

**NORTHFIELD PUBLIC SCHOOLS**  
**Office of the Superintendent**  
**Memorandum**

**TO:** Board of Education  
**FROM:** Matt Hillmann Ed.D., Superintendent  
**RE:** Table File Items for April 26, 2021, Regular School Board Meeting

V. Items for Discussion and Reports

E. Area Learning Center and Adult Basic Education Agreement.

Dr. Hillmann will review the updated agreement between the Area Learning Center (ALC) and Adult Basic Education (ABE) regarding over twenty-one (adult credit recovery) high school diploma students, and general educational development students. Approval of this contract will be an item for individual action at the next board meeting.

VI. Committee Reports

Chair Pritchard will provide an update on Schools for Equity in Education (SEE).

VII. Consent Agenda

B. Gift Agreements

- \$2,500.00 from VFW Post #4393 for VFW Post #4393 Scholarships

C. Personnel

a) Appointments

11. Tallie Berkvam-Peter, 1.0 FTE Elementary Teacher Grade Level TBD at Sibley, beginning 8/30/2021-6/8/2022; MA, Step 7
12. Sam Pratt, Special Ed EA-PCA for 3.5 hours/day M-F at the NCEC, beginning 5/3/2021-6/10/2021; Step 1-\$16.05/hr.

b) Increase/Decrease/Change in Assignment

9. Kristi Korteum, .25 Portage Learning Coach, increase to .50 Portage Learning Coach Kristin Basinger, EA at the Middle School, add Summer PLUS Site Leader for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 7/12/2021-8/20/2021; Step 4-\$18.52/hr.
10. Kristin Hummel, Teacher at Bridgewater, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
11. Elisabeth Hurlbert, 1.0 Assistant Girls Tennis Coach at the High School, change to .5 Head Girls Tennis Coach and .5 Assistant Girls Tennis Coach at the High School, effective 8/16/2021. Assistant Level H, Step 6; Head Level D, Step 1
12. Tammy Iszler-Johnson, Occupational Therapist at the NCEC, overload at the NCEC, effective 4/16/2021-4/26/2021.
13. Kristin Johnson, Instructional Coach at Greenvale Park, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
14. Anna Kelly, Gen Ed EA-Media at the High School, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
15. Melanie Klein, Teacher at Sibley, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
16. Beth LaCanne, 1.0 Assistant Girls Tennis Coach at the High School, change to .5 Head Girls Tennis Coach and .5 Assistant Girls Tennis Coach at the High School, effective 8/16/2021. Assistant Level H, Step 4; Head Level D, Step 1
17. Stephanie Mahal, Occupational Therapist with the District, add overload at the NCEC, effective 4/16/2021-4/28/2021.
18. Cheryl Mathison, Teacher at the ALC, add Boundary Waters Teacher for up to 8 hours/day for 5 days with the ALC, effective 6/14/2021-6/18/2021; Lane/step
19. Kim Medin, Teacher at Bridgewater, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step

20. Ashly Polzin, 1.0 FTE Fifth Grade Teacher at Bridgewater, change to 1.0 FTE Third Grade Teacher at Bridgewater, effective 8/30/2021.
  21. Erik Swenson, Teacher at Bridgewater, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
  22. Gina Swenson, Teacher at Sibley, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
  23. Diane Torbenson, Teacher at Greenvale Park, add Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/1/2021-8/20/2021; Lane/Step
  24. Lori Warner, Occupational Therapist with the District, add overload at the NCEC, effective 4/16/2021-4/28/2021.
- c) Leave of Absence
2. Anna Rubin, Grade 2 Companeros Teacher at Bridgewater, Family/Medical Leave of Absence, effective on or about 9/21/2021-1/28/2022.
- d) Retirements/Resignations/Terminations
8. Laura Berdahl, Greenvale Park Community School Coordinator, retirement effective 6/30/2021.
  9. Kathy Budig, Child Nutrition Associate II at the High School, retirement effective 6/10/2021.

IX. Items for Information

- D. Senior Ceremony. The senior ceremony will be on May 12, 2021 at 6:30 p.m. It will be a combination of all senior awards including academic awards, national merit recognition, scholarships and the maroon & gold sports awards. Attendance is restricted to seniors and award presenters only.

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# NORTHFIELD PUBLIC SCHOOLS RAIDER MASCOT REFRESH

26 April 2021

Presented by Joel Leer and Joel Olson

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## Participants in the Process

(Stakeholders: students, staff, parents, community)

- Joel Leer
  - Joel Olson
  - Nancy Veverka
  - Rico Bohren
  - Rahmah Abdulai
  - Anne Frank
  - Jose Vazquez
  - Pascal Cogan
  - Nicky Hosterman
  - Bubba Sullivan
  - Mark Auge
  - Leah Sand
  - Sam Richardson
  - Margit Johnson
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**Agreement Between the Area Learning Center and Adult Basic Education Regarding Over 21 (Adult Credit Recovery) High School Diploma Students and GED Students**

Transcript review will be conducted by the ALC director. The ALC can provide ABE with transcript request forms. Transcripts that need to be translated must be done at the expense of the potential student.

- Students ***under 21 years old*** who are interested in credit recovery for a HS diploma will be directed to the ALC. The ALC Director or representative will meet with these students and present options for either a HS diploma with credit recovery classes, or a GED.
  - If the student chooses a HS diploma he/she will be invited to attend classes at the ALC and will be an ALC student.
  - If the student decides he/she will *not* pursue a High School diploma, they can be directed to ABE to pursue their GED. The ALC Director or a representative will attempt to initiate an appointment between the ABE secretary and the potential GED student before the end of their meeting.
  
- Students ***over 21 years old*** who are interested in credit recovery for a HS diploma will schedule an appointment to register and test with the ABE Secretary. The secretary will provide general information about the GED and diploma avenues and will instruct students to send their transcript to the ALC for evaluation. (Transcripts that need to be translated must be done at the expense of the potential student.)
  
- Once the transcript review is complete, representatives from the ALC and ABE will discuss whether the individual would be a good candidate for either a HS diploma through credit-recovery or a GED. The general guide stated above will be used: if a student needs more than 4 credits to graduate they may not be ideal candidates for an Over 21 HS diploma. *There can be exceptions and so if a student has more than 4 credits needed to graduate, the ALC Director and ABE representative will meet with the student to determine an individualized plan to see about this possibility.*
  
- The ABE representative will contact the student with information obtained from the transcript review and consult with the student about the suggested next step - either GED or credit recovery diploma.
  - If the individual chooses to pursue a credit recovery High School diploma, the ALC will send the ABE/GED teacher the specific coursework needed for the student (tests and answers included).
  - Once the student has successfully completed all the credit recovery coursework needed, the ALC will post/update the transcript and award the student with a HS diploma.
  - HS credit recovery diploma graduates are invited to participate in the end of year ALC graduation ceremony.

\*ABE has specific guidelines on how long a student can stay in an ABE program without making evidential progress. See [MN Adult Basic Education Student Progress Policy](#) for more information.



## Committee Report

*Board of Education*

**Name:** Julie Pritchard

**Committee:** Schools for Equity in Education (SEE)

**Date Submitted:** 4/25/2021 7:50:04

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### SEE General Meeting:

Heather Mueller-Commissioner of Education

-Reviewed Governor Walz's Education Bill

-Bill reflects the Governor and MDE's commitment to meet the needs of every student.

-MDE will schedule Regional Service Cooperative Meetings to begin receiving feedback on Fall of 2021

### Legislative Update:

-House and Senate have passed their respective Education Omnibus Bills

-Both the Governor and House education bills rely on tax increases

-House Conferees have been named, waiting on Senate conferees

-Education Targets established by leadership will be vital

-Education groups advocating for \$700 million (2%/2% on the formula-\$400 million)

-Communication by the board's LAC will intensify as the conferees' work commences

-Legislative session scheduled to end May 17th

**NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT**

This agreement made this 22<sup>nd</sup> day of April, 2021, by and between VFW Post #4393, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

**TERMS**

\$2,500.00 for VFW Post #4393 scholarships, check # 15563.

VFW Post #4393

Donor

By: Received in District office

Approved by resolution of the School Board on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

INDEPENDENT SCHOOL DISTRICT No. 659

By: \_\_\_\_\_

Clerk

## RESOLUTION ACCEPTING DONATIONS

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**WHEREAS**, Minnesota Statutes 123B.02, Sub. 6 provides: “ The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

**WHEREAS**, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

**WHEREAS**, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

**THEREFORE, BE IT RESOLVED**, that the School Board of Northfield Public Schools, ISD 659, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Lois and Noel Stratmoen	\$1,000.00	Stratmoen Family Scholarships
Jan Burry	\$1,000.00	TORCH Scholarship
Evelyn Burry	\$1,000.00	TORCH Scholarship
VFW Post #4393	\$2,500.00	VFW Post #4393 Scholarships

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: Julie Pritchard, Chair

By: Noel Stratmoen, Clerk