

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

June 10, 2024

District Office Boardroom

1. Call to Order

School Board Chair Claudia Gonzalez-George called the regular meeting of the Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Butler, Goerwitz, Gonzalez-George, Miller, Nelson, and Quinnell. Absent: Stratmoen. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

On a motion by Quinnell, seconded by Miller, the board unanimously approved the agenda.

3. Public Comment

There was no public comment.

4. Announcements and Recognitions

- Good luck to both the baseball team and the girls golf team as they compete in state tournaments this week.
- Congratulations to the 315 Northfield High School seniors who graduated on Sunday.
- Before this meeting, the board held a work session delving into the state of childcare in Northfield.

5. Items for Discussion and Reports

- a. Legislative Wrap Up. Superintendent Hillmann provided a recap of the 2024 legislative session.
- b. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommendations on policies 507.5 and 806. The board will be asked to approve these at the July 8 board meeting.
- c. Superintendent Focus Areas End of Year Report. Superintendent Hillmann presented the end of year report on the superintendent's 2023-24 focus areas.
- d. FY 2024 Audit Engagement Letter. Director of Finance Val Mertesdorf presented the proposal from CliftonLarsonAllen, LLP Audit Engagement Letter for the audit of the 2023-2024 school year. The engagement letter establishes the parameters and fees associated with the annual audit required by statute. This will be an item for individual action at the next board meeting.
- e. Fall 2024 Bond Referendum. Superintendent Hillmann updated the board on the bond referendum informational campaign and highlighted upcoming events.

6. Consent Agenda

On a motion by Butler, seconded by Goerwitz, the board unanimously approved the consent agenda.

- a. Minutes. Minutes of the Regular School Board meeting held on May 28, 2024.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Financial Report - February 2024. Director of Finance Mertesdorf requested the board approve paid bills totaling \$2,609,232.49, payroll checks totaling \$3,769,864.29, a wire transfer totaling \$550,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$500,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for February 2024. At the end of February 2024 total cash and investments amounted to \$20,412,937.62.
- d. Policy Revisions. The revisions to policies 507 and 514 are directly related to changes in federal or Minnesota law and recommended by the Minnesota School Boards Association. Because the district endeavors to have policy align with state and federal law it was recommended that the board adopt the revisions presented.

- e. Overnight Field Trip. Northfield High School FFA Advisor T.J. Austin requested board approval to take FFA chapter officers for an overnight retreat June 20 - June 21, 2024 to prepare and plan the 2024-25 program of activities.
- f. Personnel Items
- i. Appointments
1. Dalilah Agapito Rosas, Summer BLAST/PLUS Site Assistant at Greenvale Park and the Middle School, effective 6/24/24-8/8/24, \$14.90/hr.
 2. Madison Anderson, .40 Art Teacher at the High School, effective 8/22/24-6/6/25, BA, step 1.
 3. Sydney Caltagirone, 1.0 Special Education Resource Room Teacher at Spring Creek, beginning 8/22/24, BA, Step 1.
 4. Quinlyn Edwards, Summer Recreation Instructor Assistant with Community Ed Recreation, effective 6/10/24-8/31/24, \$14/hr.
 5. Kelly Erickson, 1.0 FTE Custodian at the Middle School, beginning 6/03/2024. Step 2 - \$20.09/hr
 6. Dustin Evsich, 1.0 FTE Custodian at the Middle School, beginning 5/30/2024. Step 5 - \$21.45/hr.
 7. Anna Forbord, Summer Recreation Instructor Assistant with Community Ed Recreation, effective 6/10/2024-8/31/2024. \$14.00/hr.
 8. Ella Jerdee, Summer BLAST/PLUS Site Assistant at Greenvale Park and the Middle School, effective 6/24/24-8/8/24, \$14.90/hr.
 9. Maryam Keita, Summer Kid Ventures Site Assistant at Spring Creek, effective 6/5/24-8/23/24, Step 3-\$15.68/hr.
 10. Gretta Kunze, Summer Bridges to Kindergarten Teacher at BW, effective 8/5/24-8/16/24. BA+10, step 10.
 11. Kathy Lansing, Summer Bridges to Kindergarten Teacher at Spring Creek, effective 8/5/24-8/16/24. Daily Sub rate of pay.
 12. Alisa Larsen, Special Educational Assistant/PCA at the NCEC, effective 8/26/24, step 4- \$18.04/hr + PCA stipend, subject to change on settlement of 2024-2026 EA agreement.
 13. Mathew Leider, 1.0 FTE Custodian at the Middle School, beginning 6/05/2024. Step 2 - \$20.09/hr
 14. Shelby Nelson, Summer Recreation Instructor Assistant with Community Ed Recreation, effective 6/10/24-8/31/24, \$14.25/hr.
 15. Andrea Stowe, 1.0 Grade 4 LTS at Greenvale Park, effective 8/22/24-11/21/24, BA, Step 1.
 16. Cassandra Bardole, Summer KidVenture Site Assistant on-call as needed at Spring Creek, effective 06/04/2024 through 8/30/2024, Step 1, \$14.90/hour.
 17. Barrett Bradley, Summer Lifeguard with Community Ed Recreation, beginning 6/11/2024-8/31/2024. Step 1-\$14/hr.
 18. Keaton Ginter, Summer Recreation Instructor Assistant with Community Ed Recreation, effective 6/10/2024-8/31/2024. Step 4-\$14.75/hr.
 19. Marilyn Nelson, Special Ed EA PCA for 2.8 hours/day at the NCEC, beginning 8/26/2024. Step 3-\$17.39/hr. + PCA Stipend. Subject to change upon settlement of the 2024-26 employment agreement with the Educational Support Staff.
 20. Keriana Rasmussen, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 7/18/2024-8/23/2024. Step 1-\$14.90/hr.
 21. Zachariah Simmons, Summer Recreation Instructor Assistant with Community Ed Recreation, effective 6/10/2024-8/31/2024. Step 5-\$15.25/hr.
 22. Jade Suhsen, Summer EarlyVentures Assistant Teacher for up to 40 hours/week at the NCEC, beginning 6/13/2024-8/23/2024. Step 2-\$17.54/hr.
- ii. Increase/Decrease/Change in Assignment
1. Danielle Amundson, Grade 2 Teacher at Greenvale Park, add General Education Mentor Teacher at Greenvale, effective 8/22/24-6/6/25, \$1,000 stipend.
 2. Kirsten Anderson, Special Education EA/PCA at Spring Creek for 6.75 hrs/day, add General Education EA supervisory for .25 hrs/day beginning 8/26/24.
 3. Paula Bargary, Grade 5 Teacher at Spring Creek, add General Education Mentor Teacher at Spring Creek, effective 8/22/24-6/6/25, \$1,000 stipend.
 4. Paula Bargary, Grade 5 Teacher at Spring Creek, add Eagle Bluff Coordinator, effective 6/10/24-8/30/24.
 5. Pamela Bennewitz, EL Educational Assistant at Greenvale Park, add Summer Site Assistant and Summer Club Leader at Greenvale Park for up to 6 hours a day, effective 6/24/24-8/8/24, Site Assist. Step 3-\$15.68/hr, Club Leader-\$24.30/hr.
 6. Adriana Bermudez Araujo, Special Education EA/PCA for 5.60 hrs/day at the NCEC, change to Special Education EA/PCA for 4.10 hours/day at the NCEC, effective 8/26/24.
 7. Abigail Borgerding, Summer Recreation Instructor Assistant with Community Ed Recreation, add Summer Instructor Assistant with Community Ed Recreation, effective 5/29/24 through 8/31/24. \$14.00/hr.
 8. Kristen Cade, Kindergarten Teacher at Bridgewater, add Bridges to Kindergarten Teacher at Bridgewater, effective 8/5/24-8/26/24.

9. Diana Camargo, Special Education EA/PCA for 7.0 hrs/day at the NCEC, change to Special Education EA/PCA for 6.0 hours/day at the NCEC, effective 8/26/24.
10. Pam Charlton, ADSIS Teacher at Greenvale Park, add Elementary Literacy Lead at Greenvale Park, effective 8/22/24-6/6/25, \$1,000 stipend
11. Pam Charlton, ADSIS Teacher at Greenvale Park, add K-2 Bridges Implementation Lead at Greenvale Park, effective 8/22/24-6/6/25, \$1,000 stipend
12. Noreen Cooney, Social Worker at Spring Creek, add MTSS Lead at Spring Creek, effective 8/22/24-6/6/25, \$1,000 stipend.
13. Kristen Craft, Grade 1 Teacher at Spring Creek, add K-2 Bridges Implementation Lead at Spring Creek, effective 8/22/24-6/6/25, \$1,000 stipend.
14. Christa Danielson, Kindergarten Teacher at Bridgewater, add K-2 Bridges Implementation Lead at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
15. Lindsey Downs, ADSIS Teacher at Spring Creek, add Elementary Literacy Lead at Spring Creek, effective 8/22/24-6/6/25, \$1,000 stipend.
16. Sarah DuChene, .8 Grade 5 Teacher at Bridgewater, add Elementary Literacy Lead at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
17. Quinlyn Edwards, Summer Recreation Instructor Assistant with Community Ed Recreation, add Instructor Lead with Community Education, effective 6/10/24-8/31/24, \$15/hr
18. Jan Ensrud, Language Arts Teacher at the Middle School, add General Education Mentor Teacher at the Middle School, effective 8/22/24-6/6/25, \$1,000 stipend.
19. Molly Ericksen, School Psychologist at Bridgewater, add MTSS Lead at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
20. David Foley, Head Girls Basketball Coach, add Summer Weight Room Assistant, effective 6/10/24-8/31/24, \$20/hr.
21. Robert Garcia, Grade 4 Teacher at Greenvale Park, add Elementary Math Lead at Greenvale, effective 8/22/24-6/6/25, \$1,000 stipend.
22. Graciela Guerrero, Special Education EA/PCA for 6.30 hrs/day at the NCEC, change to Special Education EA/PCA for 6.90 hours/day at the NCEC, effective 8/26/24.
23. Becki Haar, Grade 4 Teacher at Spring Creek, add 3-5 Bridges Implementation Lead at Spring Creek, effective 8/22/24-6/6/25, \$1,000 stipend.
24. Erin Hall, Grade 1 Teacher at Bridgewater, General Education Mentor Teacher at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
25. Kelly Hebzyski, Math Teacher at the Middle School, add Summer BLAST Teacher at the MS, effective 6/24/24-8/8/24, \$40/hr.
26. Gretchen Heil, Kindergarten Teacher at Spring Creek, add Bridges to Kindergarten Teacher at Spring Creek, effective 8/5/24-8/26/24.
27. Dana Holden, Grade 5 Teacher at Bridgewater, add 3-5 Bridges Implementation Lead at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
28. Andrea James, Special Education EA/PCA for 1.40 hrs/day at the NCEC, change to Special Education EA/PCA for 1.95 hours/day at the NCEC, effective 8/26/24.
29. Suzanne Lanza, Grade 1 Teacher at Bridgewater, add Elementary Math Lead at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
30. Alisa Larsen, Special Education EA/PCA at the NCEC, add ESY Educational Assistant/PCA at the NCEC, effective 6/24/24-7/26/2024.
31. Melissa Larsen, Behavior Coach at Greenvale Park, add MTSS Lead at Greenvale, effective 8/22/24-6/6/25, \$1,000 stipend.
32. Becky Malecha, Grade 5 Teacher at Spring Creek, add Elementary Math Lead at Spring Creek, effective 8/22/24-6/6/25, \$1,000 stipend.
33. Ellen Mucha, MTSS Teacher at the High School, add MTSS Lead at the High School, effective 8/22/24-6/6/25, \$1,000 stipend.
34. Addie Nelson, Special Education EA/PCA for 4.0 hrs/day at the NCEC, change to Special Education EA/PCA for 6.30 hours/day at the NCEC, effective 8/26/24.
35. Shelby Nelson, Summer Recreation Instructor Assistant with Community Ed Recreation, add Summer Instructor Lead with Community Ed Recreation, effective 6/10/24-8/31/24, \$15.25/hr.
36. Gabriela Nieves, Early Childhood Outreach Specialist for 206 days/year at the NCEC, change to Early Childhood Outreach Specialist for 187 days/year at the NCEC, effective 7/1/24.
37. Michael O'Keefe, Middle School Assistant Principal, add Eagle Bluff Chaperone, effective 7/15/24-7/17/24.
38. Chris O'Neill, Middle School Teacher, add Eagle Bluff Coordinator, effective 6/10/24-8/30/24.
39. Betsy Peterson, Grade 3 Teacher at Greenvale Park, add 3-5 Bridges Implementation Lead at Greenvale, effective 8/22/24-6/6/25, \$1,000 stipend.
40. Lizbeth Ramirez, Educational Assistant at Greenvale Park and Special Ed EA ESY, add Summer Kid Ventures Site Assistant, effective 6/7/24-8/23/24.

41. Elga Reyes de Broughton, Special Education EA/PCA at Spring Creek for 6.50 hrs/day and General Education EA for .25 hrs/day, change to Special Education EA/PCA at Spring Creek for 6.75 hrs/day and General Education EA for .25 hrs/day, beginning 8/26/24.
 42. Emily Shroyer, Kindergarten Teacher at Greenvale Park, add Bridges to Kindergarten Teacher at Greenvale Park, effective 8/5/24-8/26/24.
 43. Pillar Sullivan, General Education EA for 7.5 hrs/day at NCEC, change to General Education EA for 6.30 hrs/day, beginning 8/26/24.
 44. Sarah Swan McDonald, Social Studies Teacher at the High School, add General Education Mentor Teacher at the High School, effective 8/22/24-6/6/25, \$1,000 stipend.
 45. Amanda Tracy, Spanish Teacher at the High School, add General Education Mentor Teacher at the High School, effective 8/22/24-6/6/25, \$1,000 stipend.
 46. Lahna Tran, Kindergarten Teacher at Bridgewater, add General Education Mentor Teacher at Bridgewater, effective 8/22/24-6/6/25, \$1,000 stipend.
 47. Travis Wiebe, Teacher at the High School, add Summer Weight Room Assistant, effective 6/10/24-8/31/24, \$20/hr.
 48. Mary Boyum, Special Ed EA/PCA at Spring Creek, add Special Ed EA/PCA ESY BUS for up to 1.0 hour/day at Greenvale Park, effective 7/8/2024-7/19/2024.
 49. Barrett Bradley, Summer Lifeguard with Community Ed Recreation, add Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 6/10/2024 - 8/31/2024. Summer Instructor Assistant - \$14.25/hr., Summer Instructor Lead - \$15.25/hr.
 50. Elizabeth Brewer, Special Ed EA/PCA at the Middle School, add Special Ed EA/PCA ESY BUS for up to 1.5 hours/day at the Middle School, effective 7/8/2024-7/19/2024.
 51. Peggy Christensen, Special Ed BUS EA with the District, add Special Ed EA/PCA ESY BUS for up to 4 hours/day, 4 days/week with the District, effective 7/8/2024-7/25/2024.
 52. Elizabeth Emerson, Special Ed EA/PCA at the High School, add Special Ed EA/PCA ESY BUS for up to 1.5 hour/day at the Middle School, effective 7/8/2024-7/19/2024.
 53. Meghan Kuechenmeister, Special Ed EA/PCA at the High School, add Special Ed EA/PCA ESY BUS for up to 3 hours/day at the Middle School, effective 7/8/2024-7/19/2024.
 54. Nancy Meyers, Special Ed BUS EA at the Middle School, add Special Ed EA/PCA ESY BUS for up to 3 hours/day with the District, effective 7/15/2024-7/25/2024.
 55. Diane Nagy, Teacher at Bridgewater, add Targeted Services Summer Plus/BLAST Teacher for up to 6.5 hours/day Mon.-Thurs. at the Middle School and Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
 56. Deb Pack, Special Ed EA/PCA at the High School for 3.13 hrs/day in LI and 3.12 hrs/day Job Coach, change to 3.13 hrs/day NB and 3/12 hrs/day Job Coach, effective 8/26/2024.
 57. Lizbeth Ramirez, Special Ed EA/PCA at Greenvale Park, add Special Ed EA/PCA ESY BUS for up to 1.5 hour/day at Greenvale Park, effective 7/8/2024-7/19/2024.
 58. Amanda Rezac, Special Ed EA/PCA at the High School, add Special Ed EA/PCA ESY BUS for up to 1.75 hour/day at Greenvale Park, effective 7/8/2024-7/19/2024.
 59. Brent Rauk, Teacher at the Middle School, add Targeted Services Summer BLAST Teacher for up to 6.5 hours/day Mon.-Thurs. at the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
- iii. Leave of Absence
1. n/a
- iv. Retirements/Resignations/Terminations
1. Kelsie Arch, Psychometrist and Educational Assistant at the NCEC, resignation effective at the end of the 2023-2024 school year.
 2. Megan Bauer, Early Ventures Teacher at the NCEC, termination effective 6/3/24.
 3. Lianne Deanovic, Special Educational EA/PCA at the High School, retirement effective 6/6/24.
 4. Chaz Irrthum, Assistant Boys Lacrosse Coach, resignation effective, 6/3/24.
 5. Jill Keely, Early Ventures Teacher at the NCEC, resignation effective 6/21/24.
 6. Will Todd, Educational Assistant at the Middle School, resignation effective at the end of the 2023-2024 school year.
 7. Angel Rivera, Full Time Teacher Substitute - District wide, resignation effective 6/6/2024.
 8. Addie Nelson, Special Education EA/PCA at the NCEC, resignation effective 6/6/2024.
- v. Administration is recommending the approval of the following employment agreements covering the period of July 1, 2024 through June 30, 2026:
1. Community Education Staff
 2. Other Staff
 3. Custodians

8. Items for Individual Action

- a. Sale of District Property. On a motion by Miller, seconded by Nelson, the board unanimously approved the sale of district owned property Parcel #17.11.3.75.021 in Dundas as presented.
- b. Resolution to Approve Bond Referendum Ballot Language and Call the Special Election. On a motion by Miller, seconded by Butler, the board approved by roll call to approve the Resolution Relating to Determining the Necessity of Issuing General Obligation Bonds and Calling a Special Election Thereon. Voting “yes” was Butler, Goerwitz, Miller, and Gonzalez-George. Voting “no” was Nelson and Quinnell.
- c. Resolution Certifying the Population Estimate for the 2024 Payable 2025 Levy. On a motion by Butler, seconded by Goerwitz, the board unanimously approved by roll call the Resolution Certifying the Population Estimate for the 2024 Payable 2025 Levy of Independent School District No. 659. The Minnesota State Demographer's office released the 2023 District Population Data and due to population growth, Minnesota Community Education programs now qualify for additional General Community Education Revenue. Northfield Public Schools qualifies for additional funding. Based on the Pay24 calculations this will generate an additional \$6,815 for General Community Education revenue. The statutory deadline for board approval of this resolution is June 30, 2024. Voting “yes” was Butler, Goerwitz, Miller, Nelson, Quinnell, and Gonzalez-George. No one voted “no”.
- d. Resolution Establishing Dates for Filing Affidavits of Candidacy. On a motion by Miller, seconded by Nelson, the board unanimously adopted by roll call, the Resolution Establishing Dates for Filing Affidavits of Candidacy. Voting “yes” was Butler, Goerwitz, Miller, Nelson, Quinnell, and Gonzalez-George. No one voted “no”. Upon adoption of this resolution the Notice of Filing Dates will be posted and advertised in the Northfield News, according to the deadlines indicated on the election calendar published by the Minnesota Secretary of State's Office. Affidavits of Candidacy for the four (4) school board vacancies may be filed at the District Office, 201 Orchard Street South, beginning Tuesday, July 30, 2024 and ending Tuesday, August, 13, 2024. An election will be held to fill four (4) vacancies with four-year terms. The terms of Corey Butler, Amy Goerwitz, Claudia Gonzalez-George, and Noel Stratmoen expire on January 6, 2025.

8. Items for Information

- a. End of Year Enrollment Report. Dr. Hillmann reviewed the June 2024 end of year enrollment report.

9. Future Meetings

- a. Monday, July 8, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, July 22, 2024, 5:00 p.m., Workshop, Northfield DO Boardroom
- c. Monday, August 12, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Quinnell, seconded by Butler, the board unanimously approved to adjourn the regular board meeting at 6:55 p.m.



Amy Goerwitz
School Board Clerk