	56
48	2.0		32	28.3	55
49	2.4		32	28.3	55
50	2.3		32	28.3	55

Elapsed Time (min.) 3000
 Total Count 3166
 Avg. (pCi/l) 2.1

=====

Appendix B

MDH Reporting Form

School Radon Testing Reporting Form

According to Minnesota Statute 123B.571 subd. 3, a school district that has tested its school buildings for the presence of radon shall report the results of its tests to the Department of Health. Please use this form to submit information about the most recent round or cycle of testing conducted for each building.

Instructions

1. Complete one form for each building tested. In this case, a building is defined as an occupied facility with a unique address. This includes administrative buildings.
2. Include this form, raw data (e.g. laboratory report) and a building map.
3. Submit this form when all work is completed for a round of testing. This includes reporting to the school board, and follow-up testing and post-mitigation testing, if applicable.
4. Email information to health.indoorair@state.mn.us.

Contact Information

Name: Jim Kulseth	
Mailing Address: 1400 Division St S., Northfield, MN 55075	
Phone: 507-663-0600	Email: jkulseth@northfieldschools.org

Initial Radon Testing Information

School Building Name: Bridgewater Elementary School	
School District & District Number: 9226, Northfield PS Dist	
Building Address: 401 Jefferson Parkway, Northfield, MN 55075	
Test Kit Manufacturer: Landaur	Device Name: Radtrak2
Date of Kit Retrieval (DD/MM/YY): 1/27/17	Length of Test (days): 90
How many rooms were tested? 12	
Does the test period include weekends? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Does the test period include school breaks or holidays? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

SCHOOL RADON TESTING REPORTING FORM

Were all frequently-occupied ground contact rooms tested?¹ Yes No

If no, did you attempt to test all frequently occupied ground contact rooms, meaning test kits were placed in all these rooms? Yes No

How many rooms had results ≥ 4 pCi/L?: **1**

Were the results reported at a school board meeting? Yes No

Follow-up Testing, Mitigation, & Post-Mitigation Testing

If one or more rooms tested ≥ 4 pCi/L, please answer the questions below:

How many rooms had follow-up testing?: **1**

Number of rooms with follow-up results	≥ 4 pCi/L: 1	< 4 pCi/L:
--	--------------------------	------------

Of the rooms that had test results ≥ 4 pCi/L, how many rooms were:

mitigated by HVAC balancing or operational changes?: **0**

mitigated by installation of active soil depressurization?: **0**

addressed through other corrective measures?²: **0**

What was the cost of the installation and/or HVAC service work, to mitigate radon? \$ **N/A**

What is the known or anticipated annual operating cost of mitigation (estimate)? \$ **N/A**

After radon mitigation, how many rooms were retested?: **N/A**

Post mitigation results (# of rooms)	≥ 4 pCi/L:	< 4 pCi/L:
--------------------------------------	-----------------	------------

¹ This includes classrooms, offices, break rooms, laboratories, cafeterias, libraries, auditoriums, gymnasiums, etc. It includes rooms on grade and rooms above unoccupied spaces that are in contact with the ground, such as rooms above storage rooms, crawl spaces, tunnels, and boiler rooms. If only a sample or portion of rooms were tested, then respond with 'no'.

² 'Other corrective measures' could include moving staff out of a room and making a room unoccupied or trying to seal radon entry points.

School Radon Testing Reporting Form

According to Minnesota Statute 123B.571 subd. 3, a school district that has tested its school buildings for the presence of radon shall report the results of its tests to the Department of Health. Please use this form to submit information about the most recent round or cycle of testing conducted for each building.

Instructions

1. Complete one form for each building tested. In this case, a building is defined as an occupied facility with a unique address. This includes administrative buildings.
2. Include this form, raw data (e.g. laboratory report) and a building map.
3. Submit this form when all work is completed for a round of testing. This includes reporting to the school board, and follow-up testing and post-mitigation testing, if applicable.
4. Email information to health.indoorair@state.mn.us.

Contact Information

Name: Jim Kulseth	
Mailing Address: 1400 Division St S., Northfield, MN 55075	
Phone: 507-663-0600	Email: jkulseth@northfieldschools.org

Initial Radon Testing Information

School Building Name: Greenvale Park Elementary School	
School District & District Number: 9226 Northfield PS Dist	
Building Address: 700 Lincoln Parkway, Northfield, MN 55075	
Test Kit Manufacturer: Landaur	Device Name: Radtrak2
Date of Kit Retrieval (DD/MM/YY): 1/27/17	Length of Test (days): 90
How many rooms were tested? 12	
Does the test period include weekends? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Does the test period include school breaks or holidays? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

SCHOOL RADON TESTING REPORTING FORM

Were all frequently-occupied ground contact rooms tested?¹ Yes No

If no, did you attempt to test all frequently occupied ground contact rooms, meaning test kits were placed in all these rooms? Yes No

How many rooms had results ≥ 4 pCi/L?: **1**

Were the results reported at a school board meeting? Yes No

Follow-up Testing, Mitigation, & Post-Mitigation Testing

If one or more rooms tested ≥ 4 pCi/L, please answer the questions below:

How many rooms had follow-up testing?: **1**

Number of rooms with follow-up results	≥ 4 pCi/L: 1	< 4 pCi/L:
--	--------------------------	------------

Of the rooms that had test results ≥ 4 pCi/L, how many rooms were:

mitigated by HVAC balancing or operational changes?: **0**

mitigated by installation of active soil depressurization?: **0**

addressed through other corrective measures?²: **0**

What was the cost of the installation and/or HVAC service work, to mitigate radon? \$ **N/A**

What is the known or anticipated annual operating cost of mitigation (estimate)? \$ **N/A**

After radon mitigation, how many rooms were retested?: **N/A**

Post mitigation results (# of rooms)	≥ 4 pCi/L:	< 4 pCi/L:
--------------------------------------	-----------------	------------

¹ This includes classrooms, offices, break rooms, laboratories, cafeterias, libraries, auditoriums, gymnasiums, etc. It includes rooms on grade and rooms above unoccupied spaces that are in contact with the ground, such as rooms above storage rooms, crawl spaces, tunnels, and boiler rooms. If only a sample or portion of rooms were tested, then respond with 'no'.

² 'Other corrective measures' could include moving staff out of a room and making a room unoccupied or trying to seal radon entry points.

School Radon Testing Reporting Form

According to Minnesota Statute 123B.571 subd. 3, a school district that has tested its school buildings for the presence of radon shall report the results of its tests to the Department of Health. Please use this form to submit information about the most recent round or cycle of testing conducted for each building.

Instructions

1. Complete one form for each building tested. In this case, a building is defined as an occupied facility with a unique address. This includes administrative buildings.
2. Include this form, raw data (e.g. laboratory report) and a building map.
3. Submit this form when all work is completed for a round of testing. This includes reporting to the school board, and follow-up testing and post-mitigation testing, if applicable.
4. Email information to health.indoorair@state.mn.us.

Contact Information

Name: Jim Kulseth	
Mailing Address: 1400 Division St S., Northfield, MN 55075	
Phone: 507-663-0600	Email: jkulseth@northfieldschools.org

Initial Radon Testing Information

School Building Name: Northfield High School/Dist. Office	
School District & District Number: 9226 Northfield PS Dist	
Building Address: 1400 Division St S., Northfield, MN 55075	
Test Kit Manufacturer: Landaur	Device Name: Radtrak2
Date of Kit Retrieval (DD/MM/YY): 1/27/17	Length of Test (days): 90
How many rooms were tested? 32	
Does the test period include weekends? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Does the test period include school breaks or holidays? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

SCHOOL RADON TESTING REPORTING FORM

Were all frequently-occupied ground contact rooms tested?¹ Yes No

If no, did you attempt to test all frequently occupied ground contact rooms, meaning test kits were placed in all these rooms? Yes No

How many rooms had results ≥ 4 pCi/L?: **1**

Were the results reported at a school board meeting? Yes No

Follow-up Testing, Mitigation, & Post-Mitigation Testing

If one or more rooms tested ≥ 4 pCi/L, please answer the questions below:

How many rooms had follow-up testing?: **1**

Number of rooms with follow-up results	≥ 4 pCi/L: 1	< 4 pCi/L:
--	--------------------------	------------

Of the rooms that had test results ≥ 4 pCi/L, how many rooms were:

mitigated by HVAC balancing or operational changes?: **0**

mitigated by installation of active soil depressurization?: **0**

addressed through other corrective measures?²: **0**

What was the cost of the installation and/or HVAC service work, to mitigate radon? \$ **N/A**

What is the known or anticipated annual operating cost of mitigation (estimate)? \$ **N/A**

After radon mitigation, how many rooms were retested?: **N/A**

Post mitigation results (# of rooms)	≥ 4 pCi/L:	< 4 pCi/L:
--------------------------------------	-----------------	------------

¹ This includes classrooms, offices, break rooms, laboratories, cafeterias, libraries, auditoriums, gymnasiums, etc. It includes rooms on grade and rooms above unoccupied spaces that are in contact with the ground, such as rooms above storage rooms, crawl spaces, tunnels, and boiler rooms. If only a sample or portion of rooms were tested, then respond with 'no'.

² 'Other corrective measures' could include moving staff out of a room and making a room unoccupied or trying to seal radon entry points.

School Radon Testing Reporting Form

According to Minnesota Statute 123B.571 subd. 3, a school district that has tested its school buildings for the presence of radon shall report the results of its tests to the Department of Health. Please use this form to submit information about the most recent round or cycle of testing conducted for each building.

Instructions

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3. Submit this form when all work is completed for a round of testing. This includes reporting to the school board, and follow-up testing and post-mitigation testing, if applicable.
4. Email information to health.indoorair@state.mn.us.

Contact Information

Name: **Jim Kulseth**

Mailing Address: **1400 Division St S., Northfield, MN 55075**

Phone: **507-663-0600**

Email: **jkulseth@northfieldschools.org**

Initial Radon Testing Information

School Building Name: **Northfield Middle School**

School District & District Number: **9226 Northfield PS Dist**

Building Address: **2200 Division St S., Northfield, MN 55075**

Test Kit Manufacturer: **Landaur**

Device Name: **Radtrak2**

Date of Kit Retrieval (DD/MM/YY): **1/27/17**

Length of Test (days): **90**

How many rooms were tested? **21**

Does the test period include weekends? Yes No

Does the test period include school breaks or holidays? Yes No

SCHOOL RADON TESTING REPORTING FORM

Were all frequently-occupied ground contact rooms tested?¹ Yes No

If no, did you attempt to test all frequently occupied ground contact rooms, meaning test kits were placed in all these rooms? Yes No

How many rooms had results ≥ 4 pCi/L?: **1**

Were the results reported at a school board meeting? Yes No

Follow-up Testing, Mitigation, & Post-Mitigation Testing

If one or more rooms tested ≥ 4 pCi/L, please answer the questions below:

How many rooms had follow-up testing?: **1**

Number of rooms with follow-up results	≥ 4 pCi/L: 1	< 4 pCi/L:
--	--------------------------	------------

Of the rooms that had test results ≥ 4 pCi/L, how many rooms were:

mitigated by HVAC balancing or operational changes? : **0**

mitigated by installation of active soil depressurization?: **0**

addressed through other corrective measures?²: **0**

What was the cost of the installation and/or HVAC service work, to mitigate radon? \$ **N/A**

What is the known or anticipated annual operating cost of mitigation (estimate)? \$ **N/A**

After radon mitigation, how many rooms were retested?: **N/A**

Post mitigation results (# of rooms)	≥ 4 pCi/L:	< 4 pCi/L:
--------------------------------------	-----------------	------------

¹ This includes classrooms, offices, break rooms, laboratories, cafeterias, libraries, auditoriums, gymnasiums, etc. It includes rooms on grade and rooms above unoccupied spaces that are in contact with the ground, such as rooms above storage rooms, crawl spaces, tunnels, and boiler rooms. If only a sample or portion of rooms were tested, then respond with 'no'.

² 'Other corrective measures' could include moving staff out of a room and making a room unoccupied or trying to seal radon entry points.



School Radon Testing Reporting Form

According to Minnesota Statute 123B.571 subd. 3, a school district that has tested its school buildings for the presence of radon shall report the results of its tests to the Department of Health. Please use this form to submit information about the most recent round or cycle of testing conducted for each building.

Instructions

1. Complete one form for each building tested. In this case, a building is defined as an occupied facility with a unique address. This includes administrative buildings.
2. Include this form, raw data (e.g. laboratory report) and a building map.
3. Submit this form when all work is completed for a round of testing. This includes reporting to the school board, and follow-up testing and post-mitigation testing, if applicable.
4. Email information to health.indoorair@state.mn.us.

Contact Information

Name: Jim Kulseth	
Mailing Address: 1400 Division St S., Northfield, MN 55075	
Phone: 507-663-0600	Email: jkulseth@northfieldschools.org

Initial Radon Testing Information

School Building Name: Rock House	
School District & District Number: 9226, Northfield PS Dist	
Building Address: 1599 Division St S., Northfield, MN 55075	
Test Kit Manufacturer: Landaur	Device Name: Radtrak2
Date of Kit Retrieval (DD/MM/YY): 1/27/17	Length of Test (days): 90
How many rooms were tested? 1	
Does the test period include weekends? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Does the test period include school breaks or holidays? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

SCHOOL RADON TESTING REPORTING FORM

Were all frequently-occupied ground contact rooms tested?¹ Yes No

If no, did you attempt to test all frequently occupied ground contact rooms, meaning test kits were placed in all these rooms? Yes No

How many rooms had results ≥ 4 pCi/L?: **1**

Were the results reported at a school board meeting? Yes No

Follow-up Testing, Mitigation, & Post-Mitigation Testing

If one or more rooms tested ≥ 4 pCi/L, please answer the questions below:

How many rooms had follow-up testing?: **1**

Number of rooms with follow-up results

≥ 4 pCi/L: **1**

< 4 pCi/L:

Of the rooms that had test results ≥ 4 pCi/L, how many rooms were:

mitigated by HVAC balancing or operational changes?: **0**

mitigated by installation of active soil depressurization?: **0**

addressed through other corrective measures?²: **0**

What was the cost of the installation and/or HVAC service work, to mitigate radon? \$ **N/A**

What is the known or anticipated annual operating cost of mitigation (estimate)? \$ **N/A**

After radon mitigation, how many rooms were retested?: **N/A**

Post mitigation results (# of rooms)

≥ 4 pCi/L:

< 4 pCi/L:

¹ This includes classrooms, offices, break rooms, laboratories, cafeterias, libraries, auditoriums, gymnasiums, etc. It includes rooms on grade and rooms above unoccupied spaces that are in contact with the ground, such as rooms above storage rooms, crawl spaces, tunnels, and boiler rooms. If only a sample or portion of rooms were tested, then respond with 'no'.

² 'Other corrective measures' could include moving staff out of a room and making a room unoccupied or trying to seal radon entry points.

Co-Curricular Coach/Advisor Matrix | Recommended Additions | February 11, 2018

Molly Viesselman, Director of Human Resources

The 2017-19 Master Agreement with the Northfield Education Association changed the way co-curricular positions are added, eliminated, and modified. In the past, the District negotiated the specific number of coaching or advisor positions for each activity and the amount of stipend each position would receive based on its placement on the co-curricular salary schedule (commonly referred to as Schedule C). After the settlement of the agreement, the School Board will approve the additions, reductions, or modifications to positions and the associated stipend amount recommended by the District’s co-curricular committee. The co-curricular committee is led by the Activities Director and includes coaches, advisors, and administrators. The salary schedule itself remains in the NEA Master Agreement and the stipend amounts for each “level” will still be part of the negotiations process with the NEA.

Recommended Additions		
Position	Total Cost	Rationale
Boys Lacrosse - add a 3rd coach - Level F	\$3,271*	Boys Hockey had 38 athletes during the 2017-18 season with 3 coaches. Boys baseball had 54 athletes with 5 coaches. In comparison, boys Lacrosse had 49 athletes with 2 coaches, leaving them needing to cut around 12 kids. An additional coach will help with coordinating specific position coaching as well as supervision of athletes.
Girls Lacrosse - add a 3rd coach - Level F	\$3,271*	Girls Hockey had 29 athletes during the 2017-18 season with 3 coaches. Girls softball had 47 athletes with 4 coaches. In comparison, girls Lacrosse had 42 athletes with 2 coaches. An additional coach would help with coordinating specific position coaching as well as supervision of athletes.
Baseball - add a second hourly coach	Hourly*** (hourly coach paid \$3,087 in 17-18)	Would allow 2 paid coaches at each level (9th, JV, V). Increase safety of indoor/outdoor practices, allow more players to practice at the same time which maximizes the use of the Dundas Dome, increased supervision and coaching during weight training and allows 2 coaches to be present at all games at various levels. In the case of injuries, one coach is with injured athlete and one can remain with team.
GRAND TOTAL	\$9,629.00 \$10,366.00	Total Total with payroll taxes

* Indicates Step 1 of the 2018-19 Schedule C salary schedule. Coaches hired with experience could be placed at a higher level.
 ** Indicates activities that occur every other year.
 *** Estimate - what an hourly baseball coach was paid in the 2017-18 school year.

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

January 28, 2019

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, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard. Absent: Hardy.

- II. Agenda Changes / Table File
Table File items were added.

- III. Public Comment
There was public comment from Mar Valdecantos and Larry Fowler from the Human Rights Commission regarding the climate surrounding school and community racial inequities.

- IV. Announcements and Recognitions
 - Northfield Middle School had three Veteran of Foreign Wars (VFW) Patriot's Pen contest winners. Sixth graders Allison Mathews (1st prize), Lola McCarty, and Ella Pagel, each wrote a short essay on the subject "Why I Honor The American Flag". On January 9th, these students accepted their awards and read their essays.
 - Three Northfield High School Students competed in the VFW Voice of Democracy Essay and Speech competition. Sophomore Meadow Vrtis placed 3rd, Junior Grace Muth placed 2nd, and Sophomore Annie Frank won 1st place, not only here in Northfield but also in the first district.
 - Twenty-five students qualified for DECA State to be held in March. A special congratulations goes to the following students who qualified in 3 events: Irvin Corona, Allison Goodell, Maxwell Gorden Mercer, Darcy Kornkven, and Jason Woitalla. The rest of the qualifiers are: Alex Baraniak, Greta Foster, Mikhail Geissler, Luke Johnson, Wes Lideen, Grace McDonald, Teague Nelson, Claire Nielson, Grace Neuger, Angelo Perez, Sidney Peterson, Faithe Quick, Brian Rodriguez, Grant Roney, Reed Roney, Ella Schmidt, Will Schuerman, Andre Simonet, Gracie Svien, and Jenna Woitalla.
 - Flexible Learning Days will be implemented with the third school day closure which is scheduled Wednesday, January 30. Superintendent Hillmann reviewed the Flexible Learning Days matrix and how it will work.

- V. Items for Discussion and Reports
 - A. FFA Presentation
FFA Randolph Alumni Chapter Board members and Northfield High School alumni Tasha Evans, John Peterson and Derek Estrem, along with Randolph High School Ag teacher Ed Terry, shared information about the agricultural education program for Randolph and Northfield High School students. The Randolph and Northfield districts have collaborated on this program since 1994.

 - B. Financial Forecast and 2019-2020 General Fund Budget Plan
Director of Finance Val Mertesdorf presented the financial forecast and preliminary budget plan parameters and timeline for the 2019-20 school year. The presentation included discussion of the assumptions used for development of the three-year financial forecast.

 - C. Technology Services Update
Kim Briske, Director of Technology Services, presented an update on current technology projects in the district including the process of selecting the next student devices. At this time the main focus of the technology staff is on continuous improvement in their service to all district stakeholders and improved timeliness. Capital allocations have been approved for next year and the technology team is focused on preparing to implement these changes. A focus group of district staff was formed to identify the needs for

student devices moving forward. This group has reviewed the licensed staff survey responses and will participate in vendor presentations. The recommendations of this focus group will be presented at the March 11, 2019 Board meeting.

D. Request to Hire Additional Licensed and Non-Licensed Special Education Staff at Greenvale Park

Director of Special Services Cheryl Hall presented a proposal to the Board to consider approval for a 0.5 FTE Licensed Special Education resource room teacher and one 6.75 hours/day special education assistant/ PCA at Greenvale Park Elementary. These positions are required to provide special education instruction and services to support individual student needs as determined by the Individual Education Program Plans (IEP) until the end of the school year. The total projected cost of salary and benefits for the 0.5 FTE Teacher is \$18,933 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$8,520. The total projected cost of salary and benefits for the 6.75 hr/day EA is \$9,227 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$4,152. This will be an item for individual action at the next Board meeting.

E. Proposed 2020-2021 School Calendar

Superintendent Hillmann presented the proposed 2020-21 school year calendar. The 2020-21 calendar assumes we will be moving to the Flexible Learning Days Plan. This will be an item for individual action at the next Board meeting.

VI. Committee Reports

There were no committee reports.

VII. Consent Agenda

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

A. Minutes. Minutes of the Organizational and the Regular School Board meetings held on January 14, 2019.

B. Personnel Items

a) Appointments

1. Margaret Fink, 1.0 FTE Long Term Substitute Special Ed Teacher at the Middle School, beginning 01/29/2019-03/11/2019; BA+30, Step 15
2. Jayne Overstreet, Rock N Roll Revival-Hairdresser for 2 hours/day at the High School, beginning 01/25/2019; \$30.00 per show.
3. Deborah Russell, 1.0 FTE Long Term Substitute EL Teacher at Sibley, beginning 02/27/2019-06/07/2019; MA, Step 1.

b) Increase/Decrease/Change in Assignment

1. Lori Berg, CNA I for 3.75 hours/day at the High School, change to CNA II for 6.25 hours/day at the High School, effective 03/14/2019 for approximately 6 weeks.
2. Christopher Fatze, 1.0 FTE Special Ed Teacher at the Middle School, change to .5 FTE Special Ed Teacher at the Middle School and .5 FTE Special Ed Teacher at Greenvale Park, effective 01/28/2019-06/07/2019.
3. Mackenzie Glassing, KidVentures Student Site Assistant, add Rock N Roll Revival Student Assistant at the High School, effective 01/22/2019; \$500 Stipend
4. Christopher Gustilo, .60 FTE Business Ed Teacher at the High School, change from MA, Step 1 to MA, Step 4, effective 01/28/2019-06/07/2019.
5. Steven Harner, 1.0 FTE Industrial Technology Teacher at the High School, change from BA, Step 1 to BA, Step 7 once Tier 1 license is obtained, effective 01/28/2019-06/07/2019.
6. Mary Magnuson, Special Ed Teacher at the High School, add Student Support for extracurricular activities according to IEP, effective 01/18/2019-06/07/2019.
7. Sofie Nelson, KidVentures Student Site Assistant, add Rock N Roll Revival Student Assistant at the High School, effective 01/22/2019; \$500 Stipend
8. Paul Putt, Long Term Substitute Special Ed Teacher for first semester at the High School, change end date to 1/11/2019.
9. Melissa Reuvers, Substitute Site Assistant at Bridgewater, change to Targeted Services PLUS Site Assistant for up to 1.5 hours/day at Bridgewater, effective 01/17/2019-03/21/2019; Step 2-\$13.22/hr.

10. James Schreffler, Temporary Special Ed EA-PCA at the ALC, change to Special Ed EA-PCA at the ALC, effective 01/15/2019-06/07/2019.

c) Leave of Absence

1. Rose Brison, CNA at the High School, Leave of Absence effective 03/14/2019-04/25/2019.
2. Kari Prestemon, Special Ed Social Worker at the High School, Leave of Absence effective 02/19/2019-03/31/2019.
3. Rhonda Stanley, Special Ed EA at Greenvale Park, Family/Medical Leave of Absence, extended through the end of the 2018-19 School year.
4. Updated-Lori Witt Macrae, Special Ed EA at Sibley, FMLA/Medical Leave of Absence, effective on 01/02/2019-02/11/2019.

d) Retirements/Resignations/Terminations

1. Kim Bardwell, Media Center EA at the Middle School, resignation effective 01/31/2019.
2. Meghan Kuechenmeister, Special Ed DCD Teacher at the High School, resignation effective at the end of the 2018-2019 school year. Will return to Special Ed EA-PCA for 6.75 hours/day at the High School for the 2019-2020 school year.

C. Grant Application Approval

Marnie Thompson, Northfield High School Assistant Principal, requested School Board approval of a \$30,000 grant request from Rice County Family Services Collaborative (RCFSC). If received, this grant will support professional development for teachers on trauma informed practices and an AmeriCorps Promise Fellow at the secondary level to help support Check and Connect, an evidence based chronic absenteeism model, for the 2019-2020 school year.

VIII. Superintendent's Report

A. Items for Individual Action

1. Resolution of School Board Supporting FORM B Application to Minnesota State High School League Foundation. On a motion by Stratmoen, seconded by Iverson, the Board approved the request made by Director of Student Activities Joel Olson of the Resolution Supporting the District's Application to the Minnesota State High School League Foundation for a FORM B Grant seeking funding for student/coach leadership opportunities in the WHY WE PLAY initiative. Voting 'yes' was Goerwitz, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard. No one voted 'no'. Motion carried.

IX. Items for Information

- A. School Board Committee Appointments. The list of School Board Committee appointments for 2019 was distributed to the Board.
- B. Construction Update. Superintendent Hillmann provided Construction Update #2 which included an overview the January 22, 2019 Greenvale Park core planning team elementary school tours, the core team meeting schedule, and invitations to the Bridgewater core planning team have been sent.

X. Future Meetings

- A. Monday, February 11, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, February 25, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, March 11, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 9:30 p.m.

Noel Stratmoen
School Board Clerk

Closed session for Labor Negotiations Strategy followed this meeting. Closed session for Potential Land Purchase followed this meeting.



Northfield Public Schools
Northfield, MN

EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Ryan Piltzsch - 651-402-7029

School and Program: NHS Softball

Date of Requested Trip: April 12-13

1. What group is taking this trip? Varsity + JV softball teams
Estimated # of Students 25 Adult Supervisors 4

2. Destination: Forest Lake
Date/Time of Departure: April 12 approx. 2:00 PM
Date/Time of Return: April 13 approx 5:00 PM

3. State purpose and/or educational value of trip (attach information to form if needed).
Team Bonding time during varsity + JV softball tournament in Forest Lake.

4. Name the manner of travel and the carrier.
Bus - Northfield Lines

5. State housing arrangements (must include name, address and phone number of hotel).
TBD

6. List of parent or guardian contact info.
TBD

7. List participants (reminder to have participants complete parent/guardian permission form if applicable).

TBD

8. Indicate who will be in charge of supervising the trip (roles and responsibilities).

Ryan Pietsch - Head Coach Kent Pederson - Ass't Coach
Rich Guggisberg - Ass't Coach
Ashley Baker - Ass't. Coach

9. State the safety precautions and procedures for emergencies while on the trip.


Ryan Pietsch will follow emergency protocol if there is an emergency

11. Give budget costs, how trip will be funded and estimated cost per student.

Approx 8 Hotel Rooms @ \$100 - \$130 each = \$800 - \$1000
Approx \$500 - \$600 for meals/food ~~per~~ total = \$1300 - \$1600
Softball Activity Account

12. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.

None that I'm aware of.

Signature of Staff Member Responsible: 

Date field trip request was submitted to Principal:

Principal/Administrator Signature and Date:  2/1/19

Approved:  Not Approved:

Superintendent Signature and Date:

Approved:  2/5/19 Not Approved:

School Board Review Date:

Approved: Not Approved:

MEMORANDUM

TO: School Board Members

FROM: Cheryl Hall, Director of Special Services

DATE: January 28, 2019

RE: Revised Request to hire additional Licensed and non-licensed Special Education Staff at Greenvale Park Elementary as outlined below

Please consider approval with the following change in the request;

1. Remove the request for a 0.5 FTE Licensed Special Education resource room teacher
 - a. This position will now be filled by reassignment of .5 Special Education FTE from Northfield Middle School to Greenvale Park Elementary. Approval to utilize Special Education Teacher overloads to fill this need has been agreed upon with the Northfield Education Association.
2. Request to consider approval of one 6.75 hours/day special education assistant/ PCA at Greenvale Park Elementary.
 - a. The Educational Assistant/ PCA position is required to provide special education accommodations and/ or modifications and services to support individual student needs as determined by the Individual Education Program Plans (IEP) until the end of the school year. This need is due to the enrollment increase which occurred at the beginning of the school year of students with Identified special education needs and Individual Education Program plans in place, as well as the initial qualification for special education services during this school year.

The total projected cost of salary and benefits for the 6.75 hr/day EA is \$9,227 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$4,152.

Building	Position	FTE	Rationale
Greenvale Park	Special Education Assistant/ PCA	6.75 hrs /day	Meet required IEP Accommodations

Northfield Public Schools 2020-2021 School Calendar

MEET AND CONFER RECOMMENDED
01.18.2019

July 2020							July		January 2021							January	
Su	M	Tu	W	Th	F	Sa			Su	M	Tu	W	Th	F	Sa		
			1	2	3	4	4	Independence Day						1	2	1	No School; Winter Break
5	6	7	8	9	10	11			3	4	5	6	7	8	9		
12	13	14	15	16	17	18			10	11	12	13	14	15	16	18	No School, Martin Luther King Jr. Day
19	20	21	22	23	24	25			17	18	19	20	21	22	23	28	End of Second Quarter
26	27	28	29	30	31				24	25	26	27	28	29	30	29	No School, Teacher Preparation Day
									31								
August 2020							August		February 2021							February	
Su	M	Tu	W	Th	F	Sa			Su	M	Tu	W	Th	F	Sa		
						1				1	2	3	4	5	6		
2	3	4	5	6	7	8			7	8	9	10	11	12	13		
9	10	11	12	13	14	15			14	15	16	17	18	19	20	15	No School, Staff Development Day
16	17	18	19	20	21	22	25	SpEd New Teacher Workshop	21	22	23	24	25	26	27		
23	24	25	26	27	28	29	26-27	All New Teacher Workshop	28								
30	31																
September 2020							September		March 2021							March	
Su	M	Tu	W	Th	F	Sa			Su	M	Tu	W	Th	F	Sa		
			1	2	3	4	Aug 31-Sept 3	Staff Development Days		1	2	3	4	5	6		
6	7	8	9	10	11	12	4	Teacher Preparation Day	7	8	9	10	11	12	13		
13	14	15	16	17	18	19	7	Labor Day	14	15	16	17	18	19	20	19	End of Third Quarter
20	21	22	23	24	25	26	8	First Day of School	21	22	23	24	25	26	27	22-26	No School; Spring Break
27	28	29	30						28	29	30	31				29	No School; Teacher Preparation Day
October 2020							October		April 2021							April	
Su	M	Tu	W	Th	F	Sa			Su	M	Tu	W	Th	F	Sa		
				1	2	3							1	2	3		
4	5	6	7	8	9	10			4	5	6	7	8	9	10		
11	12	13	14	15	16	17	15-16	No School; Fall Break (MEA)	11	12	13	14	15	16	17		
18	19	20	21	22	23	24			18	19	20	21	22	23	24		
25	26	27	28	29	30	31			25	26	27	28	29	30			
November 2020							November		May 2021							May	
Su	M	Tu	W	Th	F	Sa			Su	M	Tu	W	Th	F	Sa		
1	2	3	4	5	6	7	6	End of First Quarter							1		
8	9	10	11	12	13	14	9	No School; Teacher Preparation Day	2	3	4	5	6	7	8		
15	16	17	18	19	20	21	25-27	No School, Thanksgiving Break	9	10	11	12	13	14	15		
22	23	24	25	26	27	28			16	17	18	19	20	21	22		
29	30								23	24	25	26	27	28	29	31	No School, Memorial Day
									30	31							
December 2020							December		June 2021							June	
Su	M	Tu	W	Th	F	Sa			Su	M	Tu	W	Th	F	Sa		
			1	2	3	4					1	2	3	4	5	6	Graduation
6	7	8	9	10	11	12			6	7	8	9	10	11	12	10	Last Day of School (2-hr early dismissal)
13	14	15	16	17	18	19			13	14	15	16	17	18	19		
20	21	22	23	24	25	26	Dec 23-Jan 1	No School; Winter Break	20	21	22	23	24	25	26		
27	28	29	30	31					27	28	29	30					

Weather make-up days:
If school is closed 3 days on or before 4/15 due to weather, refer to Flexible Learning Days Plan.

- Holidays, No School
- Holidays
- No School
- No School, Teacher Preparation or Staff Development Days

Student Days:
Term 1: 42 days
Term 2: 46 days
Term 3: 34 days
Term 4: 52 days
TOTAL: 174 days

Summary:
174 student contact days
9 non-student contract days
4 contract days off calendar (4 conferences)
TOTAL: 187 contract days
88 days - first semester; 86 days - second semester

NORTHFIELD PUBLIC SCHOOLS
2020-2021 Calendar
DRAFT

New Teacher Activities

August 25 Special Education New Teacher Workshop
August 26, 27 All New Teacher Workshop

Pre-School Days for all Teachers

Aug 31 - Sept 3 Staff Development Days
September 4 Teacher Preparation Day

September 7 **No School.** Labor Day
September 8 First Day of School/Beginning of 1st Quarter

October 15-16 **No School.** Fall Break (MEA)

November 6 End of 1st Quarter (42 days)
November 9 **No School.** (Teacher Preparation Day)
November 10 Beginning of 2nd Quarter
November 25-27 **No School.** Thanksgiving Break

Dec 23 - Jan 3 **No School.** Winter Break

January 18 **No School.** Dr. Martin Luther King's Birthday
January 28 End of 2nd Quarter (46 days); End of First Semester (88 days)
January 29 **No School.** (Teacher Preparation Day)

February 1 Beginning of 3rd Quarter and Second Semester
February 15 **No School.** (Staff Development Day)

March 19 End of 3rd Quarter (34 days)
March 22-26 **No School.** Spring Break
March 29 **No School.** (Teacher Preparation Day)
March 30 Beginning of 4th Quarter

May 31 **No School.** Memorial Day

June 6 Graduation
June 10 **Last Day of School.** 2-hour early dismissal
 End of 4th Quarter (52 days); End of Semester (86 days)

If School is Closed 3 Days On or Before 4/15 Due to Weather
Refer to Flexible Learning Days Plan.

**RESOLUTION REQUIRING THE ADMINISTRATION TO MAKE
RECOMMENDATIONS REGARDING
PROGRAMMING AND STAFFING FOR NEXT YEAR**

WHEREAS, the financial condition of the school district dictates that the school district may require reallocation of resources between programs for the 2019-2020 school year, and

WHEREAS, there may be reductions in student enrollments within specific programs and/or grade levels, and,

WHEREAS, this reduction in expenditures may require discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and the administration to consider the reduction and/or discontinuance of programs or positions to accomplish economies in the school district as a result of reductions in enrollment and/or funding and to make recommendations to the School Board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

Dated: February 11, 2019

							2018-2019						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	4th	7th	14th	21st	1st	1st	3rd	2nd	1st	1st	2nd	1st	6/7/19
Longfellow													
Early Childhood	84	82	85	87	86	98	110	109	115				
Total	84	82	85	87	86	98	110	109	115	0	0	0	0
Greenvale Park													
Grade K-2031	58	58	59	60	59	57	57	57	58				
Grade 1-2030	84	84	83	83	83	83	82	81	80				
Grade 2-2029	62	62	62	62	62	62	62	61	61				
Grade 3-2028	81	80	80	79	80	81	80	79	78				
Grade 4-2027	73	72	72	72	72	74	77	77	79				
Grade 5-2026	76	75	75	75	75	77	78	77	76				
Total	434	431	431	431	431	434	436	432	432	0	0	0	0
Sibley													
Grade K-2031	95	95	95	95	95	94	93	93	92				
Grade 1-2030	97	97	96	96	95	97	96	96	96				
Grade 2-2029	87	87	87	87	87	87	88	88	87				
Grade 3-2028	102	103	103	103	103	103	102	102	102				
Grade 4-2027	91	92	92	92	92	93	92	92	93				
Grade 5-2026	105	105	105	105	105	104	104	105	105				
Total	577	579	578	578	577	578	575	576	575	0	0	0	0
Bridgewater													
Grade K-2031	100	95	95	97	97	96	97	97	96				
Grade 1-2030	94	94	94	94	94	93	92	90	90				
Grade 2-2029	98	97	97	97	97	97	97	97	98				
Grade 3-2028	98	99	99	98	98	98	98	98	98				
Grade 4-2027	116	117	117	117	117	119	120	120	119				
Grade 5-2026	93	95	95	95	95	94	93	93	94				
Total	599	597	597	598	598	597	597	595	595	0	0	0	0
Middle School													
Grade 6-2025	342	340	339	339	340	339	339	338	338				
Grade 7-2024	330	329	329	329	329	331	334	334	336				
Grade 8-2023	298	298	298	296	296	296	297	296	301				
St. Dominics	3.5	4	4	4	4	3.5	3.5	3.5	3.5				
Total	973.5	971	970	968	969	969.5	973.5	971.5	978.5	0	0	0	0
High School													
Grade 9-2022	348	352	352	353	353	354	354	353	353				
Grade 10-2021	323	358	357	357	356	355	355	354	356				
Grade 11-2020	361	321	323	322	321	315	312	313	311				
Grade 12-2019	356	345	344	346	342	339	335	333	333				
Total	1388	1376	1376	1378	1372	1363	1356	1353	1353	0	0	0	0
ALC													
Grade 9-2022	2	2	2	2	2	3	3	2	2				
Grade 10-2021	3	3	6	7	7	7	9	12	12				
Grade 11-2020	11	15	17	22	22	25	26	26	27				
Grade 12-2019	43	52	56	60	60	67	71	64	59				
Total	59	72	81	91	91	102	109	104	100	0	0	0	0
Grand Total	4114.5	4108	4118	4131	4124	4141.5	4156.5	4140.5	4148.5	0	0	0	0
Full Time only (excluding EC and Part-time/Independent Study ALC)	4025	4007	4004	4003	3996	3990.5	3990.5	3980.5	3980.5				

Longfellow

Early Childhood

Banks	13	
Dorey	14	
Gross	12	
Kremin	7	
Kruse	4	
O'Connor	4	
Roth	7	
Schnorr	9	
Sorenson	8	
Waters	18	
Webster	4	
Winter	15	
** TOTAL	115	

Greenvale Park

K	Flicek	15	
K	Hagberg	14	
K	Solinger (Malecha)	15	
K	Ziemann	14	
1	Landry	26	C
1	Nivala	15	
1	Peterson	18	
1	Zach	21	
2	Amundson	22	C
2	Bulfer	13	
2	Johnson	13	
2	Larson	13	
3	Alvarez, C	23	C
3	McLaughlin	19	
3	Timerson	18	
3	Youngblut	18	
4	Clarey	19	
4	Dimick	18	
4	Garcia	23	C
4	Ennis (Hetzel)	19	
5	Alvarez, R	22	C
5	Harding	17	
5	Sickler	18	
5	Spitzack	19	
TOTAL	432		

Middle School

Grade 6-2025	338
Grade 7-2024	336
Grade 8 (*inc. 7 - 1/2 day)-2023	304.5
TOTAL	978.5

*7 (3.5) St. Dominic's students attend 1/2 day

Early Childhood**	115
Kindergarten-2031	246
Grade 1-2030	266
Grade 2-2029	246
Grade 3-2028	278
Grade 4-2027	291
Grade 5-2026	275

Total K-5	1717	1717
Total Middle School	978.5	978.5
Total High School	1353	1353
GRAND TOTAL	4048.5	4048.5
ALC 9-12	100	100
GRAND TOTAL with ALC	4148.5	4148.5

Full Time only
(excluding EC and Part-time/Independent Study ALC)
3980.5

Sibley

Grade	Teacher	
K	Born	24
K	Downs	21
K	Heil	24
K	Matson	23
1	Craft	24
1	Sasse	23
1	Sieger	25
1	Swenson	24
2	Baker	23
2	Seeberg	21
2	Soderlund	21
2	Spitzack	22
3	Guggisberg	25
3	Jandro	25
3	Johnson	28
3	Sweeney	24
4	Fox	24
4	Haar	23
4	McManus	22
4	Rud	24
5	Baragary	28
5	Malecha	28
5	Ostermann	21
5	Stulken	28
TOTAL	575	

Bridgewater

K	Cade	19
K	Danielson	19
K	Allison	19
K	Haley	19
K	Tran	20
1	Charlton	20
1	Ellerbush	21
1	Hall	22
1	Hodel (Lanza)	27
2	Lane	25
2	Lofquist	25
2	Rubin	23
2	Schwaab	25
3	Larson	27
3	Sickler	25
3	Temple	23
3	Truman	23
4	Holden	24
4	Ryan	24
4	Schuster	24
4	Shepherd	23
4	Swenson	24
5	DeVries	25
5	Duchene	24
5	Kohl	23
5	Rauk	22
TOTAL	595	

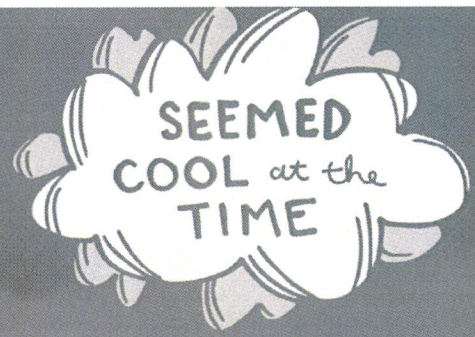
High School

Grade 9-2022	353
Grade 10-2021	356
Grade 11-2020	311
Grade 12-2019	333
TOTAL	1353

ALC	F/T	**P/T	**I/S	TOTAL
Grade 9-2021	2	0	0	2
Grade 10-2020	6	0	6	6
Grade 11-2019	13	0	14	27
Grade 12-2018	26	0	33	59
TOTAL	47	0	53	94

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

Taking Action on Vaping



E-cigarette use, or “vaping,” is increasing in the Northfield School District. This health issue spans nationwide and impacts all ages – from youth to adults. A 2017 National Youth Tobacco Survey found that 11.7% of high school students and 3.3% of middle school students used e-cigarettes in the last 30 days. There are over 450 different e-cigarette brands currently on the market.

We’re encouraging students to speak up and empowering parents and the community with information to get educated on the harmful impacts of these products.

KEY INFORMATION

E-cigarettes are battery-operated devices that operate by heating a liquid solution to a high enough temperature so that it produces an aerosol that is inhaled.

Nearly all types contain nicotine as well as flavorings, and other potentially harmful chemicals.

All tobacco use, including e-cigarette use and vaping, are prohibited by Minnesota state law in public schools. It is illegal for retail merchants to sell e-cigarette products to minors.

E-cigarettes come in a variety of shapes, sizes, flavors and colors. They can resemble traditional tobacco cigarettes (cig-a-likes), cigars, or pipes, or even everyday items like pens or USB memory sticks.

While some varieties of e-cigarettes produce clouds, many newer varieties emit limited odor and contain aerosol that dissipates quickly, making it easier to hide the products and use them in places like school and home.

The rise in the popularity of e-cigarettes that can deliver levels of nicotine similar to combustible cigarettes causes concern about the potential risk for addiction. Exposure to nicotine among youth is particularly dangerous since it has been shown to have an effect on key brain receptors, making young people more susceptible to nicotine addiction.

Youth are most likely to see e-cigarette ads in retail stores. Other common places include the internet, TV and newspapers and magazines.

Information gathered from the Center for Disease Control, Minnesota Department of Health, Truth Initiative, National Center on Drug Abuse, and Center on Addiction.

1400 Division Street South · Northfield, MN 55057



WHAT'S NEXT?



ENGAGE IN DIALOGUE with your students, children, and other community members. Make sure they know the facts on vaping.



ENCOURAGE students to speak up if they see others taking part. Not only is it harmful to health, it is illegal to vape on school grounds.



DO MORE RESEARCH. There are many resources online, that can be used to help educate yourself further on this health issue:

- Surgeon General
- Truth Initiative
- Minnesota Department of Health

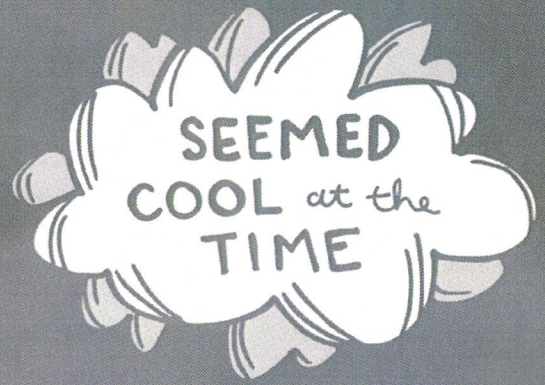
You can help us
END THE TREND.



Questions or concerns?

Please contact Northfield Public Schools to learn more about working together to help end the harmful trend of vaping.

Fads Vaporize. END THE TREND.



DON'T GET CAUGHT IN THE CLOUD

We know: not all vaping products produce a cloud. Whether they do or do not, e-cigarette use is harmful to your health, can negatively impact those around you, and is illegal on school grounds.

All tobacco use, including e-cigarette use and vaping, are prohibited by Minnesota state law in public schools. It is illegal for retail merchants to sell e-cigarette products to minors.

SAY SOMETHING

If you're concerned about your e-cigarette use or that of your peers, speak up. Tell a staff member, parent, or other trusted adult. Speaking up will always be worth it, inhaling chemicals will not.

DID YOU KNOW?



Vaping is not risk-free. It may lead to negative health consequences, including damage to your heart and lungs and cancerous tumor development.



Vaping can negatively impact young people's brain development, making you more susceptible to addiction.



Nearly all e-cigarette products sold at convenience stores, supermarkets and similar outlets contain nicotine, which is extremely addictive, as well as other potentially harmful chemicals.



All tobacco use is prohibited by Minnesota state law in public schools. This includes e-cigarette use and vaping.

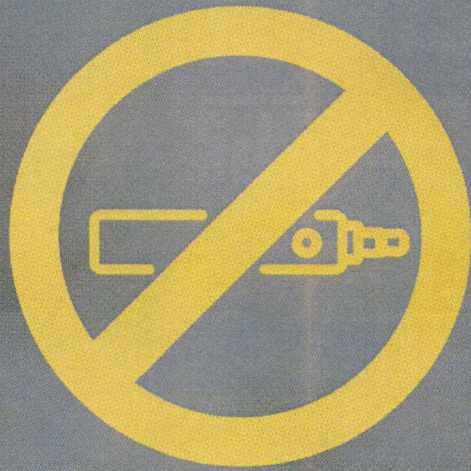


E-cigarette flavors have not been studied for toxicity if inhaled over long periods of time. Many flavorings contain chemicals that are known to be respiratory irritants, and research has found that some flavors are potentially more toxic than others.

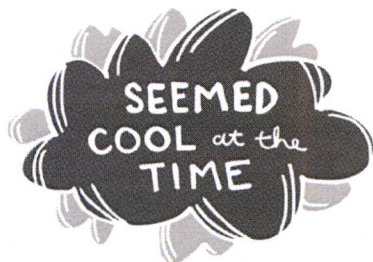
Information gathered from the Center for Disease Control, Minnesota Department of Health, Truth Initiative, National Center on Drug Abuse, and Center on Addiction.

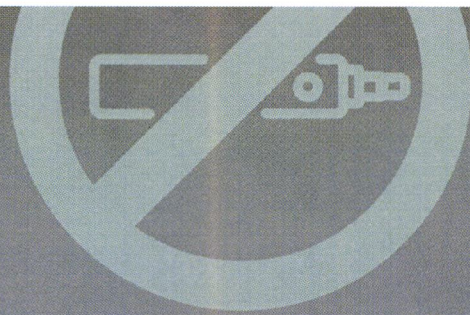
1400 Division Street South · Northfield, MN 55057

Fads vaporize.

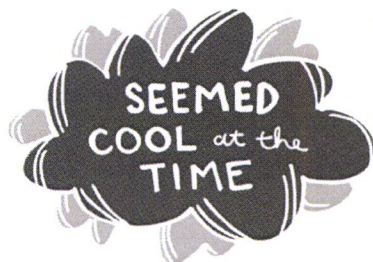


**DON'T
FOLLOW
THE CLOUD**



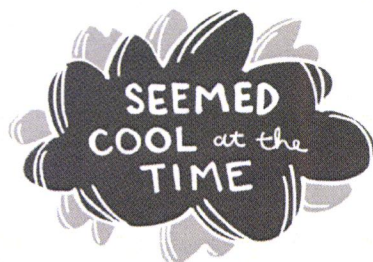


END THE
TREND



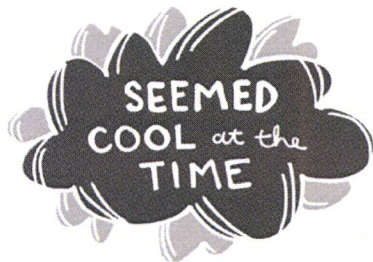


Get your head out of
THE CLOUDS





It's not cool to
INHALE
CHEMICALS



Purpose: The purpose of the construction update at each Board meeting is to provide information regarding the five construction projects authorized by the public in November 2018.

January 2019

- Finalize core planning team participants
- Scheduled core planning team meetings for new elementary school:
 - Tuesday, Jan 15 - kickoff event with the core planning team, architects, and construction management representatives
 - Tuesday, Jan 22 - tour elementary schools
 - Thursdays: Jan 31, Feb 7, 14, 21, 28 - core planning team meetings
- Schedule core planning team meetings for Bridgewater Elementary addition/renovation
- Schedule core planning team meetings for Sibley Elementary additions/renovation
- On January 22, the Greenvale Park core planning team toured McKinley Elementary in Owatonna, Rosa Parks Elementary in Mankato, Jackson Elementary in Shakopee and East Lake Elementary in Lakeville (ISD 196.)
- The next Greenvale Park core planning committee meeting is on January 31, 2019.
- Invitations for the Bridgewater Elementary addition/renovation core planning team were sent on January 23, 2019. The first Bridgewater core planning team meeting will be on February 7, 2019.
- Project Oversight Committee (POC) met on January 25 to review project timelines. POC will meet the fourth Tuesday of each month through completion of projects.

February 2019

- The Greenvale Park core planning team meetings are scheduled Thursdays, February 7, 14, 21 and 28, 3:30pm - 5:00pm in the conference room at GVP.
- The Bridgewater core planning team meetings are scheduled Thursdays, February 7, 14, 21 and 28, 1:15pm - 2:45pm in the conference room at BW.
- February 5th joint meeting between City of Northfield, Northfield Public School, Wold and Knutson to discuss city codes.