

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

May 28, 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.
- II. Approval of Agenda/Table File
On a motion by Iverson, seconded by Hardy, the Board unanimously approved the Agenda.
- III. Public Comment
There was no public comment.
- IV. Announcements and Recognitions
 - The softball team is the #1 seed in the playoffs; the lacrosse, baseball, and track teams are all competing this week in the playoffs. The Maroon and Gold Banquet is Wednesday, May 29 in the Middle School. The reception begins at 6 pm and awards follow at 7 pm.
 - The Area Learning Center graduation is Wednesday, May 29 at 6:30 pm in the NHS auditorium. The high school graduation is Sunday, June 2 at 2 pm.
 - Thank you to the Northfield High School Band for participating in the Memorial Day celebration held at St. Olaf College on Monday, May 27.
 - Thank you to Mayor Pownell and the Northfield City Council for presenting certificates to all graduating Northfield High School Seniors who have served on youth council boards.
- V. Items for Discussion and Reports
 - A. Flex Hour: Career & College Readiness Update
Northfield High School Principal Joel Leer and Guidance Counselor Mark Ensrud updated the Board on the flex hour schedule and the implementation of the career and college readiness initiative. They reviewed the sequence of events that occurred and shared survey results which lead to the implementation of both programs. They outlined the 2018-19 implementation model and the 2019-20 plans and modifications.
 - B. Achievement and Integration Program Presentation
Mary Grace Hanson, Director of Teaching & Learning, presented the Achievement and Integration Plan (A&I) for Northfield Public Schools. The purpose of A&I is to pursue racial and economic integration, increase student achievement, create equitable educational opportunities, and reduce academic disparities based on students' diverse racial, ethnic, and economic backgrounds. Upon approval by a Board vote, the plan is submitted to MDE for final adjustments and approval. This is a three-year plan with annual updates included in the World's Best Workforce presentation and an updated budget. This will be an item for individual action at the next Board meeting.
 - C. Proposed 2019-2020 General Fund Budget
Val Mertesdorf, Director of Finance, presented the 2019-2020 proposed General Fund Budget. Included in the Board materials were the assumptions and parameters for revenues and expenditures used to develop the budget. The budget reflects revenues of \$55,174,191, expenditures of \$55,728,526, and a deficit of \$554,335.
 - D. Policy Committee Recommendations - First Reading
The Policy Committee established a four-year review cycle of all District policies: Year 1 (2018-19): 200 series, 800 series, 900 series; Year 2 (2019-20): 300 series, 400 series; Year 3 (2020-21): 100 series, 500 series; Year 4 (2021-22): 600 series, 700 series. This committee will also annually review student handbooks. Erin Bailey, Director of Community Services, presented the committee's recommendations on Policy 902. There is additional

fee structure information to be gathered prior to recommending approval of this policy to the Board. Dr. Hillmann presented the committee's recommendations on Policies 531, 722, and renumbering current Policy 722 to Policy 719. This will be an item for individual action at the next Board meeting.

E. Family/Program/Co-Curricular/Student Citizenship Handbooks - First Reading

Dr. Hillmann presented the Policy Committee's recommendations on the 2019-2020 handbooks for: Elementary Schools, Middle School, High School, ALC, Early Ventures, Kid Ventures, Hand In Hand, Parent Co-Curricular Handbook, and the Student Citizenship Handbook. This will be an item for individual action at the next Board meeting.

VI. Committee Reports

Chair Pritchard provided an update on Schools for Equity in Education and the 2019 legislative session.

VII. Consent Agenda

On a motion by Quinnell, seconded by Iverson, the Board unanimously approved the following Consent Agenda items:

A. Minutes

- Minutes of the Regular School Board meeting held on May 13, 2019.

B. Gift Agreements

- A \$1,966.53 gift for books for third grade at Greenvale Park Elementary.
- A \$4,776.00 donation for the Amplification System.

C. District Youth Council Membership

The following student is being recommended to serve on the District Youth Council during the 2019-2020 school year:

Rising Sophomore: Kiara Rosas

D. Personnel Items

a) Appointments

1. Tory Borovsky, Summer Recreation Position with Community Services, beginning 05/29/2019-08/31/2019; \$12.11/hr.
2. Paul Eddy, Head Girls Varsity Basketball Coach for 2 hours/day for 5 days/week at the High School, beginning 11/11/2019. Level A, Step 6
3. Claire Edwards, KidVentures Student Site Assistant for up to 3 hours/day at Sibley, beginning 08/26/2019; \$9.86/hr.
4. Abigail Estep, Summer Aquatics Position with Community Services, beginning 05/29/2019-08/31/2019; WSI Instructor \$11.00/hr., Lifeguard \$10.00/hr.
5. Correction: Mitzi Holden, Summer PLUS Custodian for 5 hours/day Mon.-Thurs at Greenvale Park, beginning 06/17/2019-08/01/2019; \$16.84/hr.
6. Chase Marlenee, Event Workers-Softball Umpire at the High School, beginning 05/10/2019.
7. Larson Ringlien, Summer Recreation Position-Junior Tennis with Community Services, beginning 05/29/2019-08/31/2019; \$1,500 Stipend
8. Victoria Rivera, Summer Recreation Position with Community Services, beginning 06/10/2019-08/31/2019; Super Kids \$9.86/hr., Soccer Supervisor \$10.50/hr.
9. Robert Swenson, Summer Recreation Position with Community Services, beginning 05/29/2019-08/31/2019; \$9.86/hr.
10. Summer Recreation Positions #2908, Effective May 29, 2019 – August 31, 2019
Beth LaCanne – Tennis Supervisor \$18.86/hour
Dez Young – Tennis \$10.36/hour
Abby Borene – CS Tennis \$10.36/hour
Sarah Will – CS Tennis \$10.36/hour, JTT \$1,800 Stipend (\$450 X 4 payroll periods) – will denote on time sheet
Mark Welinski – JTT \$2,000 Stipend (\$500 X 4 payroll periods) – will denote on time sheet
Fran Finali – Track \$10.25/hour
Emma Johnson – T-ball, Little League, Softball Supervisor \$10.50/hour
Andrew Pabs – T-ball, Little League, Softball Supervisor \$10.96/hour

Anika Guggisberg – Softball \$10.11/hour
Zoe Ingersoll – General Recreation \$10.11/hour

Summer Recreation Positions #2909, Effective May 29, 2019 – August 31, 2019

Bronte Karvel-Fuller, Aquatics Supervisor, \$11/hour

Marcella Manivel – Aquatics Class Lead \$10.50/hour, Lifeguard \$10.46/hour, Swim Aide \$10.11/hour

Bryce Malecha – Aquatics Class Lead \$10.50/hour, Lifeguard \$10.46/hour, Swim Aide \$10.11/hour

Lauren Moravchik – Aquatics Class Lead \$10.50/hour, Lifeguard \$10.25/hour, Swim Aide \$10.11/hour

Hannah Ringlien – Aquatics Class Lead \$10.50/hour, Lifeguard \$10/hour, Swim Aide \$9.86/hour

Grace Neuger – Aquatics Class Lead \$10.50/hour, Lifeguard \$10.46/hour, Swim Aide \$10.11/hour

11. Paige Haley, 1.0 FTE 4th Grade Teacher at Bridgewater, beginning 08/26/2019; MA, Step 2 (2019-2020)
12. Melanie Klein, 1.0 FTE Special Education ASD Teacher at Sibley, beginning 08/26/2019; BA+45, Step 3 (2019-2020)
13. Charles Pratt, Summer Recreation Position with Community Services, beginning 06/10/2019-08/31/2019; \$9.86/hr.
14. Terry Rydberg, .6 FTE Art Teacher at the High School, beginning 08/26/2019; BA, Step 3-subject to obtaining MN Licensure. (2019-2020)
15. Theresa Wilson, .6 FTE Business Education Teacher at the High School, beginning 08/26/2019; MA+60, Step 15.

b) Increase/Decrease/Change in Assignment

1. Danielle Amundson, Teacher at Greenvale Park, add Compañeros Lead/Mentor Teacher at Greenvale Park, effective 08/26/2019-06/08/2020; \$750 Stipend
2. Kathleen Beck, Spec Ed EA-PCA at Sibley, change to Spec Ed EA-PCA at Greenvale Park, effective 05/07/2019-06/07/2019.
3. Ray Coudret, Teacher at the High School, add ALC Summer School Teacher for up to 5 hours/day Mon.-Thurs. at the ALC, effective 06/10/2019-07/25/2019; Lane/Step
4. Martha Donahoe, Office Specialist-Community Services, add 2 days to work calendar, effective 07/01/2019.
5. Peggy Fink, ACT Testing Accommodations Coordinator at the High School, continuing position for 2019-20 school year, effective 07/01/2019-06/30/2020.
6. Denise Halvorson, Teacher at the High School, add Summer PLUS Teacher for up to 2 hours/day Mon.-Thurs. at Greenvale Park, effective 06/17/2019-08/01/2019; Yr. 2-\$27.11/hr.
7. Elizabeth Larson, Teacher at Bridgewater, add Compañeros Lead/Mentor Teacher at Bridgewater, effective 08/26/2019-06/08/2020; \$750 Stipend
8. April Ostermann, Teacher at Sibley, add Compañeros Lead/Mentor Teacher at Sibley, effective 08/26/2019-06/08/2020; \$750 Stipend
9. Emma Rasmussen, Track Staff with Community Services, change to Track Supervisor with Community Services, effective 5/29/2019-08/31/2019; \$10.50/hr.
10. Jon Thompson, .80 FTE Social Studies Teacher at the High School, change to Social Studies-LTS Robia .40 FTE; LTS Dahle .20 FTE; Ongoing .30 FTE; and MTSS .10 FTE = 1.0 FTE at the High School, effective 08/26/2019-06/05/2020.
11. Stephanie Ennis, Summer PLUS Teacher Sub at Greenvale Park, change to Summer PLUS Teacher for up to 5 hours/day Mon.-Thurs. at Greenvale Park, effective 06/13/2019-08/01/2019; Yr. 3-\$27.11/hr.
12. Lisa Krueger-Robb, .80 FTE EL Teacher at the High School, change to 1.0 FTE EL Teacher at the High School, effective 08/26/2019- on going.
13. Teresa Morris, Spec Ed EA-PCA for 4.75 hours/day at Sibley, change to Literacy Support Educational Assistant for 5 hours/day at Sibley, effective 08/27/2019-06/05/2020. Gen Ed Step 4-\$16.52/hr.
14. Karen Roback, Special Ed EA-PCA for 7 hours/day at the High School, change to Special Ed EA-PCA for 6.75 hours/day at the High School, effective 08/27/2019.
15. Ellen Trotman, Summer PLUS Teacher Sub at Greenvale Park, change to Summer PLUS Teacher for up to 5 hours/day Mon.-Thurs. at Greenvale Park, effective 06/13/2019-08/01/2019; Yr. 4-\$27.73/hr.
16. Jessica Weber Van Zuilen, 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 08/27/2019.

c) Leave of Absence

1. Emily Grote, HR Generalist at the District Office, Family/Medical Leave of Absence for Childcare, effective on or about November 1, 2019 for 12 work weeks.
2. Rhea Mehrkens, Teacher at the Middle School, Unpaid Leave of Absence for the 2019-2020 school year.

d) Retirements/Resignations/Terminations

1. Rachel Hoffelt, Teacher at the High School, resignation effective at the end of the 2018-2019 school year.

2. Oliver Reitan, Teacher at the High School and Middle School, resignation effective at the end of the 2018-2019 school year.
3. James Urick, AP Test Proctor at the High School, declined position effective 05/06/2019.
4. Pamela Urick, AP Test Proctor at the High School, declined position effective 05/06/2019.
5. Robert Garcia, Summer PLUS Teacher at Greenvale Park, declined position effective 5/13/2019.
6. Kayla Tietz, Child Nutrition Associate 1 at the Middle School, resignation effective 06/07/2019.

VIII. Superintendent's Report

A. Items for Individual Action

1. Resolution Approving And Authorizing The Execution Of A Lease Agreement, A Ground Lease Agreement And Related Documents And Certificates. On a motion by Iverson, seconded by Hardy, the Board approved the proposal to provide tax-exempt lease-purchase financing for the purchase of an existing property and the building located thereon, and adopted the Resolution Approving and Authorizing the Execution of A Lease Agreement, A Ground Lease Agreement and Related Documents and Certificates. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard. No one voted 'no'. Motion carried.
2. Bridgewater Bid Approval. On a motion by Stratmoen, seconded by Goerwitz, the Board unanimously approved contracts to be issued to the low bidders for the Bridgewater Elementary School addition and renovation at a cost of \$1,545,540, the General Conditions fee of \$185,000, and the Construction Contingency fee of \$30,286 as presented.
3. Gleason Property Purchase Agreement. On a motion by Quinnell, seconded by Baraniak, the Board unanimously approved the purchase agreement between Independent School District #659 Northfield Public Schools and Gleason Real Estate Holdings, LLLP for 3.49 acres adjacent to "The Shop" at a cost of \$180,000.

IX. Items for Information

- A. Construction Update #8. Dr. Hillmann provided an update on the District's construction projects which included the Bridgewater bid opening which occurred on May 21, highlights of the project oversight committee meeting on May 28, and a brief update on the Sibley user group meetings.

IX. Future Meetings

- A. Monday, June 10, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, July 8, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, August 12, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 9:43 p.m.

Noel Stratmoen
School Board Clerk