

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

April 23, 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: Goerwitz, Iverson, Pritchard, Quinnell and Stratmoen. Absent: Colangelo and Hardy.
- II. Agenda Changes / Table File
Table file was added.
- III. Public Comment
No public comment.
- IV. Announcements and Recognitions
 - The Northfield High School choir had an opportunity to perform with the Iowa City West choirs at the Basilica of St. Mary this past Saturday.
 - The Minnesota State Knowledge Bowl Meet is an annual, two-day academic quiz competition sponsored by the Minnesota Service Cooperatives. Northfield “Steel” finished 12/25 and Northfield “Chrome” finished 18/25 in Class AA, and Northfield “Steel” won the Heritage Spirit Award.
 - Congratulations to Emily Rhoades, Northfield High School Junior, for receiving a Congress-Bundestag Youth Exchange (CBYX) scholarship to study in Germany in 2018-19. This program is jointly funded and administered by the governments of the U.S. and Germany.
- V. Items for Discussion and Reports
 - A. Annual ThoughtExchange Report. Kailey Metcalf, Service Team Lead from ThoughtExchange, joined the Board via videoconference to share the “Discover” Step of the 2018 “Continue the Conversation” engagement process. We learned what conversations are important to the group and the most important things people are thinking about our schools. The top areas of concern identified this year were safety and security, class size, and technology. This information will be shared with the public and published in the District’s staff newsletter.
 - B. Proposed 2018-2019 Non-Operating Fund Budgets. The following proposed budgets for 2018-2019 were presented by Val Mertesdorf, Director of Finance:
 - Debt Service Fund accounts for the School District’s outstanding bonded indebtedness for past building construction and major capital projects. Revenues represent property tax levies, state credits, and a minor amount of interest. Expenditures represent principal and interest payments on bonds previously sold.
 - Trust Fund (Scholarship Fund) is used to record revenues and expenditures for trust agreements where the school board has accepted responsibility to serve as trustee as well as annual gifts and donations for student scholarships.No action was required by the Board.
 - C. Proposed 2018-2019 Internal Service Fund Budget. Director of Finance Val Mertesdorf presented the proposed 2018-2019 Internal Service Fund Budget. The purpose of this fund is to record the financial transactions of the District’s self-insured health and dental plans. No action was required by the Board.
- VI. Committee Reports
No committee reports.
- VII. Consent Agenda
On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved the following Consent Agenda items.
 - A. Minutes. Minutes of the April 9, 2018 Regular School Board meeting.

- B. Financial Report - February 2018. Bills totaling \$1,590,676.92, payroll checks totaling \$3,150,120.07, and the financial reports for February 2018.
- C. Gift Agreements.
- A \$1,545 Redcat Access sound system with one microphone at Greenvale Park Elementary.
 - A \$1,545 audio system to Hand In Hand Preschool.
- D. Personnel Items
1. Appointments
 - a) Correction: Sandra Fjelde, 1.0 FTE Technology Specialist with the district, beginning 04/25/2018. \$54,559 (prorated for 2017-18) + Step 4, \$2,000 (prorated for 2017-18).
 - b) Correction: Marianne Moser, 1.0 FTE General Education EA at the High School, beginning 04/12/2018. Step 2-\$15.08/hr.
 - c) Kristen Cade, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Bridgewater, beginning 07/23/2018-08/17/2018; Yr. 23-\$28.82/hr.
 - d) Brenda Canning, Targeted Services PLUS Teacher for up to 4.75 hours/day Mon.-Thurs. at Greenvale Park, beginning 06/18/2018-08/02/2018; Yr. 1-\$27.11/hr.
 - e) Molly Gainey, Targeted Services Summer BLAST Site Assistant for up to 5.5 hours/day at the Middle School, beginning 06/14/2018-07/26/2018; Step 2-\$12.89/hr.
 - f) Stephanie Hagberg, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Greenvale Park, beginning 07/23/2018-08/17/2018; Yr. 8-\$28.22/hr.
 - g) Gretchen Heil, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Greenvale Park, beginning 07/23/2018-08/17/2018; Yr. 11-\$28.22/hr.
 - h) Madelyn Hessian, Soccer Supervisor for 1 hour/day for 4 days/wk with Community Services, beginning 04/23/2018-05/31/2018; \$10.50/hr.
 - i) Kathleen Kopseng, 1.0 FTE Long Term Substitute Family and Consumer Science Teacher at the High School, beginning 04/18/2018-05/20/2018; BA +45, Step 15
 - j) Kathy Lansing, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Sibley, beginning 07/23/2018-08/17/2018; Yr. 2-\$27.11/hr.
 - k) Claudia Perez, Targeted Services Summer PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 06/14/2018-08/2/2018; Step 1-\$12.56/hr.
 - l) LuAnn Raadt, General Ed Structured Study Center EA at the High School, beginning 04/19/2018-06/08/2018; Gen Ed, Step 4-\$15.87/hr.
 - m) Patricia Rogne, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Sibley, beginning 07/23/2018-08/17/2018; Yr. 9-\$28.22/hr.
 - n) Caitlin Robertson, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Bridgewater, beginning 07/23/2018-08/17/2018; Yr. 1-\$27.11/hr.
 - o) Angela Schewe, Summer Bridges to Kindergarten Teacher for 4 hours/day, 4 days/wk at Bridgewater, beginning 07/23/2018-08/17/2018; Yr. 6-\$27.73/hr.
 - p) Anja Stromme, Targeted Services Summer PLUS Site Assistant for up to 6 hours/day as needed at the Middle School or Greenvale Park, beginning 06/18/2018-08/2/2018; Step 1-\$12.56/hr.
 - q) Correction: Madelyn Hessian, Spring Recreation Position with Community Services, beginning 04/23/2018-05/31/2018; \$10.00/hr.
 - r) Grace Acheson, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Track \$9.65/hr.
 - s) Griffin Amy, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Super Kids \$9.65/hr.
 - t) Zane Anway, EL Educational Assist for 7 hours/day at the Middle School, beginning 04/27/2018-06/08/2018; Gen Ed Step 1-\$14.74/hr.
 - u) Mairead Beithon, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Super Kids \$9.65/hr.
 - v) Mairead Beithon, Summer Aquatics with Community Services, beginning 05/30/2018-08/31/2018; Swim Aide \$9.65/hr., Lifeguard \$10.00/hr., Class Lead \$10.50/hr.

- w) *Jasper Blundred, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Baseball, T-Ball \$9.65/hr.
- x) Emily Garlitz, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Super Kids \$9.65/hr.
- y) Anika Guggisberg, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Softball Co-Supervisor \$10.00/hr., T-Ball \$10.00/hr.
- z) Isabele Hessian, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Super Kids, Softball and T-Ball \$9.65/hr., Ultimate \$10.50/hr.
- aa) Becca Hollister, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Lacrosse Supervisor \$10.50/hr.
- bb) William Kaul, Summer Maintenance Technician for 8 hours/day with the District, beginning 4/30/2018-approximately 10/31/2018; Step 5-\$14.00/hr.
- cc) Carl Ludewig, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Baseball, T-Ball \$9.65/hr., Ultimate Supervisor \$10.50/hr.
- dd) Bryce Malecha, Summer Aquatics with Community Services, beginning 05/30/2018-08/31/2018; Swim Aide \$9.65/hr., Lifeguard \$10.00/hr., Class Lead \$10.50/hr.
- ee) Connor Nagy, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Baseball, T-Ball, Super Kids and Track \$9.65/hr.
- ff) Grace Neuger, Summer Aquatics with Community Services, beginning 05/30/2018-08/31/2018; Swim Aide \$9.65/hr., Lifeguard \$10.00/hr.
- gg) Ella Palmquist, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Track \$9.65/hr.
- hh) Ella Palmquist, Summer Aquatics with Community Services, beginning 05/30/2018-08/31/2018; Swim Aide \$9.65/hr., Lifeguard \$10.00/hr., Class Lead \$10.50/hr.
- ii) Madeline Patterson, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Super Kids Supervisor \$10.50/hr.
- jj) Hunter Sannes, Summer Maintenance Workers for 8 hours/day with the District, beginning approximately 5/15/2018-approximately 9/14/2018; \$10.25/hr.
- kk) Rachel Taylor, Targeted Services Summer BLAST Site Assistant for up to 6 hours/day at the Middle School, beginning 06/14/2018-07/26/2018; Step 1-\$12.56/hr.
- ll) *Kendra Thompson, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Super Kids \$9.65/hr.
- mm) *Rebecca Wesley, Summer Recreation with Community Services, beginning 05/30/2018-08/31/2018; Track Supervisor \$10.50/hr.
- nn) Summer Recreation Position Hourly Rates #2660, Effective May 30, 2018 – August 31, 2018
 Madelyn Hessian – Ultimate Supervisor \$10.50, SUPER Kids \$9.65, Soccer \$9.65
 Beth LaCanne – Tennis Supervisor \$18.40
 Abby Borene – Tennis \$9.90
 Dezra Young – Tennis \$9.90
 Sarah Will – Tennis \$9.90
 Kate Adams – Soccer Supervisor \$10.50
 Andrew Pahs – Baseball & T-Ball Supervisor \$10.50
 Elizabeth Acheson – Track \$9.90
 Trent Swartwoudt – Track \$9.90
 River Dittrich – Skateboarding Supervisor \$10.90
 Lucas Herreid – Skateboarding \$9.90

Summer Recreation Position Hourly Rates #2661, Effective May 30, 2018 – August 31, 2018

- Trent Swartwoudt – Aquatics Supervisor \$10.90/hour
 Jan Otteson – Lifeguard \$10.90, WSI/Class Lead \$11.90
 Chantel Novak – Lifeguard \$10.90, Swim Aide \$10.50, Class Lead \$10.50
 Jonathan Pownell – Lifeguard \$10.65, Swim Aide \$9.90, Class Lead \$10.50
 Lauren Moravchik – Lifeguard \$10.40, Swim Aide \$9.65, Class Lead \$10.50
 Ava O'Hara-Brantner – Lifeguard \$10.00, Swim Aide \$9.65, Class Lead \$10.50

Summer Recreation Position Stipend Rates #2660, Effective May 30, 2018 – August 31, 2018

Trent Swartwoudt: \$500 per 2 – 3 min. marketing video X 2 = \$1,000 (recreation video & general Community Services video)

Mark Welinski: JTT, \$3,000 stipend

Marty Johnson: JTT, \$3,000 stipend

Fall/Winter/Spring Recreation Positions #2556, Effective April 30 – May 31, 2018

Mekenzie Bisel – Soccer Skills Now \$10/hour

2. Increase/Decrease/Change in Assignment

- a) Carolyn Manderfeld, EA at the Middle School, add Targeted Services Club Leader for up to 1.75 hours/day Mon.-Thurs., effective 06/18/2018-08/02/2018. \$20.49/hr.
- b) Darell Sawyer, Teacher at the Middle School, add Targeted Services Summer PLUS Teacher for up to 4.75 hours/day Mon.-Thurs., beginning 06/18/2018-08/02/2018; Yr. 2-\$27.11/hr.
- c) Tania Will, Activities Director at the High School, change to Instructional Coach at Sibley, effective 08/27/2018. MA +45, Step 15.
- d) Carol Beumer, Special Ed EA for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- e) Deb Budin, Special Ed EA for 6.5 hours/day at the High School, change to Special Ed EA-PCA-EBD Room for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- f) Caitlin Bushey, Teacher at Bridgewater, add Summer PLUS Teacher for up to 4.75 hours/day Mon.-Thurs. at Greenvale Park, effective 06/14/2018-08/02/2018; Yr.1-\$27.11/hr.
- g) Jann Deim, Special Ed EA-PCA for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- h) Susan Eidenschink, Special Ed EA-PCA for 6.5 hours/day at the High School, change to Special Ed EA-PCA-Resource Room for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- i) Stacy Garry, Gen Ed Literacy EA for 5.5 hours/day at Sibley, change to Special Ed EA-PCA for 6.75 hours/day at Sibley, effective 07/01/2018-Ongoing; Spec Ed Step 1.
- j) Abbie Geiger, Special Ed EA-PCA Temporary at Sibley, change to Special Ed EA-PCA at Sibley, effective 07/01/2018-Ongoing; Spec Ed Step 2
- k) Allison Harmer, Special Ed EA-PCA-temporary for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year and will be ongoing.
- l) Rachel Langer, Teacher at the Middle School, add Summer BLAST Teacher for up to 5.75 hours/day Mon.-Thurs. at the Middle School and Carleton, effective 06/18/2018-07/26/2018; Yr. 4-\$27.73/hr.
- m) Kimberly Luke, Special Ed EA-temporary for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year and will be ongoing.
- n) Alysha Lundquist, Long Term Substitute Teacher at the Middle School, add Summer BLAST Teacher for up to 5.75 hours/day Mon.-Thurs. at the Middle School and Carleton, effective 06/14/2018-07/26/2018; Year 1-\$27.11/hr.
- o) Anna Ochs, Special Ed EA for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- p) Deb Pack, Special Ed EA for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- q) Brent Rauk, Teacher at Bridgewater, add Summer BLAST Teacher for up to 2.75 hours/day Mon.-Thurs. at the Middle School and Carleton, effective 06/14/2018-07/26/2018; Yr.5-\$27.73/hr.
- r) Karen Roback, Special Ed EA for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year.
- s) Linda Wasner, Educational EA-PCA for 6.5 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective for the 2018-19 school year.

3. Leave of Absence Requests

- a) Erin Bailey, Community Services Director, Family/ Medical Leave for Childcare, effective on or about 06/14/2018-10/03/2018.
 - b) Taylor Rahman, EarlyVentures Teacher at Longfellow, Family/Medical Leave of Absence, effective 04/13/2018-05/11/2018.
 - c) Kathy Roth, Early Venture Teacher with Community Services, Family/Medical Leave of Absence effective 07/27/2017- on an intermittent basis for up to 60 work days.
 - d) Jenny Streefland, Guidance Counselor at the Middle School, Family/Medical Leave of Absence effective 04/02/2018-on an intermittent basis for up to 60 work days.
 - e) Cathy Bennetts, ADSIS Interventionist at Sibley, Family/Medical Leave of Absence, effective 4/18/2018-intermittent basis for up to 60 work days.
 - f) Anna Rubin, Teacher at Bridgewater, Family/Medical Leave for Childcare, effective on or about 10/12/2018-for 18 work weeks.
4. Retirements/Resignations/Terminations
- a) Patricia Baker, Office Specialist at Greendale Park, retirement effective 06/30/2018.
 - b) Laura Baltazar, Child Nutrition Associate I at the High School, resignation effective 04/26/2018.
 - c) Derek Docken, Educational Assistant at Sibley, resignation effective 4/28/2018.
 - d) Maggie Goldade, Early Intervention Teacher, resignation effective 06/30/2018.
 - e) Elizabeth McColley, EA at the High School, termination effective 04/17/2018.
 - f) Emily Morsching, EA with Community Services, resignation effective 4/18/2018.
 - g) Tabatha Lagro, CNA I at the High School, resignation effective 06/09/2018.
 - h) Brianna Malecha, Assistant Soccer Coach at the High School, resignation effective 4/21/2018.
5. Advancement of Probationary Licensed Staff
- Advancement of Licensed Staff to Tenure Status for 2018-19
Allison, Jennifer; Balow, Tyler; Banks, Stacie; Campbell, Anne; Crase, Danielle; Driscoll, Leah; Farm, Taylor; Hetzel, Sheila; Korynta, Mary (.75 FTE); Kruse, Ann; McLaughlin, Elizabeth; Puppe, Susan; Rud, Jodie; Trotman, Ellen; Vind, Laura; Whitney, Jon (.60 FTE)
- Advancement of Licensed Staff to Third Year Probationary Status for 2018-19
Foehrkolb, Kelley; Forbord, Jamie; Lorang, Rebecca; Roth, Kyle; Shepherd, Melissa; Soderlund, Amber; Stulken, Shelley
- Advancement of Licensed Staff to Second Year Probationary Status for 2018-19
Amy, Natalie; Baker, Ashley; Bushey, Caitlin; Golla, Dylan; Howard, Christine; Jones, Jennifer; Kremin, Megan; Kurtz, Renae; Link, Jennifer; Malecha, Becky; Maney, Mark Kate; Moening, Pamela; Molloy, Shawna; Sannes, Whitney; Sawyer, Jamin; Serie-Amunrud, Joy; Sherry, Lynsi; Sjoberg, Caroline; Stellner, Brynne; Waters, Katherine

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

VIII. Superintendent's Report

A. Items for Individual Action

1. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.

On a motion by Goerwitz, seconded by Quinell, the Board unanimously adopted the Resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teacher listed, effective at the end of the 2017-2018 school year. Voting "yes" was Goerwitz, Stratmoen, Quinell, Iverson, and Pritchard. No one voted "no".

2. Additional Licensed Special Education Staff for 2018-2019.

On a motion by Stratmoen, seconded by Goerwitz, the Board unanimously approved to hire additional 2.45 FTE for Licensed Special Education staff for the school year 2018-2019.

IX. Items for Information

- A. Facilities Action Team Update: Superintendent Hillmann reviewed the Facilities Action Team meeting that took place on April 16, 2018. A team of more than 30 community members participated and they worked through three questions related to the 2017 bond referendum: 1) what were the deal breakers, 2) what was misunderstood, and 3) what resonated with the voters. Dr. Hillmann walked through the “themes” identified by the participants. The next meeting is scheduled April 24 at the Northfield High School Media Center, and the last meeting is scheduled on April 30 at the Greenvale Park Media Center. The sessions are held from 7 pm - 9 pm. The Facilities Action Team will conclude with a recommendation to the Board for next steps in the Master Facilities Plan.

X. Future Meetings

- A. Monday, May 14, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Tuesday May 29, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 8:37 p.m.

Noel Stratmoen
School Board Clerk