

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Members of the Board of Education
FROM: Tim Anderson, Ed.D., Superintendent
RE: Table File Items for the August 10, 2026 Regular School Board Meeting

6. Consent Agenda

d. Personnel Items.

i. Appointments

- 14. Lori Bjork, 1.0 FTE Special Education Teacher at the Middle School beginning 8/27/2026. MA, Step 2.
- 15. Kathy Lansing, Bridges to Kindergarten EA for 7 hours/day at Spring Creek beginning 8/17/2026-8/21/2026. Step 4, \$23.98/hr.
- 16. Melissa Simmer, 1.0 FTE Special Education Teacher at Greenvale Park beginning 8/27/2026. BA+40, Step 10.
- 17. Marcia Welch, KidVentures Site Assistant for up to 17.5 hours/week at Spring Creek beginning 8/31/2026. Step 4, \$21.34/hr.

ii. Increase/Decrease/Changes in Assignment

- 17. Kristin Johnson, Summer Plus Teacher at Greenvale Park, change to 1.0 FTE Long-Term Substitute Grade 5 Teacher effective 8/27/2026-1/27/2027. MA, Step 10.
- 18. Updated: Vicki McKay, Child Nutrition Manager II at the Middle School, add Summer Child Nutrition Lead for up to 6 hours/day at Greenvale Park effective 6/17/2026-8/20/2026. \$28.26/hr.
- 19. Courtney Olukiran, Special Education Teacher at Greenvale Park, change to Special Education Instruction & Inclusion Coach for the District effective 8/10/2026. Lane/step.
- 20. Pilar Sullivan, EA at the NCEC, add Bridges to Kindergarten EA for 7 hours/day at Bridgewater effective 8/17/2026-8/21/2026.
- 21. Grace Swanson, Community School Site Leader at Bridgewater, change to Community School Site Leader at the Middle School effective 8/3/2026.

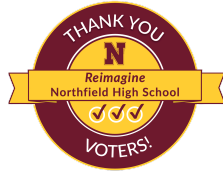
iv. Retirements/Resignations/Terminations

- 8. Stefany Perez, Assistant Middle School Girls Soccer Coach, resignation effective 8/5/2026.
- 9. Andrea Robbins, Early Childhood Special Education Teacher at the NCEC, resignation effective 7/14/2026.

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

8. Items for Information

- a. Construction Update No. 29. Superintendent Anderson will provide an update on the NHS construction project. A revised construction update is attached, which includes a note about drone footage taken on August 6 and a map developed to help navigate parking for fall activities from now until September 5, 2026.
- d. 2026-2027 e-Learning Day Plan. Superintendent Anderson will share the 2026-27 e-Learning plan. The use of the e-Learning Plan was approved by the board in unison with the 2024-25 school year calendar in December 2023. We are required to share the plan each year with the board and post it on the district's website. A revised plan is attached, stating that Adult Basic Education will now receive e-Learning day instructions from staff.



Reimagine Northfield High School Bond Referendum Projects | Construction Update No. 29 | August 10, 2026

Recent highlights

- Knutson Construction sends weekly project updates. These weekly updates are being posted to the [Reimagine Northfield High School website](#).
- A camera has been set up to show construction progress. A link to the camera footage can be accessed by scanning the QR code below, and has been added to the [Reimagine Northfield High School website](#).



- A drone was flown over the site on August 6, 2026 and shows aerial views of the underground utility work being completed. The footage is on the [Reimagine Northfield High School website](#).
- Watermain excavation and installation is starting to move across the NE parking lot to the north towards the old basketball and tennis courts. Parking will be limited to the eastern side of the lot. Walking access to doors 1 and 37 will remain open by using the sidewalks - either north or south of the parking lot. The excavation and installation will be blockaded off from people and vehicles.
- Dirt work is still the primary work being completed, which will prepare the site for building construction.
- The first geothermal well has been completed and is in the inspection phase. The inspection will make sure it meets the system's expectations before working on the subsequent wells.
- The map below has been developed to help navigate parking during the last half of August until September 5.
 - Those attending football, volleyball, or soccer games should use Raider Drive on the southwest corner of the map below to drop off or park for entry to Memorial Field or to enter Door 10 at the high school.
 - Those attending tennis matches should enter the site using Division Street on the east side of the map to drop off or park.
 - **Please note that due to continued progress on site, there will be increased construction traffic along Raider Drive.** Only construction vehicles are to enter the construction zone through the gated fence.



Upcoming meetings and discussions

- District leadership and budget meetings are held twice a month between the district, Wold, and Knutson to keep the project on track.
- Project oversight committee meetings are held twice a month, as needed.

Community Information

- Community members can view information about the project, including images and the [video walkthrough of the reimagined Northfield High School](#), on the [district website](#).

Why e-Learning days?

The purpose of e-Learning days is to maintain instructional momentum when Minnesota winter weather disrupts the ability to provide in-person instruction rather than extend the school year later into June.

Note: If a parent **does not** wish to have their student participate in an e-Learning day, they have that option. Please call the attendance line at your school and let them know. That absence will be excused.

When will the district use e-Learning days?

The first full school day cancellation due to winter weather **will not** be replaced with an e-Learning day. The **second** and **subsequent** school closures will be replaced with e-Learning days. In special circumstances, the superintendent may determine not to designate an e-Learning day on a day when there is a full school day cancellation due to weather. If the district closes school after initially identifying a two-hour late start, an e-Learning/online learning day will be implemented using the same parameters as if it were a standard school closure. There is a limit of five (5) e-Learning days for weather-related closures. Because school districts can provide online instruction to their students at their discretion, the board may authorize additional online learning days if necessary.

Staff availability

Teachers, administrators, and other licensed professionals will be available by email, phone (via voicemail), Talking Points, or through the grade-appropriate digital learning space (Schoology, SeeSaw, or Google Meet) based on the schedules below. The [staff directory](#) includes all district email addresses and voicemail extensions. Students receiving special education services can expect to be contacted by their case manager to determine how they can support a successful e-Learning/online learning day experience.

Student attendance and activities

Students will be considered in attendance as indicated in the table below. Parents may call the attendance line to notify the school of their student's absence. This absence will follow the same protocols as for an absence when students physically attend school. Student work on e-Learning/online learning days will follow the guidelines in the table below. Not all e-Learning/online learning activities will be graded. Graded activities will be allowed additional time for submission on a case-by-case basis. Students who need additional time because of limited Internet access or other family responsibilities should contact their teacher for an extension.

Building	Student Activity Guidelines
Area Learning Center	Students will receive e-Learning/online learning day instructions from the ALC.
Bridgewater, Greenvale Park, and Spring Creek	Students are marked "present" for the e-Learning/online learning day if they hand in the assigned work. At least one activity must be completed in each curricular area on the e-Learning matrix (linked below). Follow the instructions on the matrix. Teachers are available between 9:00-11:30 a.m. and 1:00-3:00 p.m. to support students and their work. Students may post their work in SeeSaw or Schoology or return it the next school day. Kindergarten Grade 1 Grade 2 Grade 3 Grade 4 Grade 5

Middle School	Northfield Middle School staff will post the day's activities on Schoology before 9:00 am. Students will join their Period 1 class via Google Meet at 9:00 am for attendance and to receive instructions about the e-Learning day. Expectations will align with what students would complete within a regular class period. The learning activity will advance the current content being learned in the course. The teacher will explain the maximum time the student should spend on the learning activity. Teachers will be available to assist students with the day's tasks based on the following schedule. For clarity, this schedule is not for required live instruction but for student assistance. 1st period: 9:00 am-9:45 am (includes the required 15-minute e-Learning day attendance, expectations, and schedule overview) 2nd period: 10:00 am-10:30 am 3rd period: 10:45 am-11:15 am Lunch: 11:15 am-12:15 pm 4th period: 12:15 pm-12:45 pm 5th period: 1:00 pm-1:30 pm 6th period: 1:45 pm-2:15 pm 7th period: 2:30 pm-3:00 pm
High School	Northfield High School staff will post the day's activities on Schoology before 9:00 am. Students will join their Period 2 class via Google Meet at 9:00 am for attendance and to receive instructions about the e-Learning day. Expectations will align with what students would complete within a regular class period. The learning activity will advance the current content being learned in the course. The teacher will explain the maximum time the student should spend on the learning activity. Teachers will be available to assist students with the day's tasks based on the following schedule. For clarity, this schedule is not for required live instruction but for student assistance. 2nd period: 9:00 am-9:45 am (includes the required 15-minute e-Learning day attendance, expectations, and schedule overview.) 1st period: 10:00 am-10:30 am 3rd period: 10:45 am-11:15 am Lunch: 11:15 am-12:15pm 4th period: 12:15 pm-12:45 pm 5th period: 1:00 pm-1:30 pm 6th period: 1:45 pm-2:15 pm 7th period: 2:30 pm-3:00 pm
Northfield Community Education Center	Early Ventures and KidVentures are canceled. Adult Basic Education, Early Childhood Family Education, and Hand-in-Hand Preschool - families will receive e-Learning day instructions from staff.
Big Nine Online	Students will follow the Big Nine Online program schedule.