

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

July 13, 2026

District Office Board Room

1. Call to Order

School Board Vice Chair Corey Butler called the regular meeting of the Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Butler, Epstein, Goerwitz, Gonzalez-George, Miller, Nelson, and Quinnell. Absent: None. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted on the school district website.

2. Agenda Approval/Table File

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

3. Public Comment

There were no public comments.

4. Announcements and Recognitions

- Superintendent Anderson expressed gratitude for the kindness, support, and warm welcome he has received from the district as he has begun his new role as superintendent, especially from current leadership and the district office staff. He recognized returning leaders for intentionally welcoming and supporting new staff, reflecting on the organization's culture of generosity and partnership, and he thanked Kelly Spillman-Kramer, executive assistant to the superintendent and board of education, for her excellent support.
- Superintendent Anderson recognized new leaders for eagerly jumping into their roles, collaborating, and offering insights that have confirmed the value they bring to the district.
- Superintendent Anderson thanked the board for their leadership and Chair Claudia Gonzalez-George for taking the time to meet with him in preparation to begin his role, as well as their dedication and commitment to Northfield Public Schools.
- Superintendent Anderson thanked Dr. Matt Hillmann for his gracious, insightful, wise, knowledgeable, generous, and thoughtful leadership, and the deep respect and trust he has earned in the community.
- Congratulations to the Northfield High School Trap Team, who competed in the Class 9A MSHSL Clay Target State Tournament on June 26 in Prior Lake. The Raiders earned this opportunity by taking first place at the trap shooting championship competition on Tuesday, June 23.
- Congratulations to the Northfield High School Skeet Team, who took home their fourth consecutive Class 2A Championship trophy on June 10. In their individual tournaments, Danika Bulfer took third in the High Gun – Varsity – Female category and Brayden Dupay took third in the High Gun – Varsity – Male category.

5. Items for Discussion and Reports

- a. Annual Safety Drill Report. Superintendent Anderson and Director of Buildings and Grounds Justin Raabolle presented the district's safety drill report as required by Minnesota Statute 121A.037.

6. Consent Agenda

On a motion by Nelson, seconded by Epstein, the board unanimously approved the consent agenda.

- a. Minutes. Minutes of the regular school board meeting held on June 8, 2026, and the special school board meeting held on June 24, 2026.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Overnight Field Trip Request. Northfield High School Volleyball Coach Elizabeth Larson requested board approval to take 14 students to Marshall, MN September 11-12, 2026 for the Annual Southwest Minnesota State Volleyball Tournament.
- d. Financial Reports - February 2026. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$3,414,321.95, payroll checks totaling \$4,043,614.30, a wire transfer totaling \$550,000.00 from

Frandsen General to Frandsen Sweep, a wire transfer totaling \$250,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for February 2026. No bond payments were made. At the end of February 2026, total cash and investments amounted to \$65,140,353.13.

- e. Fiscal Year Organization Actions. The school district's financial year runs from July 1 to June 30. Each year at the school board meeting in July, financial organizational issues must be approved. They were as follows:
 - i. Motion to approve authorizing the Director of Finance to invest surplus district funds in accordance with applicable laws and with the district's Policy 705: Investments, for fiscal year 2026-2027.
 - ii. Motion to approve designating PMA/Associated Bank, Frandsen Bank & Trust Dundas, U.S. Bank Minnesota and the Minnesota School District Liquid Asset Fund as official bank depositories provided they maintain adequate pledged collateral as required by law per district Policy 705: Investments, for fiscal year 2026-2027.
 - iii. Motion to approve authorizing the Director of Finance and the Superintendent to make appropriate wire transfers to and from district depository accounts for fiscal year 2026-2027.
- f. Memberships for 2026-27. The school district belongs to several cooperatives, leagues and associations. Membership in the groups listed below were renewed for the 2026-2027 school year.
 - i. Minnesota State High School League. The designated Northfield High School representative is Activities Director John Mahal, and the designated school board representative is Board Member Corey Butler.
 - ii. Minnesota Association of School Administrators.
 - iii. Minnesota Association of Charter School Authorizers.
 - iv. Southeast Service Cooperative.
 - v. Region V Computer Services Cooperative.
 - vi. Rice County Family Services Collaborative.
 - vii. Minnesota School Boards Association.
 - viii. Healthy Community Initiative.
- g. Policy Updates. The board approved updating references to individuals who have retired in policies 522, 528, and 722, replacing their contact information with current personnel.
- h. Personnel Items.
 - i. Appointments
 - 1. Amy Barlow, Child Nutrition Manager I for 7.5 hours/day at Spring Creek beginning 8/17/2026. \$28.26/hr.
 - 2. Lillian Bauer, 1.0 FTE Custodian Engineer at the High School beginning 6/29/2026. Step 1, \$27.71/hr.
 - 3. Elaina Haag, Summer Lifeguard for Community Education/Recreation beginning 6/12/2026-8/31/2026. Step 1, \$15.02/hr.
 - 4. Kristi Kortuem, Summer Master Swim Club Coach for Community Education/Recreation beginning 6/15/2026-8/31/2026. \$90/hr.
 - 5. Erin Lemke, Child Nutrition Associate I for 3.25 hours/day at Bridgewater beginning 8/20/2026. \$23.52/hr.
 - 6. Joanna McLees, .619 FTE Long-Term Substitute Early Childhood Teacher at the NCEC beginning approximately 9/14/2026-1/1/2027. MA, Step 2.
 - 7. Kevin O'Brien, Summer Master Swim Club Coach for Community Education/Recreation beginning 6/15/2026-8/31/2026. \$90/hr.
 - 8. Mariah O'Donnell, Special Education EA/PCA for 6.75 hours/day at the Middle School beginning 8/25/2026. Step 1, \$22.30/hr.
 - 9. Elvia Perez Benitez, 1.0 FTE Custodian at the Middle School beginning 6/17/2026. Step 5, \$24.35/hr.
 - 10. Dylon Rowe, .5 FTE Assistant Dance Coach at the High School beginning 10/26/2026. \$2,545 stipend.
 - 11. Alisha Saladino, Summer Instructor Assistant for Community Education/Recreation beginning 6/12/2026-8/31/2026. Step 6, \$16.37/hr.
 - 12. Tegan Underdahl, 1.0 FTE Long-Term Substitute Grade 4 Teacher at Bridgewater beginning approximately 9/28/2026-2/26/2027. BA, Step 1.
 - 13. Nicole Weston, Child Nutrition Associate III for 6.5 hours/day at Spring Creek beginning 8/17/2026. \$26.80/hr.
 - 14. Bella Christopherson, Summer Instructor Assistant for Community Education/Recreation beginning 7/6/2026-8/31/2026. Step 1, \$15.02/hr.
 - 15. Anna Edwards, 1.0 FTE Administrative Support Assistant to the Principal at Spring Creek beginning 7/16/2026. Class IV - Step 2, \$26.73/hr.
 - 16. Fabiola Valbuena, 1.0 FTE Custodian at the High School beginning 7/6/2026. Step 2, \$22.81/hr.
 - ii. Increase/Decrease/Changes in Assignment

1. Paula Baragary, Teacher at Spring Creek, add Eagle Bluff Coordinator for Community Education effective 6/18/2026-8/21/2026. \$1,000 stipend.
2. Shari Bridley, General Ed EA for 3.5 hrs/day and Special Ed EA/PCA for 3.10 hrs/day at the NCEC, change to Special Ed EA/PCA for 7.0 hrs/day at the NCEC effective 8/27/2026.
3. Amy Boecker, Special Ed EA/PCA for 6.10 hrs/day at the NCEC, change to 6.75 hrs/day effective 8/27/2026.
4. Caroline Bussmann, Class IV Administrative Support Assistant - Community Education for 260 days/year at the NCEC, change to 250 days/year effective 7/1/2026.
5. Kristen Cade, Teacher at Bridgewater, add Bridges to Kindergarten Teacher for up to 44 hours at Bridgewater effective 8/10/2026-8/21/2026. \$40/hr.
6. Lynnsey Carlsen, Special Ed EA/PCA - RISE Program for 3.2 hrs/day and Special Ed EA/PCA - Resource Program for 3.2 hrs/day at Bridgewater, change to Special Ed EA/PCA - Resource Program for 6.75 hrs/day effective 8/27/2026.
7. Thomas Dickerson, Teacher at Bridgewater, add Private Lesson Coach for Community Education/Recreation effective 6/17/2026-8/31/2026. \$45/individual/hour; \$36/individual/hour Group of 5 or less.
8. Miriel Ennis, Summer Instructor Assistant for Community Education/Recreation, add Summer Instructor Lead for Community Education/Recreation effective 6/18/2026-8/31/2026. \$16.37/hr.
9. Estella Freeman, Summer Instructor Assistant for Community Education/Recreation, add Summer Instructor Lead for Community Education/Recreation effective 6/12/2026-8/31/2026. \$16.64/hr.
10. Elaina Haag, Summer Lifeguard for Community Education/Recreation, add Summer Instructor Assistant for Community Education/Recreation effective 6/12/2026-8/31/2026. \$15.02/hr.
11. Gretchen Heil, Teacher at Spring Creek, add Bridges to Kindergarten Teacher for up to 44 hours at Spring Creek effective 8/10/2026-8/21/2026. \$40/hr.
12. Mara Hessian, Special Ed EA/PCA - RISE Program for 3.375 hrs/day and Special Ed EA/PCA - Resource Program for 3.375 hrs/day at Bridgewater, change to Special Ed EA/PCA - Resource Program for 6.75 hrs/day at Bridgewater effective 8/27/2026.
13. Christine Howard, Speech and Language Pathologist at Greenvale Park/Spring Creek, change to Speech and Language Pathologist at Greenvale Park effective 8/27/2026.
14. Tricia Kasa, AP Testing Coordinator at the High School, position reduced/eliminated effective 8/27/2026.
15. Lisa Koktavy, Class IV Administrative Support Assistant - Community Education for 260 days/year at the NCEC, change to 250 days/year effective 7/1/2026.
16. Bailey Krueger, Speech and Language Pathologist at Greenvale Park/St. Dominic, change to Speech and Language Pathologist at Bridgewater/St. Dominic effective 8/27/2026.
17. Gretta Kunze, Teacher at the NCEC, add Bridges to Kindergarten Teacher for up to 44 hours at Greenvale Park effective 8/10/2026-8/21/2026. \$40/hr.
18. Alisa Larsen, Special Ed EA/PCA for 2.80 hrs/day at the NCEC, change to 5.90 hrs/day effective 8/27/2026.
19. Elizabeth Larson, Teacher at Bridgewater, add Summer Camp Coach for Community Education/Recreation effective 7/13/2026-8/31/2026. \$20/hr.
20. Jill Lauritzen-Kohel, Teacher at the High School, add Teacher Mentor - Grow Your Own effective 7/1/2026-6/11/2027. \$1,500 stipend.
21. Becky Malecha, Teacher at Spring Creek, add Teacher Mentor - Grow Your Own effective 7/1/2026-6/11/2027. \$1,500 stipend.
22. Katie Malecha, Special Ed EA/PCA for 6.75 hrs/day at Bridgewater, add .50 hrs/day supervision for a total of 7.25 hrs/day effective 8/27/2026.
23. Beth Momberg, Special Ed EA/PCA for 6.05 hrs/day at the NCEC, change to 6.75 hrs/day effective 8/27/2026.
24. Marilyn Nelson, Special Ed EA/PCA for 2.65 hrs/day at the NCEC, change to 1.95 hrs/day effective 8/27/2026.
25. Xochitl Oaxaca, Special Ed EA/PCA for 6.80 hrs/day at the NCEC, change to 7.0 hrs/day effective 8/27/2026.
26. Jacob Odell, Special Education Teacher at the High School, add Camp Friends Coordinator for Community Education effective 6/18/2026-8/21/2026.
27. Theresa Olson, Supervision EA for 1.50 hrs/day and Special Ed EA/PCA for 6 hrs/day at Bridgewater, change to Special Ed EA for 6.75 hrs/day at Bridgewater effective 8/27/2026.
28. Chris O'Neill, Teacher at the Middle School, add Eagle Bluff Coordinator for Community Education effective 6/18/2026-8/21/2026. \$1,000 stipend.
29. Stephanie Petersen, Special Ed EA/PCA for 6.75 hrs/day at Greenvale Park, change to Special Ed EA/PCA for 6.75 hrs/day at Bridgewater effective 8/27/2026.
30. Stephanie Petersen, Special Ed EA/PCA for 6.75 hrs/day at Bridgewater, change to Special Ed EA/PCA for 6.75 hrs/day at Spring Creek effective 8/27/2026.
31. Graham Peterson, Summer Instructor Assistant for Community Education/Recreation, add Summer Instructor Lead for Community Education/Recreation effective 6/29/2026-8/31/2026. \$16.10/hr.
32. Alisha Saladino, Summer Instructor Assistant for Community Education/Recreation, add Summer Instructor Lead for Community Education/Recreation effective 6/18/2026-8/31/2026. \$17.45/hr.
33. Kyle Schmidt, General Ed EA for 5 hrs/day at the NCEC, change to 4.30 hrs/day effective 8/27/2026.
34. Melissa Spitzack, Teacher at Spring Creek, add Summer Plus Teacher at Greenvale Park effective 6/17/2026-7/30/2026. \$40/hr.

35. Samuel Stier, Summer Instructor Assistant for Community Education/Recreation, add Summer Instructor Lead for Community Education/Recreation effective 6/29/2026-8/31/2026. \$16.10/hr.
36. Rebecca Stoufis, Special Education Teacher at the High School, add Camp Friends Coordinator for Community Education effective 6/18/2026-8/21/2026.
37. Jade Suhsen, Special Ed EA/PCA for 3.60 hrs/day at the NCEC, change to 3.10 hrs/day effective 8/27/2026.
38. Pilar Sullivan, General Ed EA for 7.75 hrs/day at the NCEC, change to 6.80 hrs/day effective 8/27/2026.
39. Sarah Swan McDonald, Teacher at the High School, add Boundary Waters Teacher for up to 32 hours at the ALC effective 6/15/2026-6/19/2026. Lane/step.
40. Gina Swenson, Teacher at Greenvale Park, add Bridges to Kindergarten Teacher for up to 44 hours at Greenvale Park effective 8/10/2026-8/21/2026. \$40/hr.
41. Justine Voronkova, Special Ed EA/PCA for 6.83 hrs/day at Bridgewater, change to 6.75 hrs/day effective 8/27/2026.
42. Deb Wagner, Cafeteria Supervision EA for 1.12 hrs/day, Special Ed EA/PCA - Resource Program for 1.755 hrs/day, and Special Ed EA/PCA - SOAR Program for 3.375 hrs/day at Bridgewater, change to Special Ed EA/PCA - RISE Program for 6.75 hrs/day effective 8/27/2026.
43. Michele Warden, Media EA for 5.5 hrs/day and Copy/Laminating EA for 2 hrs/day at Bridgewater, add .50 hrs/day supervisory for a total of 8 hrs/day effective 8/27/2026.
44. Katrina Warner, Supervision EA for 1 hr/day and Special Ed EA/PCA for 6.25 hrs/day at Bridgewater, change to Supervision EA for 1 hr/day and Special Ed EA/PCA for 6.75 hrs/day at Bridgewater effective 8/27/2026.
45. Kari Winter, Teacher at the NCEC, add Bridges to Kindergarten Teacher for up to 44 hours at Bridgewater effective 8/10/2026-8/21/2026. \$40/hr.
46. Lauren Zwolenski, Educational Assistant for 7.25 hrs/day at Spring Creek, change to 1.0 FTE Administrative Assistant to the Assistant Principal and Activities Director at the Middle School effective 7/1/2026. Class III - Step 4, \$25.04/hr.
47. Thomas Austin, AFNR/Technology Engineering Teacher at the High School, add a 1/6th overload for Semester I only effective 8/27/2026-1/22/2027.
48. Lindsay Becker Larson, ESY EA/PCA at the Middle School, add ESY Bus EA/PCA for 1.75 hours/day at the Middle School effective 7/6/2026-7/17/2026.
49. Pam Charlton, ADSIS Teacher at Greenvale Park, add Literacy Lead at Greenvale Park effective 8/27/2026-6/11/2027. \$1,000 stipend.
50. Noreen Cooney, School Social Worker at Spring Creek, add MTSS Lead at Spring Creek effective 8/27/2026-6/11/2027. \$1,000 stipend.
51. Danielle Crase, .7 FTE Assistant Girls Golf Coach at the High School, change to .85 FTE Co-Head Girls Golf Coach at the High School effective 3/22/2027.
52. Lindsey Downs, ADSIS Teacher at Spring Creek, add Literacy Lead at Spring Creek effective 8/27/2026-6/11/2027. \$1,000 stipend.
53. Sarah Duchene, ADSIS Teacher at Bridgewater, add Literacy Lead at Bridgewater effective 8/27/2026-6/11/2027. \$1,000 stipend.
54. Molly Ericksen, School Psychologist at Bridgewater, add MTSS Lead at Bridgewater effective 8/27/2026-6/11/2027. \$1,000 stipend.
55. Robert Garcia, Grade 4 Compañeros Teacher at Greenvale Park, add Math Lead at Greenvale Park effective 8/27/2026-6/11/2027. \$1,000 stipend.
56. Brittney Hubbard, Special Education SOAR Teacher at Spring Creek, add ESY SPARK Teacher for up to 3.75 hours/day, up to 10 days at the NCEC effective 7/6/2026-7/24/2026.
57. Marcy Korynta, School Psychologist at the Middle School, add MTSS Lead at the Middle School effective 8/27/2026-6/11/2027. \$1,000 stipend.
58. Hope Langston, .25 FTE Instructional Systems Data Coach at the District office, change to Instructional Services Transition Support for up to 5 days for the 2026-27 school year. \$683/day.
59. Suzanne Lanza, Grade 1 Compañeros Teacher at Bridgewater, add Math Lead at Bridgewater effective 8/27/2026-6/11/2027. \$1,000 stipend.
60. Melissa Larsen, Instructional Behavior Coach at Greenvale Park, add MTSS Lead at Greenvale Park effective 8/27/2026-6/11/2027. \$1,000 stipend.
61. Mackenzie Ludwig, ECSE Teacher at the NCEC, add ESY SPARK Teacher for up to 3.75 hours/day, up to 10 days at the NCEC effective 7/6/2026-7/24/2026.
62. Becky Malecha, Grade 5 Teacher at Spring Creek, add Math Lead at Spring Creek effective 8/27/2026-6/11/2027. \$1,000 stipend.
63. Nancy Meyers, Child Nutrition Associate III at the Middle School, add ESY Bus EA/PCA - CVSEC for 3 hours/day effective 7/13/2026-7/30/2026.
64. Ruth Morgan-Malecha, Substitute EA for the District, add ESY Bus EA/PCA for 1.5 hours/day at Greenvale Park effective 7/6/2026-7/17/2026.
65. Mel Miller, Head Girls Golf Coach at the High School, change to .85 FTE Co-Head Girls Golf Coach at the High School effective 3/22/2027.
66. Joan Odell, ESY EA/PCA at Greenvale Park, add ESY Bus EA/PCA for 1.58 hours/day for the District effective 7/13/2026-7/30/2026.

67. Molly Otte, Art Teacher at the Middle School, add a 1/6th overload in lieu of supervision effective 8/27/2026-6/11/2027.
68. Amy Pantze, Special Ed EA/PCA for 6.75 hours/day plus .5 hours/day supervisory at Greenvale Park, change to Special Ed EA/PCA for 6.75 hours/day plus .25 hours/day supervisory at Greenvale Park effective 9/8/2026.
69. Sarah Swan-McDonald, MTSS Teacher at the High School, add MTSS Lead at the High School effective 8/27/2026-6/11/2027. \$1,000 stipend.
70. Jan Thomas, Substitute Bus EA for the District, add ESY Bus EA/PCA - MSAD/MSAB for 1.20 hours/day for the District effective 7/13/2026-7/30/2026.
71. Rachael Thompson, School Psychologist at the NCEC, add MTSS Lead at the NCEC effective 8/27/2026-6/11/2027. \$1,000 stipend.
- iii. Leave of Absences
 1. N/A
- iv. Retirements/Resignations/Terminations
 1. Kari Adelmann, ESY EA/PCA at the NCEC, resignation effective 7/7/2026.
 2. Tyler Balow, Co-Head Boys Track & Field Coach at the High School, resignation effective 7/2/2026.
 3. Amy Truman, Administrative Support Assistant at Spring Creek, resignation effective 6/24/2026.
 4. Tegan Underdahl, Early Ventures Teacher at the NCEC, resignation effective 8/19/2026.
 5. Suzanne Lanza, Compañeros Teacher at Bridgewater, resignation effective 7/13/2026.
 6. Liz Pasch, Child Nutrition Associate I at the High School, resignation effective 7/13/2026.
 7. Alicia Veltri, Special Education Instruction & Inclusion Coach at the District Office, resignation effective 7/11/2026.

7. Items for Individual Action

- a. Transportation Contract. On a motion by Butler, seconded by Goerwitz, the board unanimously approved the two-year transportation contract with Benjamin Bus, Inc. for 2026-28, with an option to extend the contract two more years, through the 2029-30 school year.
- b. Participation Agreement Between Northfield Public Schools and St. Dominic School. On a motion by Quinnell, seconded by Epstein, the board unanimously approved the participation agreement between St. Dominic School and Northfield Public Schools, allowing seventh and eighth grade students enrolled at St. Dominic to participate in select Northfield School District programs that are not offered at St. Dominic. In accordance with MSHSL Bylaw 105, seventh and eighth grade students at St. Dominic have the opportunity to participate in NHS activity programs because St. Dominic is a non-continuation school that does not offer education beyond eighth grade. This agreement will be reviewed every two years.
- c. 2026-27 Student Citizenship Handbook. On a motion by Epstein, seconded by Miller, the board unanimously approved the proposed changes to the 2026-27 Student Citizenship Handbook.
- d. Resolution Designation of Identified Official with Authority for the MDE External User Access Recertification System. On a motion by Butler, seconded by Nelson, the board approved by roll call vote the resolution to authorize Dr. Tim Anderson to act as the Identified Official with Authority (IOwA) and Christine Neset to act as the IOwA to add and remove names only for Northfield Public Schools 0659-01. Voting "yes" were: Butler, Epstein, Goerwitz, Miller, Nelson, Quinnell, and Gonzalez-George. No one voted "no".

BE IT RESOLVED by the Board of Education of Independent School District No. 659, as follows: The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The board authorizes Dr. Tim Anderson to act as the Identified Official with Authority (IOwA) and Christine Neset to act as the IOwA to add and remove names only for Northfield Public Schools 0659-01.

8. Items for Information

- a. Construction Update No. 28. Superintendent Anderson provided an update on the NHS construction project.

- b. End-of-Year Enrollment Report. Superintendent Anderson reviewed the June 2026 end-of-year enrollment report.
- c. Dates for Filing Affidavits of Candidacy. The dates for filing for school board are July 14-28, 2026 in the District Office. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on Tuesday, July 28, 2026. The next school board election will be held on Tuesday, November 3, 2026.
- d. July 27 Training Session Canceled. The board training session scheduled for July 27, 2026 has been canceled. The board will consider scheduling a training session at a date to be determined this fall.

9. Future Meetings

- a. Monday, August 10, 2026, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, August 24, 2026, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, September 14, 2026, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Quinnell, seconded by Nelson, the board unanimously approved to adjourn the meeting at 6:36 p.m.



Maggie Epstein
School Board Clerk