

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

February 14, 2022

District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Baraniak, Butler, Gonzalez-George, Goerwitz, Pritchard, and Quinnell. Stratmoen arrived at 6:01 p.m. Absent: None. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

On a motion by Goerwitz, seconded by Quinnell, the board approved the agenda.

3. Public Comment

There was public comment.

Board Chair Gonzalez-George requested all members of the public to properly wear their face mask. At 6:13 p.m. Gonzalez-George called a 20 minute recess due to masking non-compliance. The board reconvened at 6:35 p.m.

Board Chair Gonzalez-George requested all members of the public properly wear their face mask. At 6:35 p.m. Gonzalez-George called a 10 minute recess due to masking non-compliance. The board reconvened at 6:45 p.m.

4. Announcements and Recognitions

- Congratulations to the following student athletes earning a trip to state: Gymnasts Jolie Harris on floor, Sidney Petersen on floor, Paige Mier on bars; and Nordic Skier Sam Folland.
- Congratulations to the Wrestling team, Big 9 Conference champions and to the Boys Swim/Dive, True Team State 3rd place.
- The Northfield Area All School Art Show titled "Better Together" runs February 9 - March 12, 2022.
- The Minnesota Association of School Administrators has selected Dr. Hillmann for the 2022 Region 1 Administrator of Excellence Award. He will be formally recognized by the association on March 10th.
- Middle School Teacher Ms. Olivier has been nominated for Minnesota Teacher of the Year.

5. Items for Discussion and Reports

- a. Proposed 2022-2023 Operating Capital and Long-Term Facilities Maintenance Budget. Val Mertesdorf, Director of Finance, presented the 2022-2023 Operating Capital Budget and Long-Term Facilities Maintenance Plan. Cole Nelson, Director of Buildings & Grounds, was available for questions. The board will be asked to adopt the budget at the February 28, 2022 board meeting.
- b. Long-Term Facilities Maintenance Ten Year Plan. Director Nelson and Director Mertesdorf reviewed the Long-Term Facilities Maintenance ten year revenue and expenditure plan. In addition, the Indoor Air Quality Management Plan is part of the ten year plan and must be reviewed annually. The board will be asked to approve the plan at the February 28, 2022 board meeting. The approved plan must be submitted to the Department of Education.
- c. Budget Prioritization Process. Dr. Hillmann and Director Mertesdorf previewed the upcoming budget prioritization process. The purpose of the budget prioritization process is to adjust Northfield Public Schools expenditures to align with reduced revenue resulting from declining enrollment. The district's recent demographic study indicates a declining enrollment of 400 students over the next decade.

There will be three budget teams: one that reviews elementary expenditures, one that reviews middle school/high school/ALC expenditures, and one that reviews district services expenditures. Parents, staff and

students have been invited to volunteer to serve on a budget team. Four meetings are scheduled for each team. The board will receive updates throughout the process with a budget report being made at the March 28, 2022 board meeting.

- d. Superintendent Operations and COVID-19 Update. Dr. Hillmann provided an update about district operations and COVID-19 data. The public health situation is improving rapidly. The influenza-like illness rates have returned to the expected ranges as the Omicron surge has subsided. We have expanded Cue clinic testing to include asymptomatic staff and students, and household members of staff and students. KYMN radio continues to partner with the district to broadcast and/or livestream Raider athletics.

6. Consent Agenda

On a motion by Butler, seconded by Baraniak, the board approved the consent agenda.

- a. Minutes

- Minutes of the Regular School Board meeting held on January 24, 2022

- b. Gift Agreements

- \$16,000.00 from Spring Creek PTO for classroom books from the Spring Creek PTO Read-A-Thon

- c. Financial Reports

Financial Report - October 2021. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$2,472,150.61, payroll checks totaling \$3,565,131.54, a wire transfer totaling \$300,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$350,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for October 2021. At the end of October 2021 total cash and investments amounted to \$28,900,980.64.

Financial Report - November 2021. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$2,984,399.41, payroll checks totaling \$3,476,266.94, a wire transfer totaling \$500,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$500,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for November 2021. At the end of November 2021 total cash and investments amounted to \$27,576,176.68.

- d. Grant Applications

- i. Department of Human Services (DHS) Financial Hardship Grant

Director Mertesdorf, Director of Community Education Erin Bailey, and Ventures Coordinator Breezy Barrett requested school board approval for a \$76,500.00 grant from DHS. The American Rescue Plan Act, signed into law in March 2021, provided Minnesota with additional funds to help stabilize the child care industry as the state continues to recover from the COVID-19 pandemic. At the end of June 2021, the Minnesota Legislature created Minnesota's Child Care Stabilization Grant Program, which is funded by the federal American Rescue Plan Act. It began in June 2021 and will run through June 2023. This includes the creation of an additional grant opportunity to help providers experiencing extreme financial hardship, called the Financial Hardship Grant Program. The Financial Hardship Grant will help stabilize child care costs at Early Ventures Learning Center and KidVentures.

- ii. MnMTSS Grant

Superintendent Hillmann, Director Mertesdorf, and Director of Instructional Services Hope Langston requested school board approval for a \$250,000.00 Minnesota Multi-tiered Systems of Support grant from the Minnesota Department of Education. This grant funding will be used to grow and accelerate the growth for students who are below reading and math benchmarks, and increase the number of students who meet the college readiness benchmark on the ACT. We intend to reduce the referrals to special education services because this will reflect a new opportunity to better meet the needs of all students in our core instruction.

e. Personnel Items

i. Appointments

1. Scott Broughton, 1.0 FTE Long Term Substitute English/Language Arts Teacher at the High School, beginning 2/7/2022-6/9/2022; BA, Step 10
2. Kathryn Carlson, 1.0 FTE Fifth Grade Teacher at Greenvale Park, beginning 2/10/2022-6/9/2022; MA, Step 6
3. Laurie Chappuis, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 2/14/2022; \$19.28/hr.
4. Kyle Fearing, Assistant Softball Coach for 2 hours/day at the High School, beginning 3/14/2022; Level 1, Step 9
5. Daniel Foley, 1.0 FTE Long Term Substitute Second Grade Companeros Teacher at Spring Creek, beginning 3/21/2022-6/9/2022; MA20, Step 10
6. Samiratou Gado, Community School Evening Site Assistant for up to 3 hours/day for 2 days/week at Greenvale Park, beginning 2/15/2022-6/3/2022; Step 1-\$14.11/hr.
7. Mariah Grisim, General Ed EA Grade 1 for 4 hours/day at Bridgewater, beginning 1/31/2022-6/9/2022; Step 4-\$16.92/hr.
8. Graciela Guerrero, Special Ed EA PCA for 3.5 hours/day on M, T, TH, F and 4 hours/day on W, at the NCEC, beginning 2/10/2022; Step 2-\$16.53/hr.
9. Brent Kivell, RRR-Set Builder with High School Activities, beginning 1/31/2022; \$3,000 Stipend
10. Jennifer Klaers, Ski & Snowboard Club Chaperone with Community Education Recreation, beginning 2/7/2022-5/31/2022; \$56.25/night.
11. Anne Larson, 1.0 FTE Long Term Substitute Third Grade Teacher at Greenvale Park, beginning 2/14/2022-2/25/2022; MA30, Step 10
12. Cora McBroom, Program Assistant with Community Education Recreation, beginning 2/19/2022-5/31/2022; \$10.50/hr.
13. Jason Mosley, Assistant Softball Coach for 2 hours/day at the High School, beginning 3/14/2022; Level 1, Step 9
14. Kari Selchow, 1.0 FTE Long Term Substitute Third Grade Teacher at Greenvale Park, beginning 1/31/2022-2/11/2022; BA, Step 5
15. Abigail Thompson, Program Assistant with Community Education Recreation, beginning 2/19/2022-5/31/2022; \$10.50/hr.
16. Cydney Ulvestad, Special Ed EA PCA for 6.75 hours/day and Gen Ed EA for .50 hours/day at Greenvale Park, beginning 2/21/2022; Spec Ed Step 4-\$17.52/hr. and Gen Ed Step 4-\$16.92/hr.
17. Gerald Wood, Event Worker at the High School, beginning 2/12/2022; \$45/per game.
18. Gina Woodyard, General Ed EA Grade 1 for 1.25 hours/day for 4 days/week at Greenvale Park, beginning 2/7/2022-6/9/2022; Step 1-\$15.57/hr.
19. Kally Dahle, Production Coordinator for Rock and Roll Revival at the High School Activities, beginning 2/14/2022; \$3,900 stipend
20. Gustaf Welbaum, KidVentures Student Site Assistant for up to 15 hours/week at Greenvale Park, beginning 2/17/2022; \$10.33/hr.

ii. Increase/Decrease/Change in Assignment

1. Ana Bravo Gatton, EA at the Middle School/Bridgewater, add Community School Site Assistant for up to 6 hours/week at Greenvale Park, effective 1/27/2022-6/3/2022; Step 2-\$14.48/hr.
2. Valerie Carter, Gen Ed EA at Bridgewater, add Special Ed EA PCA Bus for 1.50 hrs/day on Friday afternoons with the District, effective 2/11/2022-6/9/2022.
3. Sean Finger, 9th Grade Basketball Coach at the High School, add Event Worker at the High School, effective 2/9/2022. \$45/per game
4. Leah Grisim, Special Ed Teacher Setting 3 NB at Spring Creek, change to Special Ed Teacher ASD Resource at Spring Creek, effective 8/29/2022.
5. Graciela Guerrero, EA at the NCEC, add KidVentures Site Assistant for 16.25 hours/week at Greenvale Park, effective 2/10/2022. Gen Ed Step 2-\$14.48/hr.
6. Katie Hanson, Special Ed Teacher at the High School, add Sped Building Mentor-Creatively Focused Axis3 Implementation Team at the High School, effective 11/16/2021-6/9/2022; Additional \$250 Stipend
7. Julene Johnson, EA at Bridgewater, add Targeted Services PLUS Site Assistant for 1.25 hours/day Tuesdays and Thursdays at Bridgewater, effective 2/8/2022-4/29/2022; Step 4-\$15.48/hr.
8. Roanne Johnson, Special Education Teacher at Bridgewater, add Special Education Building Mentor-Creatively Focused Axis3 Implementation Team at Bridgewater/Portage, effective 11/16/2021-6/9/2022; Additional \$250 Stipend

9. Steve Knutson, Building Supervisor with Community Education, add Site Supervisor/Scheduler with Community Education Recreation, effective 1/26/2022-5/31/2022; \$12.39/hr.
10. Annie Kruse, Special Ed Teacher at the NCEC, add Sped Building Mentor-Creatively Focused Axis3 Implementation Team at the NCEC, effective 11/16/2021-6/9/2022; Additional \$250 Stipend
11. Jennifer Link, Special Ed Teacher at the Middle School, add Sped Building Mentor-Creatively Focused Axis3 Implementation Team at the Middle School, effective 11/16/2021-6/9/2022; Additional \$250 Stipend
12. Gunner Mattson, EA at the High School, add Community School Site Assistant for up to 6 hours/week at Greenvale Park, effective 1/25/2022-6/3/2022; Step 1-\$14.11/hr.
13. Adeline Nelson, EA at the NCEC, add Community School Site Assistant for up to 6 hours/week at Greenvale Park, effective 1/25/2022-6/3/2022; Step 2-\$14.48/hr.
14. Lacey Neuman Bissonnette, KV Site Lead at Greenvale Park, add General Ed EA Grade 1 for 1.25 hours/day for 4 days/week at Greenvale Park, effective 2/14/2022-6/9/2022; Step 4-\$16.92/hr.
15. Kelli Otting, Special Ed Teacher at Spring Creek, add Sped Building Mentor-Creatively Focused Axis3 Implementation Team at Spring Creek, effective 11/16/2021-6/9/2022; Additional \$250 Stipend
16. Deb Seitz, Teacher at the Middle School, add Program Assistant with Community Education Recreation, effective 1/31/2022-5/31/2022; \$14.50/hr.
17. Kari Selchow, LTS Third Grade Teacher at Greenvale Park 1/31/2022-2/11/2022, add LTS Third Grade Teacher at Greenvale Park 2/28/2022-3/4/2022.
18. Michael Sherman, 1.0 FTE EBD Teacher at the Middle School, add an overload during case management- $\frac{1}{5}$ calculation at the Middle School, effective 2/14/2022-6/9/2022.
19. Janet Smith, Teacher at the High School, add an overload for semester 2, in lieu of her supervision at the High School, $\frac{1}{5}$ calculation, effective 1/31/2022-6/9/2022.
20. Brynne Stellner, 1.0 Assistant Track Coach at the High School, change to .5 Assistant Boys/Girls Track Coach at the High School, effective 3/14/2022.
21. Alicia Veltri, Special Ed Teacher at Greenvale Park, add Sped Building Mentor-Creatively Focused Axis3 Implementation Team at Greenvale Park, effective 11/16/2021-6/9/2022; Additional \$250 Stipend
22. Karl Viesselman, Teacher at the High School, add 1.0 Assistant Boys/Girls Track Coach at the High School, effective 3/14/2022.
23. Andrea Waldock, EA at Bridgewater, add Targeted Services PLUS Site Assistant for up to 6 hours/week Mon.-Thurs. at Bridgewater, effective 1/27/2022-4/29/2022; Step 4-\$15.48/hr.
24. Megan Zwolenski, EA at Greenvale Park, add Community School Site Assistant for up to 7 hours/week at Greenvale Park, effective 1/27/2022-6/3/2022; Step 1-\$14.11/hr.
25. Megan Zwolenski, Special Ed EA at Greenvale Park, add Special Ed EA PCA Extracurricular/Nonacademic for 1.25 hours/day Mon.-Thurs. at Greenvale Park, effective 2/14/2022-4/28/2022.
26. Julene Johnson, Community School Site Assistant for 6 hours/week at Greenvale Park, change to Community School Site Assistant for 0 hours/week at Greenvale Park, effective 2/9/2022.
27. Natalie Ponciano Bartolo, Special Ed EA PCA at Bridgewater, add Special Ed EA Extracurricular/Nonacademic Support for an additional 100 minutes/week, effective 2/14/2022-4/27/2022.
28. John Watkins, Site Supervisor with Community Education, add Program Assistant with Community Education Recreation, effective 2/12/2022-5/31/2022. \$13.00/hr.

iii. Leave of Absence

1. Lydia Gross, ECSE Teacher at the NCEC, Family/Medical Leave of Absence, beginning on or about 4/1/2022 through the end of the 2021-2022 school year.
2. Nick Mertesdorf, EA at the High School, Leave of absence, effective 2/21/2022-5/27/2022.
3. Michelle Sonnega, Teacher at the High School, Leave of absence extended from 5/22/2022 to the end of the 2021-2022 school year.
4. Molly Viesselman, Human Resource Director with the District, Family/Medical Leave of Absence, beginning 2/7/2022-2/16/2022.

iv. Retirements/Resignations/Terminations

1. Rich Bissonnette, CNA at Spring Creek, resignation effective 2/10/2022.
2. Cassidy Greeney, EA at the High School, termination effective 1/14/2022.
3. Isabela Hernandez Perez, EA at Greenvale Park, termination effective 1/14/2022.
4. Dee Tomczik, EA at Bridgewater, retirement effective at the end of the 2021-2022 school year.
5. Krista Betcher, Teacher at the Middle School, retirement effective 3/23/2022.
6. Bonnie Eliason, Child Nutrition Associate at the High School, resignation effective 2/10/2022. Will continue as a substitute with the district.

7. Items for Individual Action

- a. Revised 2022-23 School Year Calendar. On a motion by Pritchard, seconded by Baraniak, the board approved the revised 2022-23 school year calendar as presented at the January 24, 2022 board meeting. The updates to the calendar are the result of recently completed negotiations with the Northfield Education Association.
- b. Policies 503, 515, 524.2 and 534. On a motion by Butler, seconded by Baraniak, the board approved policies 503, 515, 524.2 and 534 as presented.
- c. Resolution Approving Purchase Agreement and Authorizing Sale of Property. On a motion by Quinnell, seconded by Pritchard, the board adopted the Resolution Approving Purchase Agreement and Authorizing Sale of Property. The board had previously approved an option agreement with Rebound Real Estate by which a small parcel of school district property would be sold to Rebound if it exercised the option to acquire the property and Rebound has exercised the option to purchase the property on the terms and conditions set forth in the purchase agreement. The property that is the subject of the purchase agreement is hereby declared to be surplus property, and the board authorizes its sale on the terms of the purchase agreement, which is hereby approved by the board. The school board chair and clerk are hereby authorized and directed to execute the requisite deed conveying the property to Rebound Real Estate. The superintendent, or their designee are authorized to execute all other documents necessary for closing of the transaction contemplated by the purchase agreement. Voting 'yes' were Goerwitz, Gonzalez-George, Pritchard, Quinnell and Stratmoen. Voting 'no' was Butler. Abstaining was Baraniak.
- d. Northfield School District 2021-22 COVID-19 Safety Protocols. On a motion by Quinnell, seconded by Pritchard, the board approved proposed changes to the district's COVID-19 safety protocols.

On a motion by Goerwitz, seconded by Pritchard, the board approved to continue the meeting beyond 9:00 p.m.

8. Items for Information

- a. Enrollment Report. Dr. Hillmann reviewed the February 2022 enrollment report.

9. Future Meetings

- a. Monday, February 28, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, March 14, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, March 28, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the board adjourned at 9:06 p.m.

Noel Stratmoen
School Board Clerk