

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

March 12, 2018

Northfield High School Media Center

- I. Call to Order  
Board Chair Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Colangelo, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen.
- II. Agenda Changes / Table File  
Table file was added.
- III. Public Comment  
No public comment.
- IV. Approval of Minutes  
On a motion by Hardy, seconded by Iverson, minutes of the Regular School Board meeting held on February 26, 2018, were unanimously approved.
- V. Announcements and Recognitions
  - Congratulations to 8th grade middle school student Ava Becken for coming in grand champion at the second round of spelling bee regionals in Rochester. Ava and her family will be traveling to Washington DC in late May so she can compete in the National Spelling Bee. Ava's winning word was TRITURATE.
  - Congratulations to Junior Logan Ledman, who competed in the Veterans of Foreign Wars (VFW) National Voice of Democracy competition in Washington DC on Monday, March 5. Logan took 7<sup>th</sup> place with his essay and speech titled "American History, Our Hope for the Future".
- VI. Items for Discussion and Reports
  - A. Teenagers & Sleep Presentation. Dr. Bryan Hoff presented research on teenagers and sleep, and how later school start times could provide academic, social, and emotional benefits. This presentation was the beginning of a longer discussion about how teenagers' changing sleep patterns impact their learning.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets.  
On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved the 2018-2019 Operating Capital and Long-Term Facilities Maintenance Budgets as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,958,454	\$1,903,316
Long-Term Facilities Maintenance	\$1,510,622	\$1,037,796
    2. Expansion of Contingency Fund.  
On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved expanding the contingency fund from 4.0 FTE to 6.0 FTE beginning with the 2018-19 school year.
    3. 2019-2020 School Year Calendar.  
On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the 2019-2020 school year calendar.
    4. Authorize Collective Letter to Legislators Regarding School Safety Measures.  
On a motion by Hardy, seconded by Goerwitz, the Board unanimously authorized the submission of the Board's collective letter to legislators regarding school safety measures.

B. Items for Consent Grouping

On a motion by Colangelo, seconded by Hardy, the Board unanimously approved the following items listed under the Consent Grouping.

1. Financial Report - January 2018.

The Board approved paid bills totaling \$1,493,148.42, payroll checks totaling \$2,876,297.67, bond payments totaling \$5,228,817.71, and the financial reports for January 2018.

2. Gift Agreements.

The Board approved two gift agreements:

- A \$1,990.40 donation for the Greenvale Park Elementary Spanish books.
- A \$1,900.00 donation for the Greenvale Park Elementary Learning A-Z subscription.

3. Boys Lacrosse Cooperative Agreement with Arcadia Charter School.

The Board approved the addition of Arcadia Charter School to the Boys Lacrosse cooperative for the 2017-2018 school year.

4. Personnel Items

a) Appointments

- (1) Brian Auge, Behind the Wheel Instructor with Community Services, beginning 3/12/2018; \$23.75/hr.
- (2) Kristi Huettl, Summer PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Yr. 7-\$27.73/hr.
- (3) Ava O'Hara-Brantner, Spring Recreation with Community Services, beginning 03/05/2018-05/31/2018; Swim Aide \$9.65/hr.; Lifeguard \$10.00/hr.; Aquatics Class Lead \$10.50/hr.
- (4) Richard Truman, Behind the Wheel Instructor with Community Services, beginning 3/12/2018; \$23.75/hr.
- (5) Katrina Warner, Summer PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
- (6) Eileen King, Building Supervisor for up to 10 hours/week with Community Services, beginning 03/10/2018; \$15.50/hr.
- (7) Deborah Massey, Targeted Services PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Yr. 2-\$27.11/hr.
- (8) Amy Niebur, Targeted Services PLUS Teacher for up to 4.75 hours/day at Greenvale Park, beginning 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.

b) Increase/Decrease/Change in Assignment

- (1) Charlie Alvarez, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
- (2) Sheila Atkinson, EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
- (3) Ritva Barsness, CNA III for 6.5 hours/day at Greenvale Park, change to CNA III for 7 hours/day at Greenvale Park, effective 09/01/2016.
- (4) Elizabeth Brewer, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
- (5) Matthew Crase, Special Ed EA at the Middle School, Add Assistant Track Coach at the Middle School, effective 04/03/2018; Level I, Step 1
- (6) Meckenzie Dahle, Special Ed EA at the Middle School, Add Assistant Track Coach at the Middle School, effective 04/03/2018; Level I, Step 1
- (7) Janet Gannon, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/13/2018-08/03/2018; Step 4-\$13.78/hr.
- (8) Robert Garcia, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 8-\$28.22/hr.
- (9) Michael Garlitz, EA/Volunteer Coordinator at Bridgewater/Accelerate, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 3-\$13.22/hr.
- (10) Cecelia Green, CNA II at the High School, add Summer CN Lead for 4 days/wk at Greenvale Park, effective 06/11/2018-08/17/2018; \$19.40/hr.
- (11) Jackie Groth (Tuma), EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
- (12) Rich Guggisberg, Teacher at Sibley, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.



- (13) Garrick Hoekstra, EA at the Middle School, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
- (14) Mitzi Holden, EA at Greenvale Park, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
- (15) Kristin G. Johnson, On-call Teacher Substitute with the District, change to Full-time Substitute with the District, effective 03/08/2018-06/08/2018; \$25.00/hr.
- (16) Anna Kelly, EA at Greenvale Park, add Summer PLUS Club Leader for up to 1.75 hours/day M-Thur. at Greenvale Park, effective 06/18/2018-08/02/2018; \$20.49/hr.
- (17) Anna Kelly, EA at Greenvale Park, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 3-\$13.22/hr.
- (18) Sara Mikkelsen, Teacher at the Middle School, contract reduced to .80 FTE beginning with the 2018-2019 school year.
- (19) Lori Mullen, CNA III at Bridgewater, add Summer CNA for 4 days/wk at the Middle School, effective 06/14/2018-08/03/2018; \$16.52/hr.
- (20) Arlette Nelson, EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
- (21) Ashley Patterson, School Psychologist for .75 FTE at Longfellow, add .25 FTE ECSE LEAD at Longfellow, effective 03/06/2018-06/15/2018.
- (22) Dustee Phenow, Teacher at Bridgewater, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 4-\$27.73/hr.
- (23) Leah Sand, Phy-Ed/MTSS Teacher at the High School, add an overload for Health 2<sup>nd</sup> semester at the High School, effective 1/29/2018-06/08/2018.
- (24) Sandra Soto Perez, CNA I for 3.75 hours/day at Greenvale Park, change to Long term substitute CNA III for 7 hours/day at Greenvale Park, effective 04/04/2018-05/23/2018; \$19.51/hr.
- (25) Robyn Spillman, EA at Greenvale Park, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/2/2018; Step 4-\$13.78/hr.
- (26) Gina Swenson, Teacher at Sibley, add Summer PLUS Teacher for up to 4.75 hours/day at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 5-\$27.73/hr.
- (27) Ellen Trotman, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
- (28) Robert Benson, EA at Sibley, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 3-\$13.22/hr.
- (29) Marissa Gallardo, Student Site Assistant, add Summer PLUS Student Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; \$9.65/hr.
- (30) Amanda Heinritz, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
- (31) Matti Prayfrock, Site Assistant with Community Services, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 2-\$12.89/hr.
- (32) Anna Rubin, Teacher at Bridgewater, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 3-\$27.11/hr.
- (33) Jodie Rud, Teacher at Sibley, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 2-\$27.11/hr.
- (34) Ann Schmidt, CNA II and CNA III at the High School, add Summer CNA for 4 days/wk at Greenvale Park, effective 06/15/2018-08/03/2018; \$16.52/hr.
- (35) Josh Spitzack, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 4-\$27.73/hr.
- (36) Dee Tomczik, EA at Bridgewater, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 4-\$13.78/hr.
- (37) Karl Viesselman, Assistant Boys/Girls Track Coach at the High School, change to Interim Head Girls Track Coach at the High School, effective 03/12/2018-06/15/2018; Level A, Step 5

- (38) Margaret Wille, Site Assistant with Community Services, add Summer PLUS Site Assistant for up to 6 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Step 1-\$12.56/hr.
- (39) Kate Woodstrup, Teacher at Bridgewater, add Summer PLUS Teacher for up to 4.75 hours/day M-Thur. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr. 8-\$28.22/hr.

c) Leave of Absence Requests

- (1) Ruben Alvarez, Teacher at Greenvale Park, Family/Medical Leave of Absence for childcare beginning on or about 05/24/2018-through the end of the 2017-2018 School Year.
- (2) Ritva Barsness, CNA III at Greenvale Park, Family/Medical Leave of Absence beginning 04/04/2018-05/23/2018.
- (3) Clairborne Day, Teacher at Sibley, unpaid leave of absence effective for the 2018-2019 school year.
- (4) Joel Leer, Principal of the High School, Leave of Absence effective September through December of the 2019-2020 school year.
- (5) Tiffany Malecha, Teacher at Greenvale Park, unpaid leave of absence effective for the 2018-2019 school year.
- (6) Rhea Mehrkens, Teacher at the Middle School, unpaid leave of absence effective for the 2018-2019 school year.
- (7) Jacie Myers, Teacher at Greenvale Park, unpaid leave of absence for the 2018-2019 school year.
- (8) Allison Otte, Teacher at Sibley, unpaid leave of absence for the 2018-2019 school year.
- (9) Mary Robia, Teacher at the High School, .4 FTE leave of absence for the 2018-2019 school year.
- (10) Brigitte Tisdale, medical leave of absence through March 16, 2018, extended through March 23, 2018.

d) Retirements/Resignations/Terminations

- (1) Troy Cohrs, Head Girls Track and Soccer Coach, resignation effective 02/27/2018.
- (2) Scott Peterson, Teacher at the High School, resignation effective at the end of the 2017-2018 school year.
- (3) Correction: Bruce Dybvik, Technology Specialist at the High School, retirement date has been changed from 08/31/2018 to 07/15/2018.

5. Grant Application Approval

The Board approved a \$36,100 grant request for PRIMEtime to help fund after school and summer enrichment to over 850 Northfield youth in grades K-8 from July 1, 2018 - June 30, 2019.

VIII. Items for Information

- A. Enrollment Report: March 2018.
- B. Summary Minutes: Superintendent Hillmann reviewed a possible change to "Summary Minutes" for printed publication. A board may choose to publish a summary of a board meeting rather than the entire minutes. The summary must be accurate, clear, coherent, and include the "essential elements" of resolutions, financial statements, and other official actions. This will be an item for action at the April 9, 2018 Board meeting.

IX. Future Meetings

- A. Monday, April 9, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, April 23, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- NOTE: Previously scheduled March 26, 2018 Regular Board Meeting has been cancelled due to Spring Break.

X. Adjournment

On a motion by Quinnell, seconded by Iverson, the Board adjourned at 8:20 p.m.

Noel Stratmoen  
School Board Clerk