

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

August 10, 2020

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: Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. In accordance with Governor Walz's Stay Safe Plan, this meeting was set up in accordance with the plan's social distancing guidelines. In addition, all those present wore face coverings the duration of the meeting. Board member Iverson attended via teleconference in accordance with Minnesota Statute 13D.021, which permits boards to hold a meeting by telephone conference call or other electronic means. Present at this meeting was Dr. Matt Hillmann, Superintendent, and Anita Aase, Executive Administrative Assistant. Also present via video conference was Erin Bailey, Director of Community Education; Hope Langston, Director of Instructional Services; Val Mertesdorf, Director of Finance; and elementary school principals Nancy Antoine from Bridgewater, Sam Richardson from Greenvale Park, and Scott Sannes from Sibley. Observing the meeting via Zoom was Sam Wilmes, a reporter with the Northfield News. This meeting was live-streamed and recorded, and access to the recording was posted to the school district website.

II. Agenda Approval/Table File

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

III. Public Comment

To accommodate the public comment portion of our meeting, members of the public were invited via the school district website to submit feedback to the Board via email by 5:00 p.m. on August 10, 2020. All submissions that followed the district policy regarding public comment would be read by Chair Pritchard at this time. There was public comment submitted by Rich Graves, 1202 Festler Court, supporting remote instruction, and public comment was submitted by Robert Coleman, 901 Male St, and Claudia Gonzales-George, 2427 Valley Dr, expressing gratitude to all teachers, staff, administrators and school board members as they prepare for the school year.

IV. Announcements and Recognitions

- Northfield Public Schools Community Education, Northfield Promise, StriveTogether, and KABOOM! have worked together to increase access to play spaces for local kids by creating a new, kid-designed playground that broke ground on August 5. It will be located at the new Northfield Community Education Center (700 Lincoln Pkwy) and gives kids an incredible place to play close to where they live and learn.

V. Items for Discussion and Reports

- A. Elementary Schools' Continuous Improvement Plan Presentation. Elementary school principals Nancy Antoine, Sam Richardson, and Scott Sannes presented a collaborative elementary school continuous improvement plan to the Board. The presentation included key reflections on distance learning from the 2019-20 school year and the goals set for the 2020-2021 school year. These goals focus on people, learner outcomes, stewardship and partnerships.
- B. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommendations on the Early Ventures, Kid Ventures, PLUS and Middle School Youth Center/BLAST Handbooks, as well as Policy 408. This will be an item for individual action at the next Board meeting.
- C. 2020-2021 Learning Models and Decision-Making Process. Dr. Hillmann updated the Board on the learning models and the decision-making process for the 2020-2021 school year. Early in the summer, the Minnesota Departments of Education and Health provided guidance to school districts to prepare for three potential learning models during the 2020-21 school year. The learning models are in-person, hybrid and distance learning. We had three PreK-12 teams assist in preparing our learning models. The teams were Logistics lead

by Joel Olson, Instructional Design lead by Hope Langston, and Virus & Health Prevention lead by Cheryl Hall. Most recently the State announced their *Safe Learning Plan for 2020-21* which provides additional guidance for schools including a data driven grid based on new COVID-19 cases per 10,000 over 14 days by county of residence.

To start the year we will hold family conferences September 8 - 11, 2020 and the first day of school will be September 14, 2020. The MSHSL has moved the football and volleyball seasons to Spring 2021; other Fall sports will begin next week with reduced schedules. Superintendent Hillmann reviewed the district's guiding principles which will assist in making decisions and detailed each learning model. He also explained the online only Portage Option the district will offer.

The district is committed to serving every student, special education services, EL support, instructional practices, virus prevention and mitigation, and partnering with our families. The district will announce the learning model we will use to start the school year on August 17, 2020.

- D. Financial Update. Dr. Hillmann provided a brief financial update to the Board and shared we will receive additional Coronavirus Relief Funding which must be expended by December 31, 2020. Both the county and the city are able to redirect some of their CARE Act funds to other agencies and we are working with them to solidify expenses that would qualify for reimbursement from these CARE Act recipients. The most recent State financial forecast projects over a \$4 billion deficit and so we anticipate it will be very difficult for the legislature to provide any increase to the per pupil formula. We are facing a short-term financial challenge in preparing for this coming school year and we have long-term financial considerations we will have to address.

VI. Consent Agenda

On a motion by Goerwitz, seconded by Hardy, the Board approved the following Consent Agenda.

A. Minutes

- Minutes of the Regular School Board meeting held on July 13, 2020

B. Gift Agreements

- \$1,424.00 from Northfield Fine Arts Booster for a binding machine
- \$1,000.00 from Northfield Fine Arts Booster for vocal activity video contracted services
- \$1,600.00 from Northfield Healthy Community Initiative for ALC field trips

C. Personnel Items

a) Appointments

1. Kevin Gilbert, 1.0 FTE Custodian at the Middle School, beginning 8/10/2020; Step 3
2. Claudia Lange, Non Licensed Spanish Interpreter ESY, hours vary, with the District, beginning 3/5/2020-8/21/2020. Interpreter rate of pay
3. Bridgette Leigh, 1.0 FTE Early Childhood Special Education Teacher at Longfellow, beginning 8/20/2020; BA40, Step 3.
4. Lily Moravchik, Summer Aquatics Position with Community Services, beginning 6/30/2020-8/31/2020; Gen Rec-\$10.75/hr., Lifeguard-\$10.89/hr.
5. Andrew Richardson, 1.0 FTE Industrial Technology Teacher at the High School, beginning 8/25/2020; MA30, Step 13
6. Mark Snare, 1.0 FTE Custodian at Greenvale Park, beginning 8/13/2020; Step 3.
7. Camila Donoso, 1.0 FTE Licensed School Psychologist at the High School, beginning 8/20/2020; MA, Step 5.
8. Cristian Fuentes-Rivera, Girls 9th Grade Soccer Coach for 2 hours/day for 3 days/week at the High School, beginning 8/17/2020; Hourly-\$14.00/hr.
9. Bernard Selwan, 1.0 FTE Mathematics Teacher at the High School, beginning 8/25/2020. MA, Step 11

b) Increase/Decrease/Change in Assignment

1. Stephanie Balma, School readiness Teacher at Longfellow, add Bridges to Kindergarten Teacher for 20 hours/week at Longfellow, effective 7/21/2020-8/15/2020; Yr. 3-\$27.11/hr.
2. Ashley Benhart, Teacher at Sibley, add Targeted Service Summer PLUS Substitute Teacher-Distance Learning, effective 7/7/2020-7/30/2020; Sub-\$27.11/hr.

3. Kristen Cade, Teacher at Bridgewater, add Bridges to Kindergarten Teacher for 20 hours/week at Bridgewater, effective 7/21/2020-8/15/2020; Yr. 25-\$28.82/hr.
 4. Amy Dorey, Special Ed Teacher at Longfellow, add Special Ed Teacher ESY for up to 30 hours at Longfellow, effective 7/6/2020-7/30/2020.
 5. John (Hal) Eckhart, Custodian at the High School, change to Custodian at the Northfield Community Education Center, effective 8/17/2020.
 6. Stephanie Hagberg, Teacher at Greenvale Park, add Bridges to Kindergarten Teacher for 20 hours/week at Greenvale Park, effective 7/21/2020-8/15/2020; Yr. 10-\$28.22/hr.
 7. Gretchen Heil, Teacher at Sibley, add Bridges to Kindergarten Teacher for 20 hours/week at Sibley, effective 7/21/2020-8/15/2020; Yr. 13-\$28.82/hr.
 8. Tiffany Kortbein, Teacher at Greenvale Park, add Bridges to Kindergarten Teacher for 20 hours/week at Greenvale Park, effective 7/21/2020-8/15/2020; Yr. 5-\$27.73/hr.
 9. Kathy Lansing, Early Childhood Screener, add Bridges to Kindergarten Teacher for 20 hours/week at Greenvale Park, effective 7/21/2020-8/15/2020; Yr. 4-\$27.73/hr.
 10. Michelle Martinez, Targeted Services Club Leader, change to Targeted Services Summer PLUS Teacher Distance Learning, effective 7/29/2020-7/30/2020. Yr. 1-\$27.11/hr.
 11. Pamela Moening, Occupational Therapist at Longfellow, add Occupational Therapist ESY for up to 35 hours at Longfellow, effective 7/6/2020-7/30/2020.
 12. Daniel Peterson, Auditorium Tech with Community Services, change to 1.0 FTE Custodian at the Middle School, effective 8/17/2020; Step 1
 13. Patricia Rogne, ECFE Educator with Community Services, add Bridges to Kindergarten Teacher for 20 hours/week at Sibley, effective 7/21/2020-8/15/2020; Yr. 11-\$28.22/hr.
 14. Jacob Dayneko, Industrial Technology Teacher at the High School, add an overload for the 2020-2021 school year, effective 8/31/2020-6/10/2021.
 15. Rebecca Messer, 1.0 FTE Science Teacher at the High School, change to .8 FTE Science Teacher and .2 FTE Industrial Technology Teacher at the High School for the 2020-2021 school year, effective 8/31/2020-6/10/2021.
 16. Daniel Peterson, Custodian at the Middle School, change start date to 8/10/2020; Step 1
 17. Dan Reisgraf, .5 FTE Phy Ed/.5 FTE Health Teacher at the Middle School, change to 1.0 FTE Health Teacher and add an overload for second semester only at the Middle School, effective 8/31/2020.
 18. Leah Sand, .4 FTE Health/.6 FTE Phy Ed Teacher at the High School, change to .2 FTE Health/.8 FTE Phy Ed Teacher second semester only at the High School, effective 8/31/2020-6/10/2021.
 19. Travis Wiebe, Science Teacher at the High School, add an overload for the 2020-2021 school year, effective 8/31/2020-6/10/2021.
- c) Leave of Absence
1. Update: Kathleen Casson, Teacher at the High School, rescind Leave of absence for the first semester of 2020-2021 school year, effective 7/29/2020.
 2. Erica Hubers, EA at Longfellow, Leave of Absence for the 2020-2021 School year, effective 7/29/2020.
 3. Joan Lizoala, Cultural Liaison for the District, Medical Leave of Absence extended from 8/20/20-10/30/2020.
 4. Sarah Woodcock, EarlyVentures Teacher at Longfellow, Family/Medical Leave of Absence effective 7/15/2020-8/7/2020.
 5. Shari Karlsrud, FACS Teacher at the High School, Family/Medical Leave of Absence effective 8/31/2020-9/20/2020.
 6. Steve Rinderknecht, Custodian at Bridgewater, Leave of Absence effective 8/17/2020 for up to 12 work weeks.
 7. Chrissy Alexander, General Education EA at Greenvale Park, leave of absence for the 2020-21 school year.
- d) Retirements/Resignations/Terminations
1. Theresa Brake, EA at Greenvale Park, Retirement effective 8/4/2020.
 2. Robbin Hedberg, EA at the Middle School, resignation effective 8/3/2020.
 3. Megan Kremin, ECSE Teacher at Longfellow, resignation effective 7/31/2020.
 4. LaDonna Miller, EA at Greenvale Park, resignation effective 7/24/2020.
 5. Carol Nick, EarlyVentures Teacher with Community Services, retirement effective 7/31/2020.
 6. Daniel Peterson, Auditorium Tech with Community Services, resignation to accept a different position within the district, effective 7/30/2020.
 7. Michelle Sonnega, National Honor Society Advisor at the High School, resignation effective 7/31/2020.
 8. Kathleen Wilson, Teacher at the High School, resignation effective 7/31/2020.
 9. Jennifer Allison, Teacher at Bridgewater, resignation effective 8/6/2020.
 10. Shelby Rodeman, EA at Greenvale Park, resignation effective 8/5/2020.

e) 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, 2020 through June 30, 2022.

1. Office Employees
2. Educational Assistants

f) Contract for Translation Services

1. Administration submits an agreement between Northfield Public Schools and Mar Valdecantos for translation services effective July 1, 2020 through June 30, 2021 at a cost of \$11,040.00.

VII. Superintendent's Report

A. Items for Individual Action.

1. Approval of Handbook for 2020-2021 and Policies. On a motion by Goerwitz, seconded by Baraniak, the Board approved the 2020-2021 Hand In Hand Handbook and Policies 401, 402, and 407 initially presented at the July 13, 2020 Board meeting and recommended by the Policy Committee.
2. Resolution Relating to the Election of School Board Members and Calling the School Board Election. On a motion by Quinnell, seconded by Baraniak, the Board adopted the Resolution Relating to the Election of School Board Members and Calling the School Board Election. This School Board election will be held on Tuesday, November 3, 2020. This resolution is the Board authorization necessary to formally establish this year's election process. The adoption of this resolution will meet the requirements necessary to comply with the election process. Ballots for School Board election will be included in the general election ballots prepared by the County Auditors. The official canvass of the election results will be scheduled as an agenda item for the Special Board Meeting on Friday, November 13, 2020. Voting 'yes' was Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. No one voted 'no.'
3. Resolution for Adopting a Base Learning Model for the 2020-2021 School Year and Other COVID-19 Related Matters. On a motion by Hardy, seconded by Baraniak, the Board approved the Resolution for Adopting a Base Learning Model for the 2020-2021 School Year and Other COVID-19 Related Matters.

WHEREAS, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

WHEREAS, the Superintendent of Independent School District 659 Dr. Matthew Hillmann, hereinafter the "Superintendent", is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

WHEREAS, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, Superintendent;

WHEREAS, on March 13, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-01, which declared a peacetime emergency in Minnesota in response to the COVID-19 pandemic; and

WHEREAS, on July 30, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-82 and the Safe Learning Plan for 2020-2021 (the "Safe Learning Plan"), which set forth five Learning Models (in-person learning for all, in-person learning for elementary students and hybrid learning for secondary students, hybrid learning for all students, hybrid learning for elementary students and distance learning for secondary students, and distance learning) and authorized all school districts in the State of Minnesota to select and implement an appropriate base Learning Model in accordance with, and subject to, the Safe Learning Plan; and

WHEREAS, the Minnesota Department of Education ("MDE") has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

WHEREAS, the Minnesota Department of Health ("MDH") has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

WHEREAS, the Superintendent and the administration of the School District have conferred with the School Board regarding the available Learning Models, the current MDE and MDH requirements for each, and other relevant information; and

WHEREAS, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that the School District finalize its decision about the base Learning Model to be implemented at the commencement of the 2020-2021 school year based on the Rice County infection rate per 10,000 resident and the guidance provided by MDE and MDH.

NOW, THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No.659 as follows:

Section 1: The Superintendent is hereby directed, after consultation with the School Board Chair and notification to the School Board, to select and implement the base Learning Model for the School District or any specific school buildings based on the Rice County infection rate per 10,000 residents while considering any other mitigating factors identified in consultation with Rice County Public Health, the Minnesota Department of Health, and/or the Minnesota Department of Education. The decision about the base Learning Model should be made and communicated with families on or around August 17, 2020.

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement a different Learning Model for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of a different Learning Model is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The Learning Model selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement a different Learning Model.

Section 3: The Superintendent will provide regular updates to the School Board regarding the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Voting 'yes' were Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. No one voted 'no'.

4. Proposed 2020-2021 School Calendar. On a motion by Goerwitz, seconded by Hardy, the Board approved a revision to the 2020-2021 school year calendar. This change incorporates opening-of-the-year family conferences on September 8 - 11, 2020. These dates will not be included as student contact days. The first day of school will be Monday, September 14, 2020.

VIII. Items for Information

- A. Filing for School Board is July 28-August 11, 2020 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 August 11, 2020. Candidates should contact Anita Aase at #507.663.0629 to arrange an appointment to file. Candidates may also file electronically or mail their affidavit of candidacy, with the filing fee, to Northfield Public Schools District Office, % Anita Aase, 1400 Division Street SE, Northfield, MN 55057. To date, eight candidates have filed affidavits of candidacy.
- B. Construction Update #30. Superintendent Hillmann updated the Board on the District's construction projects. On Tuesday, August 4th, the district took possession of the new Greenvale Park Elementary School.

IX. Future Meetings

- A. Monday, August 24, 2020, 7:00 p.m., Regular Board Meeting
- B. Monday, September 14, 2020, 7:00 p.m., Regular Board Meeting

X. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:41 p.m.

Noel Stratmoen
School Board Clerk

