

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

February 24, 2020

Northfield High School Media Center

I. Call to Order

Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Goerwitz, Stratmoen, Quinnell, Baraniak, Iverson and Pritchard. Absent: Hardy.

II. Agenda Approval/Table File

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

III. Public Comment

Public comment was given by Nicky Hosterman, 1305 Lupine Ct, regarding the Northfield High School Raider mascot.

IV. Announcements and Recognitions

- Cricket Mohring (violin) and Annika Reister (violin) have been invited to participate in the 2020 Minnesota String and Orchestra Teachers Association (MNSOTA) Middle Level Honors Orchestra, and Ingrid Rustad (cello) has been selected as an alternate.
- Congratulations to the following activity and athletic teams ...
 - The gymnastics team is section 1AA champions and recently participated in the state gymnastics tournament and placed third
 - The mock trial is going to state
 - The wrestling team was 1AA runner up
 - The girls hockey team was 1AA runner up
- Board member Quinnell congratulated his aunt, a NHS alumna, on her 100th birthday.
- Chair Pritchard presented Dr. Hillmann with his graduation certificate from the AASA National Superintendent Certification Program.

V. Items for Discussion and Reports

A. Proposed 2020-2021 Child Nutrition Fund Budget

Child Nutrition Director Stephany Stromme presented the 2020-2021 proposed Child Nutrition Budget. This fund is used to record financial activities of providing nutrition services to students, which include preparation and service of the milk, meals, and snacks in connection with school and community services activities. This budget reflects revenues of \$2,220,244, expenditures of \$2,433,320, and a projected end of fiscal year 2021 fund balance of \$269,348. Based on the results of the 2019-20 school year and any rate changes provided by the state or federal government we would present a revised budget to the Board in late Fall of 2020.

B. Proposed 2020-2021 Community Services Budget

Director of Community Services Erin Bailey presented a revised 2019-2020 Community Services Budget and the 2020-2021 proposed Community Services Budget. The revised 2019-2020 budget reflects revenues of \$3,057,249 and expenditures of \$3,167,954 and will be an item for individual action at the next Board meeting. The proposed 2020-2021 budget has been developed with input from each program coordinator and the Community Services Advisory Council will review this budget at its meeting on February 25. This budget reflects revenues of \$3,187,661 and expenditures of \$3,224,378. Director Bailey also provided an update on the Greenvale Park Community School.

C. Long-Term Facilities Maintenance Ten Year Plan

Jim Kulseth, Director of Buildings & Grounds and Director of Finance Val Mertesdorf reviewed the Long-Term Facilities Maintenance ten year revenue and expenditure plan. The Indoor Air Quality Management Plan is part of the ten year plan and was submitted to the Board for its annual review. The board approved plan must be submitted to the Department of Education by July 31, 2020.

D. Policy Committee Recommendations

Dr. Hillmann presented the policy committee's recommendations on Policies 516, 524.2, 615, 703, 721 and 802. This will be an item for individual action at the next Board meeting.

E. Proposed 2021-2022 School Year Calendar

Superintendent Hillmann presented the proposed 2021-2022 school year calendar as recommended by the Meet and Confer committee. This will be an item for individual action at the next Board meeting.

VI. Committee Reports

- Board member Baraniak provided an update on the Human Rights Commission.
- Board chair Pritchard provided an update on the Communications Advisory Committee.

VII. Consent Agenda

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

A. Minutes

- Minutes of the Regular School Board meeting held on February 10, 2020

B. Gift Agreements

- \$10,773.00 donation from Northfield Booster Club for fee waivers at Northfield High School
- \$3,000.00 donation from Dakota Electric Association for Dakota Electric Fund Scholarship
- \$1,176.22 donation from Bridgewater Booster Club for Bridgewater family movie night and I Love to Read Month supplies

C. Personnel Items

a) Appointments

1. Cristian Ayala Sanchez, Special Ed EA PCA for 6.75 hours/day at the Middle School, beginning 2/24/2020-6/5/2020; Spec Ed Step 2-\$16.29/hr.
2. Laura Johannes, 1.0 FTE Long Term Substitute 1st Grade Teacher at Sibley, beginning 2/19/2020-4/1/2020; MA, Step 10.
3. Jasmin Kotek, Head Dance Team Coach for 2 hours/day at the High School, beginning 10/19/2020; Level C, Step 1.
4. Amanda Mahlstedt, 1.0 FTE Long Term Substitute Kindergarten Teacher at Bridgewater, beginning on 3/9/2020-5/22/2020; BA+60, Step 1.
5. Nathan Mitchell, 1.0 FTE Long Term Substitute Band Director at Bridgewater, Greenvale Park and Sibley, beginning on or about 3/17/2020-6/5/2020; BA, Step 9.

b) Increase/Decrease/Change in Assignment

1. Lindsey Draeger, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 6 hours/week at the Middle School, effective 2/7/2020-5/7/2020; Yr. 1-\$27.11/hr.
2. Jonna Hanek, 1.0 FTE Custodian Engineer w/License at the High School, change to 1.0 FTE Head Custodian at Greenvale Park/New Greenvale Park, effective 2/19/2020; Step 3 Head Custodian
3. Robbin Hedberg, Special Ed EA PCA at the Middle School, add Special Ed EA PCA Bus for .83 hours/day on Friday's with the District, effective 2/7/2020-6/5/2020.
4. Roger Helgeson, 1.0 FTE Custodian at the High School and Bridgewater, change to 1.0 FTE Night Lead Engineer at the High School, effective 2/24/2020. Step 5-Custodian Engineer w/out License
5. Beth McClune, Special Ed EA PCA at the Middle School, add Special Ed EA PCA Bus for .83 hours/day Monday-Thursday with the District, effective 2/10/2020-6/5/2020.
6. Pamela Moening, Occupational Therapist at Longfellow, add an overload, effective 11/11/2019-3/20/2020.
7. Belen Ocampo, EarlyVentures Teacher for 17.5 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at Longfellow, effective 2/10/2020.

8. Gretchen Olson, Substitute Targeted Services Site Assistant with the District, change to Targeted Services Site Assistant for 1.25 hours/day 4 days/week at Greenvale Park, effective 2/10/2020-6/6/2020; Step 1-\$13.21/hr.
 9. Kim Slegers, .40 Assistant Track Coach at the High School, change to 1.0 Assistant Track Coach at the High School, effective 2/13/2020.
 10. Jessica Weber Van Zuilen, Special Ed EA PCA for 6.05 hours/day and Gen Ed for .5 hours/day at the High School, change to Special Ed EA PCA for 6.45 hours/day and Gen Ed for .10 hours/day at the High School, effective 1/28/2020-6/5/2020.
 11. Susan Wunderlich, Special Ed EA PCA for 6.25 hours/day and Gen Ed for .5 hours/day at the High School, change to Special Ed EA PCA for 6.65 hours/day and Gen Ed for .10 hours/day at the High School, effective 1/28/2020-6/5/2020.
 12. Deborah Seitz, Special Ed Teacher at the Middle School, add Homebound Instructor for 6 hours/week at the Middle School, effective 2/24/2020-6/30/2020.
- c) Leave of Absence
1. Tina Dokken, Teacher at the Middle School, Unpaid Leave of Absence for three years, effective at the start of the 2020-2021 school year.
 2. Bonnie Johnson, Office Specialist with Community Services, Family/Medical Leave of Absence, effective on 1/27/2020 on an intermittent basis for up to 60 work days.
 3. Mark Johnson, Physical Education Teacher at the Middle School, Family/Medical Leave of Absence, effective on 1/27/2020 on an intermittent basis for up to 60 work days.
 4. Roanne Johnson, Teacher at Bridgewater, Updated Family/Medical Leave of Absence, effective 1/6/2020-2/21/2020.
- d) Retirements/Resignations/Terminations
1. Ellen Mader, Community School Coordinator, resignation effective 3/20/2020.
 2. Kim Cecil, Administrative Assistant at Sibley, retirement effective 6/10/2020.

D. Co-Curricular Overnight Trip for 2019-2020

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

VIII. Superintendent's Report

A. Items for Individual Action.

1. 2020-2021 Operating Capital and Long-Term Facilities Maintenance Budgets. On a motion by Baraniak, seconded by Goerwitz, the Board approved the 2020-2021 Operating Capital and Long-Term Facilities Maintenance Budgets as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,944,720	\$1,977,125
Long-Term Facilities Maintenance	\$1,474,621	\$2,362,950

2. Co-Curricular Additions. On a motion by Iverson, seconded by Goerwitz, the Board approved the co-curricular committee recommendations to transfer coaching funds from dance, where participation numbers are down, to add coaching staff to both girls and boys lacrosse where participation has increased.
3. 2019-2020 Internal Service Revised Budget. On a motion by Goerwitz, seconded by Baraniak, the Board approved the 2019-2020 Internal Service Fund Revised Budget as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Dental Fund	\$ 637,405	\$ 555,424
Health Fund	\$6,658,762	\$7,127,679

4. Long-Term Facilities Maintenance Ten Year Plan. On a motion by Stratmoen, seconded by Goerwitz, the Board approved the Long-Term Facilities Maintenance Ten Year Revenue and Expenditure Plan and the Indoor Air Quality Management Plan, which will be submitted to the Department of Education by July 31, 2020.

IX. Items for Information

- A. Construction Update #22. Superintendent Hillmann provided a construction update and noted the renovation of the Bridgewater Elementary School is complete.
- B. American Indian Parent Meeting. Dr. Hillmann provided an update on the American Indian Parent Information meeting that was held on Thursday, February 20, 2020.
- C. School Board Member Retreat. Superintendent Hillmann solicited input from board members via a Doodle poll to determine a date for the board's retreat. Based on results of the survey the school board member retreat is scheduled Saturday, April 18, 2020, 9:00 a.m. - 1:00 p.m.

X. Future Meetings

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

XI. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 8:57 p.m.

Noel Stratmoen
School Board Clerk