

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

June 11, 2018

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: Colangelo, Iverson, Pritchard, Quinnell, Stratmoen, and Goerwitz. Absent: Hardy.

II. Agenda Changes / Table File

Table File items were added. Superintendent's Report Item #5 was removed for consideration at a later date.

III. Public Comment

No public comment.

IV. Announcements and Recognitions

- Jackie Magnuson, Family and Consumer Science Teacher at Northfield Middle School, along with her 7th grade students, donated 80 quilts to the Northfield Fire Dept. and Rescue Squad at the end of the 2017-18 school year.
- Thank you to all students and staff for a wonderful 2018-2019 school year.
- Elementary grade level teachers are training and preparing for the reading curriculum changes for the 2018-2019 school year.
- Thank you to the high school faculty, staff, and parents who planned and participated in the senior lock-in.

V. Items for Discussion and Reports

A. Buildings and Grounds: Summer Projects Update

Jim Kulseth, Director of Buildings & Grounds, updated and reviewed facility and building projects scheduled during the Summer of 2018.

B. June 7th Work Session Follow-Up

The Board met in a work session on June 7, 2018 to continue discussions regarding the Master Facilities Plan and the Facilities Action Team recommendations. Pritchard recapped the work session. There is strong support to move forward with the elementary projects; support for a high school proposal is not as strong. The two key primary concerns are space issues and security issues. The Board decided not to pursue the capital projects levy renewal at this time. We will send postcards to the community and utilize ThoughtExchange to gather feedback regarding the elementary projects. The tax impact table was reviewed and it was noted that on a \$36,895,000 20-year bond, the tax impact on a \$250,000 home would be \$119/year. There will be further discussion at the July 9 meeting, and perhaps a formal vote at the August 13 meeting.

VI. Consent Agenda

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

- A. Minutes. Minutes of the May 29, 2018 Regular School Board meeting.

- B. Co-Curricular Overnight Trips for 2018-2019. High School Principal Joel Leer, and Middle School teacher Earl Weinmann, provided requests dated June 2018, of co-curricular overnight trips for the 2018-2019 school year.

C. Personnel Items

a) Appointments

1. Zane Anway, EL Educational Assistant and Supervisory for 7 hours/day at the Middle School, beginning 08/27/2018-06/07/2019; Gen Ed Step 3 (2018-19 TBD)
2. Sarah Bloom, 1.0 FTE Long Term Substitute Grade 6 Writing Teacher at the Middle School, beginning 08/27/2018-06/07/2019; MA, Step 7
3. Sean DuBe, 1.0 FTE English/Language Arts Teacher at the High School, beginning 08/27/2018; MA, Step 7
4. Christopher Fatze, 1.0 FTE Special Education DCD Teacher at the Middle School, beginning 08/27/2018; BA, Step 14
5. Greg Gianopoulos, General Education Structured Study Center EA for 7 hours/day at the High School, beginning 08/27/2018; Gen Ed Step 3 2018-19 TBD
6. Joseph Greenwood, 1.0 FTE Custodian at Greenvale Park and Sibley, beginning 06/18/2018; Step 3-\$17.07/hr.
7. Melissa Kaderlik, Special Ed EA-PCA for 6.75 hours/day at Sibley, beginning 08/27/2018; Spec Ed Step 1 2018-19 TBD
8. Jake Kromschroeder, 1.0 FTE Custodian at the High School, beginning 06/18/2018; Step 2-\$16.70/hr.
9. Alexa Ochocki, 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 1-\$12.56/hr.
10. Joel Olson, 1.0 FTE Student Activities Director at the High School, beginning 07/01/2018; \$101,810 (2018-19 + Step 4-\$5,950)
11. Stephen Sandberg, 1.0 FTE Special Education LD/EBD Teacher at the ALC, beginning 08/27/2018; MA, Step 15
12. Pilar Sullivan, 1.0 FTE Early Childhood Educational Assistant at Longfellow, beginning 08/20/2018; Gen Ed Step 3 2018-19 TBD
13. Regina Young, Head Girls Soccer Coach for 2.5 hours/day at the High School, beginning 08/13/2018-11/1/2018; Level B, Step 5
14. Nicolas Zabel, Event Worker with the District, beginning 06/01/2018-06/30/2018.
15. Summer Strength and Conditioning Coaches from June 18, 2018 through August 17, 2018:
 - Laura Marks (DeGroot) –Hourly: \$30.00 per hour
 - Cory Callahan – Hourly: \$30.00 per hour
 - Larry Sanftner – Hourly: \$15.00

b) Increase/Decrease/Change in Assignment

1. Christine Clay, Site Assistant Substitute, change to 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.
2. Nancy Ivers, KidVentures Site Assistant Substitute, add KidVentures Site Assistant for up to 40 hours/wk at Sibley, effective 06/11/2018-08/24/2018; Step 1-\$12.56/hr.
3. Peggy Johnson, ECFE and HH EA for 35 hours/wk at the NCRC/LF, change to ECFE EA for 30 hours/wk at the NCRC, effective 08/20/2018.
4. Kristi Kortuem, Math Teacher at the High School, add Assistant Math Team Coach at the High School, effective 10/01/2018-3/20/2019; Level K, Step 1
5. Ellen Mucha, English Teacher at the High School, add Assistant Knowledge Bowl Advisor for 1 hour/day 3-4 times a week at the High School, effective 11/1/2018-4/20/2019; Level K, Step 1
6. Zack Rasmussen, KidVentures Student Site Assistant at Greenvale Park and Sibley, change to KidVentures Site Assistant at Sibley, effective 06/11/2018; \$12.56/hr.
7. Karl Viesselman, Interim Head Girls Track Coach at the High School, change to Head Girls Track Coach at the High School, effective 06/02/2018.

c) Retirements/Resignations/Terminations

1. Taylor Farm, Special Ed Teacher at Bridgewater, resignation effective 06/12/2018.
2. Caitlin Robertson, Summer PLUS Teacher, resignation effective 05/31/2018.

d) Administration is Recommending the Approval of the Following:

Administration submits the following employment contracts/agreements for approval. These contracts/agreements cover the period of July 1, 2018 through June 30, 2020.

1. Community Services Staff
2. Other Staff
3. Confidential

e) Correction: Advancement of Licensed Staff to Tenure Status for 2018-19

Pamela Moening was incorrectly placed as moving to second-year probationary status. Pamela Moening will be advanced to tenure status effective with the 2018-19 school year.

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

VII. Superintendent's Report

A. Items for Individual Action

1. Revised Policy 515 Protection and Privacy of Pupil Records.

On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved the recommended change to Policy 515 Protection and Privacy of Pupil Records and Appendix C of Policy 515 which incorporates the addition of district, school and department social media sites be included in "Directory Information" in the policy and in Appendix C of the policy.

2. 2017-2018 Revised Budgets.

On a motion by Colangelo, seconded by Iverson, the Board unanimously approved the Child Nutrition and Community Services revised revenues and revised expenditures amounts presented to the Board on May 14, 2018.

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
Child Nutrition	\$ 2,229,400	\$ 2,179,858
Community Services	\$ 2,669,212	\$ 2,623,758

3. Proposed 2018-2019 Budget - All Funds.

On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved the proposed budget for all funds for 2018-2019. The individual funds were presented and reviewed in detail at School Board meetings over the past few months.

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General (includes Capital & LTFM)	\$54,008,294	\$53,168,513
Child Nutrition	\$ 2,219,900	\$ 2,234,537
Community Services	\$ 2,765,253	\$ 2,822,986
Debt Service	\$ 5,749,314	\$ 5,734,694
Trust	\$ 71,730	\$ 76,030
Internal Service	\$ 7,558,599	\$ 7,115,731

4. FY 2018 Audit Engagement Letter.

On a motion by Colangelo, seconded by Goerwitz, the Board unanimously accepted the 2017-2018 Engagement Letter from CliftonLarsonAllen, LLP in the amount of \$23,700 plus expenses.

6. Resolution Establishing Dates for Filing Affidavits of Candidacy.

On a motion by Quinnell, seconded by Goerwitz, the Board approved the Resolution Establishing Dates for Filing Affidavits of Candidacy. As the first step in the process leading to the School Board election to be held on Tuesday, November 6, 2018, the Board is requested to adopt the Resolution Establishing Dates for Filing Affidavits of Candidacy. 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 three School Board vacancies may be filed at the District Office, 1400 Division Street South, beginning July 31, 2018 and ending August 14, 2018. An election will be held to fill three vacancies with four-year terms. The terms of Margaret Colangelo, Julie Pritchard, and Jeff Quinnell expire on December 31, 2018. Voting "yes" was Colangelo, Iverson, Pritchard, Quinnell, Stratmoen, and Goerwitz. No one voted "no". Hardy was absent.

VIII. Items for Information

A. End of the Year Enrollment Report.

The Board received the end of year enrollment report which indicated a final enrollment of 3984 students.

IX. Future Meetings

- A. Monday, July 9, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, August 13, 2017, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, August 27, 2017, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Colangelo, the Board adjourned at 8:25 p.m.

Noel Stratmoen
School Board Clerk