

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

February 11, 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, Hardy, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard. Director of Community Services Erin Bailey stood in for Dr. Hillmann who had an unavoidable conflict due to his involvement in the AASA National Superintendent Certification Program.

II. Agenda Changes / Table File

Table File items were added. Chair Pritchard requested a closed meeting be added to the agenda. This closed meeting is permitted by section 13D.05, subdivision 3(c), to discuss the possible acquisition of real estate property identified as Parcel 22.01.4.29.012 and Parcels 17.11.3.75.020 and 17.11.3.75.021. On a motion by Stratmoen, seconded by Goerwitz, the Board added the closed meeting to the agenda.

III. Public Comment

There was no public comment.

IV. Announcements and Recognitions

- Tracy Closson and Travis Pasch received the 2018 Field of the Year award from the Minnesota Park and Sports Turf Managers Association. Receiving this recognition for their work on Memorial Field is a tribute to our team at the Grounds Shop. Thank you for providing the finest facilities for our students and student athletes.
- Congratulations to Josh Bisel and Caroline Pritchard for being named the Northfield HS Arts, Athletics and Academic winners. The MSHSL AAA program recognizes and honors high school seniors who have excelled in the classroom, on the athletic field, and in the fine arts. To be eligible for the Academics, Arts, and Athletics Award a student must be a high school senior at the time of nomination, have a cumulative GPA of 3.0 or higher and participate in League-sponsored athletics and fine arts activities.

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, reviewed 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, presented the 2019-2020 Operating Capital Budget and Long Term Facilities Maintenance Plan. The Board will be asked to adopt the budget at the March 11, 2019 Board meeting.
- C. IEA Continuous Radon Monitoring Report. On behalf of Director of Buildings and Grounds Jim Kulseth, Val Mertesdorf, Director of Finance, reviewed 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.
- D. Co-Curricular Additions. Community Services Director Erin Bailey reviewed additional coaching and advising positions recommended by the Co-Curricular Committee. Chair Pritchard recommended further research in collaboration with Director of Student Activities Joel Olson, Director of Human Resources Molly Viesselman, and Superintendent Hillmann, to develop a rubric, process, and review for co-curricular additions.

VI. Consent Agenda

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

- A. Minutes. Minutes of the Regular School Board meeting held on January 28, 2019.
- B. Co-Curricular Overnight Trip for 2018-2019. A request from Director of Student Activities Joel Olson for a co-curricular overnight trip for the 2019-2020 school year.
- 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.
 6. Gertrude Bauer, Long Term Substitute Special Ed EA-PCA for 6.75 hours/day and General Ed for .25 hours/day at Sibley, beginning 02/21/2019; Gen Ed Step 3-\$15.73/hr., Spec Ed Step 3-\$16.30/hr.
 7. Solvay Metelmann, Boys Basketball Coach for 4 hours/day on Saturday's with Community Services, beginning 02/09/2019-05/31/2019; \$10.00/hr.
 8. James Smith, Targeted Services PLUS Club Leader for up to 1 hour/day at Greenvale Park, beginning 02/12/2019-05/02/2019; \$21.01/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.
 9. Christopher Fatze, Special Ed Teacher at the Middle School, add an overload for the remaining 77 days of the 2018-2019 school year, effective 2/11/2019-06/07/2019.
 10. Ashley Flom, Special Education Teacher at the Middle School, add an overload for 38 days or the remainder of the 2018-2019 school year, effective 2/11/2019-06/07/2019.
 11. Michelle Gaertner, Special Education Teacher at the Middle School, add an overload for 39 days of the remainder of the 2018-2019 school year, effective 2/11/2019-06/07/2019.
 12. Jacalyn Harding, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, effective 02/13/2019-05/02/2019; 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.
 3. Emy Torres, Lunch Supervisor EA at Bridgewater, resignation effective 1/19/2019.

e) Employment Agreements

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

1. Tier 1 Teachers

VII. Superintendent's Report

A. Items for Individual Action

1. Request to Hire Additional Non-Licensed Special Education Staff at Greenvale Park. On a motion by Baraniak, seconded by Iverson, the Board approved the revised staff proposal presented by Director of Special Services Cheryl Hall. The proposal for a 0.5 FTE Licensed Special Education resource room teacher was removed from the request presented at the January 28, 2019 Board meeting.. This position will now be filled by reassignment of 0.5 Special Education FTE from Northfield Middle School to Greenvale Park Elementary. The Board was asked to approve one 6.75 hours/day special education assistant/ PCA at Greenvale Park Elementary 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. Motion carried.
2. Proposed 2020-2021 School Calendar. On a motion by Baraniak, seconded by Goerwitz, the Board approved the proposed 2020-2021 school year calendar as presented. Motion carried.
3. Resolution Requiring Administration to Make Recommendations Regarding Programming and Staffing for Next Year. On a motion by Iverson, seconded by Hardy, the Board passed the Resolution Requiring Administration to Make Recommendations Regarding Programming and Staffing for Next Year. 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 and authorizes the administration to make recommendations for additions and reductions in programs and for adding or discontinuing positions.. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard. No one voted 'no'. Motion carried.

VIII. Items for Information

- A. Enrollment Report. Director of Community Services Erin Bailey reviewed the Enrollment Report for February 2019.
- B. Anti-Vaping Campaign Update. Erin Bailey provided an update on the District's February 2019 anti-vaping campaign.
- C. Construction Update. Erin Bailey provided Construction Update #3 which included an overview of the Project Oversight Committee (POC) meeting on January 25th, the schedule for Greenvale Park and Bridgewater core planning team meetings, and a recap of the February 5th joint meeting between the City of Northfield, Northfield Public School, Wold, and Knutson.
- D. Flexible Learning Days. Superintendent Hillmann provided a written report on preliminary findings regarding the Flexible Learning Day Pilot Program initiated during the 2018-2019 school year. Overall, parent feedback was very positive and teachers were overwhelmingly positive about flexible learning days. Students expressed general satisfaction with the flexible learning day approach, though their responses were far more distributed among the five-point rating scale than parents or teachers. Minnesota has two sets of guidelines for instructional time. 165 days are 'required' but they prioritize the total number of school hours. Grades 6-12 require 1,020 annual hours, Grades 1-6 need 935 hours, and 850 hours for Kindergarten. Northfield substantially outpaces that minimum requirement. In fact, the total hours on our 174 student contact days eclipses the state requirement by almost 12 days at the secondary level (Grades 7-12) and by more than 20 days at the elementary level. While there is a mechanism at the state-level to count flexible learning days as official student contact days, we are still at least four days above the state minimum even by counting all seven days as straight-up cancellations. Since 2018-2019 was intended to be a pilot year, the District had not originally intended to use the MDE's eLearning Day mechanism to officially count the days for instruction. However, since most of the State's requirements are being met, the District is asking MDE to provide

guidance about how many of the flexible learning days might be counted towards the District's total number of instructional hours.

On a motion by Quinnell, seconded by Goerwitz, the Board entered into a closed meeting per the approved agenda change passed at the beginning of the Board meeting. The public was excused.

On a motion by Iverson, seconded by Goerwitz, the Board adjourned the closed meeting at 9:25pm.

On a motion by Stratmoen, seconded by Iverson, the Board resumed the regular meeting.

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

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

Noel Stratmoen
School Board Clerk