

INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
Monday, February 25, 2019 7:00 PM  
Northfield High School, Media Center

**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. Legislative Update
- VI. Committee Reports
- VII. Consent Agenda
  - A. Approval of Minutes
  - B. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4
  - C. Personnel Items
- VIII. Superintendent's Report
  - A. Items for Individual Action
    1. 2019-2020 Operating Capital and Long-Term Facilities Maintenance Budgets
    2. 2018-19 Unprecedented Winter Weather Planning
- IX. Items for Information
  - A. Educational Assistant Recognition Week is March 4-8, 2019
  - B. Construction Update #4
  - C. Achievement and Integration Revenue
  - D. Work Session Scheduling: Tuesday, March 19, 2019
- X. Future Meetings
  - A. Monday, March 11, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
  - B. Monday, April 8, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
  - C. Monday, April 22, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- XI. Adjournment

**NORTHFIELD PUBLIC SCHOOLS  
MEMORANDUM**

Monday, February 25, 2019, 7:00 PM  
Northfield High School Media Center

**TO: Members of the Board of Education**  
**FROM: Matthew Hillmann, Ed.D., Superintendent**  
**RE: Explanation of Agenda Items for the February 25, 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. Legislative Update  
Superintendent Hillmann will provide a legislative update and review of Governor Walz's budget that was announced on February 19, 2019.
- VI. Committee Reports  
Ellen Iverson will provide an update on the District Youth Council, and Tom Baraniak will update the Board on the Northfield Human Rights Commission.
- VII. 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 February 11, 2019.
  - B. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4  
The District has been contacted by the City of Northfield, the sponsor of the July 4th fireworks display, for permission to use the green space between Northfield Middle School and Bridgewater Elementary School for the fireworks display. The School District has granted permission for this activity and waived the ban of fireworks on School District property in the past.
  - C. Personnel Items
    - a) Appointments
      - 1. Daniel Foley, 1.0 FTE Long Term Substitute Third Grade Compañeros Teacher at Sibley, beginning 04/02/2019-05/14/2019; MA+30, Step 15
      - 2. Jessica Huebsch, 1.0 FTE Administrative Support Assistant Class IV at Bridgewater, beginning 03/04/2019; Class IV Step 3-\$20.23/hr.
    - b) Increase/Decrease/Change in Assignment

1. Lori Berg, CNAI for 3.75 hours/day at the High School-\$17.58/hr., change to CNAII for 5.5 hours/day at the High School-\$18.58/hr., effective 02/13/2019-03/14/2019 then 6.25 hours/day from 3/15/2019-4/25/2019. \$18.58/hr.
  2. Russel Boyington, Community School Evening Site Assistant at Greenvale Park, add Community School Evening Club Leader for 1 hour on Tuesdays at Greenvale Park, effective 02/19/2019-05/14/2019; \$21.01/hr.
- c) Leave of Absence
- d) Retirements/Resignations/Terminations
1. Kati Awad, General Ed EA at Sibley, unable to accept position, effective 01/22/2019.
  2. Brynne Stellner, Assistant Track and Field Coach at the High School, resignation effective 2/14/2019.

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

## VIII. Superintendent's Report

### A. Items for Individual Action

1. 2019-2020 Operating Capital and Long-Term Facilities Maintenance Budgets. Director of Finance Val Mertesdorf will review the 2019-2020 Operating Capital and Long-Term Facilities Maintenance Budgets presented at the February 11th Board meeting.

**Superintendent's Recommendation:** Motion to approve the 2019-2020 Operating Capital and Long-Term Facilities Maintenance Budgets as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,966,791	\$1,926,197
Long-Term Facilities Maintenance	\$1,528,531	\$1,127,078

2. 2018-19 Unprecedented Winter Weather Planning

Superintendent Hillmann will review district cancellations due to inclement weather, clarify state requirements for minimum instructional days and hours, provide an update on flexible learning days, and recommend a plan to sustain the minimum number of required days and hours for the 2018-19 school year.

**Superintendent's Recommendation:** Motion to continue replacing full-day closures with flexible learning days for the remainder of the 2018-19 school year and identify June 10 and 11, 2019, as targeted student make-up days should there be more than five additional full-day closures.

## IX. Items for Information

- A. Educational Assistant Recognition Week is March 4-8, 2019. This week has been designated as Educational Assistant Recognition Week. Educational Assistants provide services in a variety of positions within schools, including support for instruction and individual students, student activities, and numerous tasks that contribute to educational success. The support and services provided by educational assistants are integral to improving student achievement and increasing the effectiveness of Minnesota schools.
- B. Construction Update #4. Superintendent Hillmann will provide an update on the District's construction projects.
- C. Achievement and Integration Revenue. Superintendent Hillmann and Director Mertesdorf will share information about the District's eligibility for the State's Achievement and Integration Revenue program.
- D. Work Session Scheduling: Tuesday, March 19, 2019. Superintendent Hillmann will review a proposed work session tentatively scheduled for Tuesday, March 19, 2019, from 5 pm-7 pm.

## X. Future Meetings

- A. Monday, March 11, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, April 8, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, April 22, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

## XI. Adjournment

A photograph of the Wisconsin State Capitol building, featuring a large white dome with a golden top and a central golden sculpture. The building is set against a clear blue sky. A wide set of stone steps leads up to the entrance. The text "Legislative Update" is overlaid in large white font across the middle of the image.

# Legislative Update

February 25, 2019



# Split Government

The only split legislative branch in the United States



# Governor's Budget

"One Minnesota"

# Governor's Budget

- 3% and 2% basic formula increase
- \$77 million for Special Education cross-subsidy maintenance
- School Safety levy increase
- Full-service community schools
- Board renewal of operating levies

# Other Items

- Opportunity reboot
- Snow day relief?
- Inflation on the basic formula?
- Farm-to-School



# Legislative Advocacy

- Representative Craig's office
- MASA and SEE legislative visits
- Local town halls

# Budget for One Minnesota



## EDUCATION

**In total, the Budget for One Minnesota represents an investment of \$733 million in additional pre-K through grade 12 education funding over the next two years.**

Our schools, educators and teachers work hard every single day to give the best education to our students. Yet, we all know they need more. That is why Governor Walz and Lt. Governor Flanagan are proposing a comprehensive Budget for One Minnesota to address the many needs of our students. Meeting students' needs starts with stable funding our schools can rely on. With a stable foundation, our schools can add in additional supports their student's need – counselors, high-quality teachers, wrap-around services and more. Our students do not come to us in pieces, and we cannot keep educating them as if they do. The Budget for One Minnesota puts Minnesota on track to meet the unique needs of each of our students every day.

### STABILIZE EDUCATION FUNDING



#### **Increase state funding for every school**

The governor recommends increasing the basic formula by 3 percent in the first year of the biennium and 2 percent in the second, for a total new investment of \$523 million. The general funding formula is the biggest source of state aid to schools in Minnesota and affects every student in the state. It is also the most flexible aid schools receive, allowing them to make local decisions to meet the unique needs of each student and school. Other financial streams build off the formula, multiplying the impact for all students across the state.



#### **Keep preschool open for 4,000 4-year-olds**

Voluntary prekindergarten funding for 4,000 students in 140 schools across 80 school districts and charter schools is set to expire under current law. The governor's proposal invests \$59 million to keep these preschool doors open. Free, high-quality preschool programs save families thousands of dollars. Studies have shown preschool participation has impressive and long-lasting benefits for low-income students, including increased high school graduation rates and employment rates, and decreased incidences of special education and incarceration rates.



#### **Stop unfunded special education costs from rising**

As costs for serving students receiving special education services continue to rise, school districts increasingly have to take money from their general fund to cover

special education services, called the special education cross-subsidy. The average cross-subsidy for Minnesota school districts is \$830 per student. Without action, this gap is projected to grow to \$897 per student, for a total gap of \$793 million statewide by 2021. Governor Walz's budget stops this gap from growing by investing \$77 million in new special education funding and preserves the buying power of basic formula dollars – which, in turn, provides relief from the increasing cost pressures on school districts so they can better serve all students.



### **Renewal local funding for schools**

Our communities continue to step up for their local schools because they believe in the power of a great education. The governor recommends allowing locally elected school boards to continue future operating referenda by board action.

Ninety percent of school districts have an operating referendum and the vast majority are re-approved every 10 years. This would allow schools to save the time and expense of a future campaign, while protecting local control by giving voters information about the renewal on the ballot.



### **Improve and address school safety**

Students need to feel safe at school in order to learn. Governor Walz's budget invests \$26 million in school safety funding to address safety concerns and help prevent incidents from occurring. These flexible funds can be used to add school counselors, support staff, facility security measures or monitoring systems to meet the unique needs of their buildings and their students.



### **Listen to teachers, educators and education advocates about school funding**

State funding to Minnesota schools has eroded over the past 15 years, and no one knows that better than the people working in our schools every single day. The governor recommends convening a School Finance Task Force to address funding issues with the help of Minnesotans who work in our schools every day.

## **SUPPORT OUR STUDENTS WHERE THEY ARE**



### **Bolster support system for Minnesota's schools**

Minnesota's Regional Centers of Excellence provide on-the-ground assistance to districts and schools. Regional centers in Marshall, Rochester, Sartell, Fergus Falls, Thief River Falls, and Mountain Iron support struggling schools through evaluation, training and long-term planning. Specialists with expertise areas such as math, reading, special education, English language development, equity, graduation support, implementation, data analysis, school leadership and district support deliver a wealth of support and services straight to schools to meet their goals. In 2015, the centers were named one of Harvard Ash Center's Top 25 Innovations in Government. Governor Walz's budget increases the capacity of the Regional Centers to reach more schools to meet the unique needs of students across the state.



### **Expand Full-Service Community Schools**

Students can't read if they don't have the right prescription glasses. They can't focus if they haven't eaten. Our students don't come to us in pieces, and we can't educate them as if they do. Full-Service Community Schools provide a wide variety of support to students to help them succeed in the classroom. Research shows that community schools can contribute to improved academic performance, especially for mathematics. Governor Walz's budget invests \$8 million over four years for full-service community schools, allowing schools to meet the needs of the whole child to spur academic growth and opportunity.



### **Create more second chances for incarcerated youth and other at-risk students**

A second chance for an adult can mean a first chance for kids. Minnesotans' lives cross between multiple government services. In order to better serve our incarcerated or at-risk youth, the governor recommends funding a *second chance agency director* at Minnesota Department of Education. The director will coordinate services between Minnesota Department of Education, Office of Higher Education and Department of Corrections to design innovative solutions that focus on preventing incarceration or recidivism and developing pathways to success.



### **Lift-up students experiencing homelessness**

Homelessness and housing instability present significant challenges for students and their academic success. Students experiencing homelessness are nearly twice as likely to receive special education services, have far lower attendance rates than their housed peers, and are less likely to demonstrate reading proficiency by third grade. Governor Walz's budget adds support for schools to better meet the needs of nearly 9,000 students experiencing homelessness that are not being covered by federal funding.

## **SUPPORT FOR AMERICAN INDIAN STUDENTS**



### **Stabilize and equalize support for American Indian Tribal Schools**

For too long, our American Indian Tribal schools have been left wondering what their next year of funding will entail. Governor Walz's budget stabilizes and equalizes funding for students in tribal contract schools, protecting them from an almost 50 percent funding cut, and keeping funding levels linked to the general education formula. More equitable and predictable funding lays the foundation for continued growth and opportunity for our students.



### **Build partnerships with Tribal leaders for our American Indian students**

The Tribal Nations Education Committee (TNEC) serves a critical role in consulting with schools and districts that do not have a Tribal Nation nearby, but still serve American Indian students. Consulting with Tribal representatives regarding programming for American Indian students is required under the federal Every Student Succeeds Act. TNEC does not currently receive any state or federal funds for the costs related to

consultation. The governor's proposal would support the TNEC in its vital role of advocating for the best interest of American Indian students, creating avenues for partnership and collaboration across governments.



### **Increase the number of American Indian teachers in Minnesota**

The Minnesota Indian Teacher Training Program provides grants to four colleges to launch American Indian students into teacher education programs. Governor Walz recommends clarifying the uses of the funding uses to ensure more American Indian teacher candidates can take advantage of this critical support on their pathway to becoming a teacher.

## **DATA-DRIVEN SOLUTIONS**



### **Make data-driven decisions**

Continued emphasis on data-driven decision-making to improve student learning is growing. Dedicated staff are needed to support educators, state programs, legislators and stakeholders in understanding, analyzing, and interpreting education data. The governor recommends increasing funding to better use data in setting goals, making policy decisions, and improving teaching and learning in the classroom.



### **Helping schools improve through the arts**

Turnaround Arts is a national initiative that supports high-need schools in using the arts as a tool for school transformation, which has shown promising impacts on academic achievement, including reading and math proficiency. The Kennedy Center for the Arts provides financial support directly to schools to support artist residencies, staff training and community engagement, along with grants for musical instruments, arts supplies, and licenses for musical theater. Currently, there are six schools across Minnesota designated as Turnaround Arts Schools.



### **Streamline data collection**

In 2016, the Minnesota Legislature passed the All Kids Count Act, which requires MDE to report graduation rates, results of the Minnesota Comprehensive Assessments (MCAs), and more, by detailed ethnicity of students. This launched a discussion of the limitations of current student data systems. For example, demographic data collection does not connect to the Minnesota Common Course Catalog, which details classes offered at a school, meaning the department cannot report on how many students of color or American Indian students have access to a well-rounded education. The department applied for and was awarded a five-year federal grant to help fund the development of a data collection system to collect accurate detailed demographic information. This proposal will allow more data systems to connect to each other to provide a full picture of the programming and supports available to students across Minnesota.

## RECRUIT AND RETAIN QUALITY EDUCATORS



### **Raise the professionalism and quality of our teaching workforce**

Currently, Minnesota ranks 33rd in the nation with 483 National Board Certified Teachers (NBCT). The governor recommends funding a new position at the Minnesota Department of Education to conduct stakeholder engagement and draft a plan to double the number of NBCT in Minnesota by 2023, bringing the highest quality of teaching to more Minnesota students.



### **Recruit and retain quality educators**

To address the teacher shortage overall—and shortage of teachers of color and American Indian teachers in particular—the governor recommends the following in order to support student teachers, attract new teacher candidates, and retain teachers.

- Fund \$3.6 million in student teacher grants, provided by the Office of Higher Education, to support student teachers from low-income families who intend to teach in a shortage area after receiving their teaching license or who belong to an underrepresented racial or ethnic group. This proposal will fund up to 230 student teachers, including at least 84 teacher candidates of color or American Indian teacher candidates.
- Invest \$366,000 in expanded concurrent enrollment grants to provide “Introduction to Teaching” courses for high school students to explore teaching as a career choice. The student population averages 33.5 percent students of color or American Indian students.
- Allocate \$4 million in grants to create mentoring, induction and retention incentives for teachers of color. These funds can be used to retain teachers by paying stipends to mentor teachers, spreading best practices by creating professional learning communities focused on supporting diverse teachers, and supporting licensed and non-licensed educator participation in professional development.
- Broaden non-traditional pathways to teacher licensure known as “Grow Your Own” grants to more school districts, requiring that grants focus on teacher candidates of color or American Indian teacher candidates.



## Committee Report

*Board of Education*

**Name:** Ellen Iverson

**Committee:** District Youth Council

**Date Submitted:** 2/20/2019 21:31:41

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At the February 13th meeting, the DYC shared an impressive set of summaries from youth reports that included observations and reflections related to three Board meetings and two sub-committees (1) diversity and inclusion and (2) policy. The council had an extended discussion related to two of the January 28th Board topics: flexible learning days and student devices. In regards to flexible learning days, youth expressed their perceptions related to the variation in types of assignments and amount of time needed on assignments for different classes, when assignments are posted, how assignment completion reflects attendance, and questions about the student survey results presented at the Board meeting. The council also discussed their different opinions and preferences related to iPads and touchscreen Chromebooks.



## Committee Report

*Board of Education*

**Name:** Tom Baraniak

**Committee:** Northfield Human Rights Commission

**Date Submitted:** 2/20/2019 22:18:14

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This was my first meeting as school board liaison to the Human Rights Commission. There were a couple new members of the community present so City Administrator Ben Martig showed a video and gave a quick new commissioner orientation.

This was followed by Bruce King, Assistant to the President and Chief Diversity Officer at St. Olaf College and Joe Hargis, Associate Vice President for External Relations and Director of College Communications at Carleton College discussing the proposal of celebrating Indigenous Peoples Day in place of Columbus Day. This is at the beginning stages but they envision this engaging the entire community including the schools. They have requested an opportunity to present their idea to the school board.

There was discussion of Martin Luther King Day celebrations as to how they went and whether any changes might be needed.

Northfield High School student Youth Rep Chloe Thomas-Green talked about the newly formed Black Student Union in the high school. They have meetings during Flex hour on Wednesdays for any students who want to attend. Among other topics they discuss is what it means to be Black in Northfield. Chloe also talked about the recent racial incident at Owatonna High School.

There was concern expressed that the high school teacher training on race equity was an optional program and they wondered if it should be given a higher priority.

There was concern that with the new Greenvale school that there would be a loss of the existing park space, which could be perceived as an equity issue.

There was concern about extra-curricular activity barriers, be it racial, cultural, or economic.

Ben Martig mentioned the possibility of purchasing headphones that non-English speaking people would wear to hear a live translation at public events. He estimates the cost as \$5000 to \$8000 if the funds can be raised. He sees this device for community use, for example at churches or school events.

Green Card Voices is requesting an opportunity to discuss their mission with the school board. Their mission is to put a human face on immigrants and the immigration debate.

Officers were elected. Mar Valdecantos was elected chair, Justin London Vice Chair, and Angelique Dietz Secretary. That concluded the meeting.



# 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, EarlyVentures 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

The 2018-19 winter season has been historic. Coming after a three-day stretch of extremely cold temperatures at the end of January, February 2019 is already the snowiest in Minnesota's state history. The District, like surrounding districts, have canceled classes eight times since January 28. These eight cancellations are in addition to the September 2018 cancellation for tornado cleanup.

### **Minimum Instructional Hours and Days Update**

At the February 11 board meeting, I reported the District's total number of hours compared to the total hours required by the State of Minnesota for public schools. While Northfield still has almost 16 hours above the state minimum, we have learned that state statute requires **both** 165 days and 1,020 hours for secondary students (935 for elementary students.) With the February 20th cancellation, Northfield would have 165 days of instruction if there were **no additional cancellations**.

### **Flexible Learning Days**

Since 2018-19 was intended to be a pilot year for Northfield's flexible learning days, the District had not originally intended to use the MDE's eLearning Day mechanism to officially count the days for instruction. As reported at the February 11, 2019 board meeting, the pilot has received positive overall reviews from parents and teachers. Considering the initial success of the adopted pilot plan and modest changes to the plan as a result of the pilot, the District intends to continue using flexible learning days in place of full-day cancellations for the remainder of the 2018-19 school year and begin counting them as instructional days. The District is able to count five days as "eLearning Days" but can implement more flexible learning days without counting them as instructional days for the purposes of state accounting. This will ensure that the District remains at the statutory minimum of 165 instructional days.

While the pilot has been well-received, the District will continue collecting data and analyzing their impact on various stakeholder groups. The Board will be asked to review flexible learning days and determine whether or not to continue the practice for the 2019-20 school year.

### **Preparing for the worst but hoping for the best**

If there are more than five additional school closings resulting in flexible learning days during the 2018-19 school year, the District would then need to reschedule an instructional day for June 10, 2019 and/or June 11, 2019. For clarity, this would mean the District would have had 15 school closures during the 2018-19 school year. While this is might appear unlikely, it is prudent to over plan.

### **Snow day relief?**

Governor Walz has been quoted in multiple news stories stating that school districts will not be penalized for making decisions to keep students and staff safe during this unprecedented winter. While there are limited financial ramifications (early childhood and targeted services funding) if a District drops below the 165-day and 1,020-hour minimums, it will take special legislation to relieve schools of the statutory requirements. There are bills being drafted to provide this relief for districts but this plan cannot be dependent upon that possibility.

### **Summary**

The Board is asked to affirm this plan to address additional full-day cancellations for the remainder of the 2018-19 school year.

**120A.41 LENGTH OF SCHOOL YEAR; HOURS OF INSTRUCTION.**

(a) A school board's annual school calendar must include at least 425 hours of instruction for a kindergarten student without a disability, 935 hours of instruction for a student in grades 1 through 6, and 1,020 hours of instruction for a student in grades 7 through 12, not including summer school. The school calendar for all-day kindergarten must include at least 850 hours of instruction for the school year. The school calendar for a prekindergarten student under section 124D.151, if offered by the district, must include at least 350 hours of instruction for the school year. A school board's annual calendar must include at least 165 days of instruction for a student in grades 1 through 11 unless a four-day week schedule has been approved by the commissioner under section 124D.126.

(b) A school board's annual school calendar may include plans for up to five days of instruction provided through online instruction due to inclement weather. The inclement weather plans must be developed according to section 120A.414.

**History:** *1Sp1997 c 4 art 6 s 3; 1998 c 397 art 1 s 36; art 6 s 124; 2000 c 500 s 1; 1Sp2003 c 9 art 2 s 3; 1Sp2011 c 11 art 1 s 3; 2013 c 116 art 1 s 2; 2015 c 21 art 1 s 14; 2016 c 189 art 27 s 1; 1Sp2017 c 5 art 1 s 1*

**120A.414 E-LEARNING DAYS.**

Subdivision 1. **Days.** "E-learning day" means a school day where a school offers full access to online instruction provided by students' individual teachers due to inclement weather. A school district or charter school that chooses to have e-learning days may have up to five e-learning days in one school year. An e-learning day is counted as a day of instruction and included in the hours of instruction under section 120A.41.

Subd. 2. **Plan.** A school board may adopt an e-learning day plan after consulting with the exclusive representative of the teachers. A charter school may adopt an e-learning day plan after consulting with its teachers. The plan must include accommodations for students without Internet access at home and for digital device access for families without the technology or an insufficient amount of technology for the number of children in the household. A school's e-learning day plan must provide accessible options for students with disabilities under chapter 125A.

Subd. 3. **Annual notice.** A school district or charter school must notify parents and students of the e-learning day plan at the beginning of the school year.

Subd. 4. **Daily notice.** On an e-learning day declared by the school, a school district or charter school must notify parents and students at least two hours prior to the normal school start time that students need to follow the e-learning day plan for that day.

Subd. 5. **Teacher access.** Each student's teacher must be accessible both online and by telephone during normal school hours on an e-learning day to assist students and parents.

**History:** *1Sp2017 c 5 art 1 s 2*

**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.
- The Bridgewater and Greenvale Park core planning teams met on Thursday, February 14. Both core teams will meet again on Thursday, February 21, and the Greenvale Park team will have an extended meeting due to a previous weather related meeting cancellation.