NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for March 8, 2021, Regular School Board Meeting

VI. Consent Agenda
D. Personnel
   a) Appointments
   9. Innana Antley, 1.0 FTE EarlyVentures Teacher at the NCEC, beginning 3/15/2021; Step 4-$18.29/hr.
   10. Luis Diaz, Community School Club Leader for up to 3 hours/day for 2 days/week at Greenvale Park,
       beginning 3/11/2021-6/10/2021; $22.27/hr.
   11. Courtney Gilomen, Special Ed EA-PCA for 6.75 hours/day at Greenvale Park, beginning 3/15/2021;
       Spec Ed Step 3-$16.75/hr.
   12. Brianna Theis, Special Ed EA-PCA for 6.75 hours/day at the Middle School, beginning 3/12/2021;
       Step 1-$16.05/hr.
   13. Craig Wasner, Rock N Roll Revival-Band Leader for 2 hours/day at the High School, beginning
       3/8/2021; Level F, Step 10
   14. Kathy Wiertjes-Miller, .65 FTE Licensed School Counselor at the High School, beginning
       3/4/2021-6/10/2021; MA40, Step 15
   b) Increase/Decrease/Change in Assignment
   12. Lucy Archibald, job share arrangement for the Bridgewater Elementary nurse position will continue
       through the 2021-22 school year.
   13. Brittany Braucher, CNA I- on Leave of Absence at the High School, change to CNA 1 for 3.75
       hours/day at the High School, effective 3/30/2021.
   14. Courtney Gilomen, Special Ed EA-PCA at Greenvale Park, add General Ed EA 0.5 hours/day at
       Greenvale Park, effective 3/15/2021; Gen Ed Step 3-$16.17/hr.
   15. Melody Leidall, job share arrangement for the Bridgewater Elementary nurse position will continue
       through the 2021-22 school year.
   c) Leave of Absence
   2. Mark Johnson, Teacher at the Middle School, Extended Leave of Absence for 3 years starting with
      the 2021-2022 school year.
   3. Paula Seeberg, Teacher at Sibley, Extended Leave of Absence for 3 years starting with the
      2021-2022 school year.
   5. Earl Weinmann, Teacher at the Middle School, Extended Leave of Absence for 3 years starting with
      the 2021-2022 school year.
   d) Retirements/Resignations/Terminations

E. Grant Application Approval
Director Bailey is requesting School Board approval of a $32,000.00 grant request from Northfield
United Way. PRIMEtime provides low-income and at-risk Northfield children with free mentoring,
tutoring, skill-building workshops, and cultural enrichment programs after school and over the
summer. The target population includes children at risk of academic failure and low-income youth
receiving free/reduced price lunches. If received, this grant will provide after school and summer
enrichment to over 850 Northfield youth in Kindergarten through 8th grade July 1, 2021 - June 30,
2022.
Grant Application Approval Form

March 8, 2021

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed with the Grant Coordinator along with a copy of the completed grant proposal. All proposals must:

- Support the District’s mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

### Grant Proposal Information

<table>
<thead>
<tr>
<th>Project Title</th>
<th>PRIMEtime Kindergarten – 8th grade</th>
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<tbody>
<tr>
<td>Project Period</td>
<td>From: July 1, 2021 To: June 30, 2022</td>
</tr>
<tr>
<td>Funding Source</td>
<td>Northfield United Way</td>
</tr>
<tr>
<td>Application Deadline</td>
<td>March 15, 2021</td>
</tr>
<tr>
<td>List all Grant Applicants</td>
<td>PRIMEtime Collaborative</td>
</tr>
<tr>
<td>School/Department</td>
<td>Northfield Community Services</td>
</tr>
<tr>
<td>Contact Person</td>
<td>Erin Bailey Phone No. 507-664-3652</td>
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</tbody>
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### Project Information

**Brief Proposal Description**

PRIMEtime (Preparing Responsible Individuals through Mentoring and Enrichment) provides low-income and at-risk Northfield children with free mentoring, tutoring, skill-building workshops, and cultural enrichment programs after school and over the summer. The target population includes children at-risk of academic failure and low-income youth receiving free/reduced price lunches. Now in its eleventh year, PRIMEtime provides after-school and summer programming that will serve over 850 (unduplicated count) youth in Kindergarten through 8th grade next year.

**Project Goal (in one Sentence)**

Serving children in grades K-8, PRIMEtime programs will provide after school and summer enrichment to over 850 Northfield youth next year.

**List All Personnel Involved in Application**

Erin Bailey, Daryl Kehler, Sarah VanSickle and PRIMEtime Collaborative

### Budget Information

<table>
<thead>
<tr>
<th>Amount Requested</th>
<th>$32,000.00</th>
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<tbody>
<tr>
<td>Matching Funds</td>
<td>$371,589.00</td>
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<tr>
<td>Source of Matching Funds</td>
<td>$243,600 Northfield Public Schools Targeted Services, $124,489 21st Century Community Learning Center grant and $3,500 Northfield Public Schools Community Services Division</td>
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Required Documents Attached:  
1. Completed Application  
1. Rough Draft  
1. Summary of Application

![Signature]

Project Initiator Signature

![Signature]

Building Principal or District Administrator Signature

1. Approved by the School Board  
1. Not Approved by the School Board Date