

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

February 24, 2025  
District Office Board Room

1. Call to Order

School 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: Butler, Epstein, Gonzalez-George, Nelson, and Quinnell. Absent: Goerwitz and Miller. 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 Quinnell, seconded by Butler, the board approved the agenda.

3. Public Comment

There was no public comment.

4. Announcements and Recognitions

- For the first time in over 35 years in Northfield, the FFA has two FFA state degree recipients, Keith Harner and Macy Mueller. Macy also earned first place in Entrepreneurship Proficiency Poultry Production. Hector Villanueva was named the 2025-2026 Region VII Sentinel, and Josie Kuennen was named the Northfield FFA chapter region delegate. These distinctions were announced after an application process and interviews during the regional leadership day on February 7.
- NHS Senior Soren Powers advanced to finalist standing in the 2025 merit scholarship program. All finalists will be considered for National Merit Scholarship Awards and will be notified of their standing in March.
- Ella Pagel and Caley Graber will be advancing to the state competition after earning first place in the MSHSL girls wrestling sections. Charlie Johnson, Keith Harner, Caden Staab, Sam Harner, Zane Engels, Owen Murphy, and Ryan Kuyper advanced to the state boys tournament. Congratulations to these wrestlers!
- Public Schools Week is February 24-28, 2025. Public Schools Week celebrates the role that public education plays in shaping the future of our children, our community, and our future. This week is dedicated to honoring the incredible teachers and staff who work tirelessly to ensure every student has the academic, social, and emotional support they need to thrive. Join us in thanking the people, programs, and successes that make our schools the heart of our community!

5. Items for Discussion and Reports

- a. Priority-Based Budget Reduction Process Updates. Superintendent Hillmann and Director of Finance Val Mertesdorf updated the board about the priority-based budget reduction process.

6. Committee Reports

- a. Cannon Valley Special Education Cooperative (CVSEC) Report. Board Member Butler provided an update on the CVSEC.

7. Consent Agenda

Nelson requested Policy 522: Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process be removed from the consent agenda for separate consideration. On a motion by Nelson, seconded by Quinnell, the board approved the consent agenda with the removal of Policy 522 for separate consideration.

- a. Minutes. Minutes of the regular school board meeting held on February 10, 2025.
- b. Gift Agreements. Gift agreements included in the board packet
- c. Financial Reports. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$3,006,854.51, payroll checks totaling \$4,001,482.14, a wire transfer totaling \$450,000 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$350,000 from Frandsen Sweep to Frandsen General, and the financial reports for October 2024. No bond payments were paid in October 2024. At the end of October 2024 total cash and investments amounted to \$27,551,836.31.

- d. Overnight Field Trip Request. BPA Coach Theresa Wilson requested board approval to take eight BPA students to the state competition in Minneapolis, March 6-8, 2025.
- e. Personnel Items.
- i. Appointments
    1. Nicole Dahlman, Special Ed EA PCA for 31.50 hours/week at the NCEC, beginning 2/17/2025-6/6/2025. Step 4-\$19.86/hr. Plus prorated PCA stipend.
    2. Dawson Foster, Assistant Boys Lacrosse Coach at the High School, beginning 3/31/2025. \$4,435 step 1 stipend.
    3. Kaycee Welch, Special Ed EA PCA for 7 hours/day at the NCEC, beginning 3/10/2025-6/6/2025. Step 2-\$18.73/hr. + prorated PCA Stipend.
    4. Nicholas Anderson, Assistant Boys Lacrosse Coach at the High School, beginning 3/31/2025. \$4,435 stipend.
    5. Shania Gjerdingen, Community School Student Site Assistant for up to 12 hours/week at Spring Creek, beginning 2/24/2025-5/15/2025. Student Step 1-\$15.66/hr.
    6. Jessica Jasper, Special Ed EA PCA for 6.50 hours/day and General Ed EA for .50 hours/day at the High School, beginning 3/10/2025. Step 1-\$18.33/hr. Plus prorated PCA stipend.
    7. Jessica Watne, Assistant Track Coach at the Middle School, beginning 4/1/2025. \$2,772 stipend
  - ii. Increase/Decrease/Change in Assignment
    1. Natalie Amy, Girls Assistant Golf Coach at the Middle School, change to Girls Head Golf Coach at the Middle School, effective 4/1/2025. \$3,326 stipend
    2. Jake Odell, .25 Boys Assistant Tennis Coach at the High School, change to 1.0 Boys Assistant Tennis Coach at the High School, effective 3/24/2025.
    3. Sophia Ranslow, Special Ed EA PCA for 6.5 hours/day at the NCEC/Greenvale Park, change to Special Ed EA PCA for 6.5 hours/day at Greenvale Park, effective 2/19/2025.
    4. Jon Whitney, Teacher at the High School, add Boys Head Golf Coach at the Middle School, effective 4/1/2025. \$3,326 Stipend.
    5. Michael Shaeffer, Special Ed/Gen Ed EA for 7.0 hours/day at the High School, change to Special Ed/Gen Ed EA for 6.75 plus Special Ed Bus Duty for 1.25 hours/day at the High School, effective 04/03/2025 through 6/6/2025.
    6. Carina Zick, Special Education EA/PCA at Spring Creek, add 1.75 hours/day for extracurricular EA/PCA duties, beginning 4/7/2025 through 5/23/2025.
  - iii. Leave of Absence
    1. Laura Little, Child Nutrition Associate I at the Middle School, Leave of Absence beginning 2/3/2025 through the 2024-2025 school year.
    2. Emily Shroyer, Teacher at Greenvale Park, FMLA Leave of Absence beginning on 8/25/2025 and continue through the 2025-2026 school year.
    3. Mason Zick, .50 FTE PE Teacher at the Middle School, medical leave of absence beginning 2/20/2025 and continuing for up to 8 work weeks.
    4. Jerry Jarvis, Custodian Engineer at the District Office and NCEC, FMLA Leave of Absence beginning 2/21/2025 and continue for 4 to 6 work weeks.
    5. Carol Reed, RN at the Middle School, leave of absence through the end of the 2024-2025 school year.
  - iv. Retirements/Resignations/Terminations
    1. Jake Odell, Boys Assistant Tennis Coach at the Middle School, resignation effective 2/14/2025. Taking coach position at the High School.

8. Items for Individual Action

- a. 2025-2026 Operating Capital and Long-Term Facilities Maintenance Budget. On a motion by Gonzalez-George, seconded by Epstein, the board approved the 2025-2026 Operating Capital and Long Term Facilities Maintenance Budgets as presented at the February 10, 2025 board meeting.

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$3,593,014	\$3,324,617
Long-Term Facilities Maintenance	\$1,318,809	\$1,289,150

- b. Long-Term Facilities Maintenance Ten Year and Indoor Air Quality Management Plan. On a motion by Butler, seconded by Nelson, the board approved the Long Term Facilities Maintenance Ten Year Plan and the Indoor Air Quality Management Plan as presented at the February 10, 2025 board meeting.
- c. Resolution Relating to \$39,000,000 General Obligation School Building Bonds, Series 2025A; Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment Thereof. On a motion by Butler, seconded by Quinnell, the board approved the Resolution Relating to \$39,000,000 General Obligation School Building Bonds, Series 2025A; Authorizing Issuance, Awarding Sale, Prescribing the Form

and Details and Providing for the Payment Thereof as presented. Voting 'yes' was Butler, Epstein, Nelson, Quinnell, and Gonzalez-George. No one voted 'no.'

- d. Change Order Procedures for the NHS Reimagine Project. On a motion by Nelson, seconded by Epstein, the board adopted the change order limits initially presented at the February 10, 2025 board meeting for the Reimagine Northfield High School project associated with the November 5, 2024 bond referendum. Change orders may be inevitable and, therefore, these guiding principles and procedures are recommended to provide authority to individuals, groups, and/or committees to keep projects advancing efficiently and expeditiously.

Change Order Process:

Administrative authority: The administration may authorize change orders estimated to be less than \$100,000 when the superintendent, director of finance, and director of buildings and grounds all agree that the change order is necessary, feasible, and within the contingency budget.

Project oversight committee: The project oversight committee may authorize change orders estimated to be at least \$100,000 but less than \$175,000 when all of the attendees at a project oversight committee meeting agree that the change order is necessary, feasible, and within the contingency budget.

School board: The school board will consider approving change orders estimated to be \$175,000 or more or when a change order is recommended but not approved by the administration or project oversight committee.

Reporting: The superintendent will report all change orders to the school board during the next regular meeting as part of the construction update report.

- e. Policy Committee Recommendations. On a motion by Butler, seconded by Quinnell, the board approved the policy committee's recommended updates to policies 406, 407, 408, 519, 614 and 701 as presented.
- f. Policy 522: Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process. On a motion by Gonzalez-George, seconded Epstein, the board approved reverting Policy 522 to the 2022 version. This action aligns the district's policy with the 2020 Title IX rules to comply with a January 2025 federal court ruling that vacated the 2024 Title IX rules. Additional work will take place to ensure alignment with corresponding forms and handbooks.

9. Items for Information

- a. Construction Update No. 6. Superintendent Hillmann provided an update on the NHS construction project.
- b. American Indian Parent Advisory Committee Vote of Concurrence. Superintendent Hillmann shared the American Indian Parent Advisory Committee's vote of concurrence.

10. Future Meetings

- a. Monday, March 10, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Tuesday, March 11, 2025, 6:00 p.m., Priority Based Budget Process Public Input Meeting, NHS Auditorium
- c. Monday, April 14, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- d. Monday, April 28, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Quinnell, seconded by Nelson, the board approved to adjourn at 6:35 p.m.



Amy Goerwitz  
School Board Clerk