

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

August 12, 2019

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

II. Approval of Agenda/Table File

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

III. Public Comment

There was no public comment.

IV. Announcements and Recognitions

- Forty-three incoming seventh grade students had a successful trip to Eagle Bluff July 24-26. While at Eagle Bluff, the Northfield students won two awards: The Eagle Bluff Environmental Learning Center Eagle Eye Award for excellence in conserving our natural resources and the Golden Clean Plate Award for excellence in minimizing dining hall food waste. Thank you to the district staff and parent chaperones for assisting with the trip.
- The Fall Parent Athlete meeting is August 15 at 6:00pm in the high school gym.

V. Items for Discussion and Reports

A. Construction Presentation

Sal Bagley, Architect with Wold Architects and Engineers, and Sr. Project Manager Josh Cooper from Knutson Construction, provided updates on the New Greenvale Park Elementary, Sibley Elementary, and Bridgewater Elementary Schools. They reviewed the bid process and recommendations for the New Greenvale Park Elementary School.

B. High School Continuous School Improvement Plan Presentation

Northfield High School Principal Joel Leer presented the continuous school improvement plan to the Board. The presentation included a progress report on the goals set for the 2018-2019 school year as well as new goals set for the 2019-2020 school year. Mr. Leer introduced Dr. Laura Kay Allen. Dr. Allen will be the interim high school principal through December 2019 while Mr. Leer is on an unpaid leave of absence to attend a global semester experience with his family through St. Olaf College..

C. Bridgewater Continuous School Improvement Plan Presentation

Bridgewater Elementary School Principal Nancy Antoine presented the continuous school improvement plan to the Board. The presentation included a progress report on the goals set for the 2018-2019 school year as well as new goals set for the 2019-2020 school year.

Chairperson Pritchard suggested the agenda be changed to address the first Item for Individual Action, New Greenvale Park Bid Approval, to accommodate our guests from Wold Architects & Engineers and Knutson Construction. Immediately after addressing the New Greenvale Park Bid Approval, the Board continued with the remainder of the agenda. There was no objection to changing the order of business.

D. 2019-2020 e-Learning Plan Update

Superintendent Hillmann presented an update on the District's e-Learning plan for the 2019-2020 school year. The first two cancellations due to winter weather will not be replaced with an e-Learning day. The third and subsequent school closures will be replaced with e-Learning days. If school is closed for two consecutive days, new activities will not be assigned on the second day. Teachers will be available for help based on the regular

e-Learning day schedule and students will use the second consecutive closure to complete outstanding work. If the District closes school after initially identifying a two-hour late start, an e-Learning day will be implemented using the same parameters as if it were a standard school closure. The school district will set a general limit of five (5) e-Learning days for weather-related closures. It does reserve the opportunity to identify additional e-Learning days as approved by the school board. Teachers, administrators, and other licensed professionals will be available by email, phone (via voicemail), or through the grade-appropriate digital learning space (Schoology or SeeSaw) from 9:30 am - 12:00 pm and then from 12:30 pm until 3:30 pm. Students will be considered in attendance unless indicated otherwise by their parent. Student activities shall be completed based on instructions from the teacher. Not all e-Learning activities will be graded. Students who need additional time because of limited Internet access or other family responsibilities should contact their teacher for an extension. Special Education students can expect a contact from their case manager to determine how they can support a successful e-Learning Day experience. Approval of the e-Learning Plan will be an item for action at the next Board meeting.

E. Policy 713 Student Activity Accounting

In accordance with the Resolution Regarding Board Control of Extracurricular Activities that was adopted by this school board on June 10, 2019, and Minn. Stat. § 123B.49, Subd. 2, which requires school boards to take charge of, control over, and account for all student activity funds that relate to curricular and cocurricular activities, Superintendent Hillmann and Director of Finance Val Mertesdorf introduced Policy 713. This policy sets forth the parameters of control and accountability for student activity funds. This will be an item for individual action at the next Board meeting.

VI. Consent Agenda

On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved the following Consent Agenda items:

A. Minutes.

- Minutes of the Regular School Board meeting held on July 8, 2019
- Minutes of the Special Closed School Board meeting held on July 8, 2019
- Minutes of the Special School Board meeting held on July 23, 2019

B. Gift Agreements.

- \$13,371.33 for scholarships from Lucille Duesterhoeft Scholarship Fund of the Minnesota Community Foundation
- \$4,000.00 for scholarships from Wayne R. Stickley and Jennifer A. Tuma Memorial Scholarship Fund of the Minnesota Community Foundation

C. Additional Co-Curricular Overnight Trips for 2019-2020. Co-curricular overnight trips for the 2019-2020 school year requested by Joel Olson.

D. Northfield Swim Club Agreement. The agreement between Northfield Swim Club and Northfield Public Schools is for the time period September 1, 2019 to August 31, 2020. There are no significant changes to this agreement.

E. Girls Hockey & Boys Hockey Cooperative Agreements with Randolph ISD 195. With approval from the Minnesota State High School League, Randolph Public School will be added to the Girls Hockey & the Boys Hockey cooperatives for the 2019-2020 school year.

F. Girls Swimming Cooperative Agreement with Randolph ISD 195 and Arcadia Charter School. With approval from the Minnesota State High School League, Randolph Public School and Arcadia Charter School will be added to the Girls Swimming cooperative for the 2019-2020 school year.

G. Personnel Items

a) Appointments

1. *Zachariah Besky, 1.0 FTE Cultural Liaison with the District, beginning 08/26/2019; \$47,837-Step 1

2. Kari Black, 1.0 FTE Long Term Substitute Counselor/Social Worker at the Middle School, beginning 08/26/2019-10/24/2019; BA, Step 1
 3. Melissa Borup, .5 FTE ALC Independent Study Teacher-Academic Advocate, beginning 08/26/2019; MA, Step 7
 4. Melissa Borup, .2 FTE Grade 6 Reading Teacher at the Middle School, beginning 08/26/2019; MA, Step 7
 5. Erik Burton, .4 FTE Long Term Substitute Social Studies Teacher at the High School, beginning 08/26/2019-06/08/2020; BA, Step 7
 6. Erik Burton, .6 FTE EL Teacher at the High School, beginning 08/26/2019-06/08/2020; BA, Step 7
 7. Margaret Colangelo, Special Ed EA-PCA for 5.75 hours/day at the High School, beginning 08/26/2019; Spec Ed Step 2-\$16.29/hr.
 8. Jennie Eubank, 1.0 FTE Long Term Substitute 4th Grade Teacher at Greenvale Park, beginning 08/26/2019-11/7/2019; BA, Step 7
 9. Sally Everson, 1.0 FTE EarlyVentures Site Leader at Longfellow, beginning 08/05/2019; Step 6-\$21.99/hr.
 10. *Jennifer Hachfeld, Long Term Substitute Child Nutrition Associate I for 3.25 hours/day at Bridgewater, beginning 08/22/2019- on or about 10/21/2019; \$18.34/hr.
 11. Cara Holland, 1.0 FTE 8th Grade Science Teacher at the Middle School, beginning 08/26/2019; MA+45, Step 15
 12. Siri Lindell, Assistant Girls Soccer Coach for 2 hours/day for 3 days/week at the High School, beginning 08/12/2019; \$14.00/hr.
 13. Brianna Maylone, Targeted Services PLUS Site Assistant for up to 6 hours/day at Greenvale Park, beginning 7/12/2019-08/01/2019; Step 1-\$13.21/hr.
 14. *Amanda Morelan, Special Ed EA-PCA for 6.75 hours/day at Bridgewater, beginning 08/26/2019; Step 1-\$15.93/hr.
 15. *Lacey Neuman Bissonette, KidVentures Site Leader for 30 hours/week during the school year and 40 hours/week during summer sessions at Greenvale Park, beginning 08/19/2019; Step 4-\$20.92/hr.
 16. Alicia Olsen, Special Ed EA-PCA for 6.5 hours/day at Bridgewater, beginning 08/26/2019; Step 1-\$15.93/hr.
 17. Elliott Peterman, Community Summer Recreation Position with Community Services, beginning 7/17/2019-08/31/2019; \$13.00/hr.
 18. Melissa Phelps, Child Nutrition Associate I for 3.75 hours/day at the Middle School, beginning 08/22/2019; \$18.34/hr.
 19. *Abby Quinnell, Assistant Dance Team Coach for 2 hours/day for 3 days/week at the High School, beginning 10/21/2019; Level F, Step 4
 20. Maria Richert, Assistant Cross Country Coach for 2 hours/day at the High School, beginning 08/13/2019; .60 Level G, Step 1
 21. *Leslie Rodriguez-Vazquez, Community School Site Leader for up to 10 hours/week at Greenvale Park, beginning 08/12/2019-06/05/2020; Site Lead Step 1-\$16.30/hr.
 22. Luca Sorensen, Lacrosse Supervisor with Community Services, beginning 08/06/2019-08/31/2019; \$10.50/hr.
 23. Karie Svien, Special Ed EA-PCA for 6.70 hours/day at the Middle School, beginning 08/26/2019; Spec Ed Step 3-\$16.63/hr.
 24. Theresa Bauman, .5 FTE Internal Reading Coach with the District, beginning 08/26/2019; MA, Step 9
 25. Tabatha Lagro, Special Ed EA-PCA for 6.75 hours/day and General Ed EA for .50 hours/day at Sibley, beginning 08/26/2019; Special Ed Step 1-\$15.93/hr. Gen Ed Step 1-\$15.34/hr.
- b) Increase/Decrease/Change in Assignment
1. Ann Ackerman, 1.0 FTE Speech Language Pathologist at Sibley, change to Speech Language Pathologist .5 FTE at Sibley and .5 FTE at Greenvale Park, effective 08/26/2019.
 2. Paula Bargary, 5th Grade Teacher at Sibley, add Teacher Mentor at Sibley, effective 08/21/2019-06/08/2020; \$750 Stipend
 3. Kari Black, Educational Assistant at the Middle School, add Camp Friends Staff with Community Services, effective 07/29/2019-08/23/2019.
 4. Lukas Bruihler, Skateboard Coach with Community Services, add Skateboard Supervisor with Community Services, effective 07/11/2019-08/31/2019; \$10.50/hr.
 5. Craig Cardinal, Assistant Nordic Ski Coach at the High School, add .4 Assistant Cross Country Coach at the High School, effective 08/17/2019; Level G, Step 1
 6. Jan Ensrud, English Teacher at the Middle School, add Teacher mentor at the Middle School, effective 08/21/2019-06/08/2020; \$750 Stipend
 7. Michelle Gaertner, Special Education Teacher at the Middle School, add Special Education Teacher Mentor at the Middle School, effective 08/22/2019-06/05/2020; \$750 Stipend

8. Ben Heath, ALC Independent Study Teacher-Temporary, change to ALC Independent Study Teacher-On Going, effective 08/26/2019.
9. Roanne Johnson, Special Education Teacher at Bridgewater, add Special Education Teacher Mentor at Bridgewater, effective 08/22/2019-06/05/2020; \$750 Stipend
10. Gail Kohl, Teacher at Bridgewater, add Teacher Mentor at Bridgewater, effective 08/22/2019-06/08/2020; \$750 Stipend
11. Richelle Kruger, Educational Assistant at the High School, add Camp Friends Staff with Community Services, effective 07/22/2019-08/16/2019.
12. Angela Kruse, Speech Language Pathologist at Greenvale Park, change to Speech Language Pathologist at Bridgewater, effective 08/26/2019.
13. Peter Maus, Math Teacher at the Middle School, add Middle School Activities Coordinator, effective 08/05/2019-06/10/2020; \$5000 Stipend
14. Mary Magnuson, Special Ed Teacher at the High School, add Special Ed Teacher Mentor at the High School, effective 08/22/2019-06/05/2020; \$750 Stipend
15. Makenzie Mathews, Special Ed EA-PCA/Bus Extended School Year at Longfellow, change to Special Ed Teacher for Extended School Year at Longfellow, effective 07/08/2019-08/01/2019;
16. Robert Matthies, Custodian for 25 hours/week at the High School, change to Custodian for 32 hours/week at the High School, effective 06/10/2019-08/30/2019.
17. Diane Nagy, Instructional Coach at Bridgewater, change to Title 1 Teacher at Bridgewater, effective 08/26/2019.
18. Jacob Odell, EA the High School, add Camp Friends Coordinator with Community Services, effective 07/22/2019-08/23/2019.
19. Kelli Otting, Special Ed Teacher at Sibley, add Special Ed Teacher Mentor at Sibley, effective 08/22/2019-06/05/2020; \$750 Stipend
20. Brent Rauk, Grade 5 Teacher at Bridgewater, change to .8 FTE Math Intervention Teacher and .2 FTE Math Teacher at Middle School, effective 07/19/2019.
21. Carrie Rice, Special Education Teacher at Greenvale Park, add .5 Special Education Teacher Mentor at Greenvale Park, effective 08/22/2019-06/05/2020; \$375 Stipend
22. Karen Roback, Special Ed EA-PCA at the High School and ALC, change to General Ed EA: Odysseyware for 6.5 hours/day at the High School, effective 08/26/2019-06/08/2020.
23. Kyle Roth, Early Childhood Special Ed Teacher, add Targeted Services Summer PLUS Teacher for up to 2 hours/day Mon.-Thurs. at Greenvale Park, effective 07/08/2019-08/01/2019; Yr. 2-\$27.11/hr.
24. Darrell Sawyer, Teacher at the Middle School, add 9th Grade Girls Basketball Coach-Hourly at the High School, effective 11/11/2019; \$18.00/hr.
25. John Schnorr, Speech Language Pathologist at Longfellow, add Speech Language Pathologist Extended School Year with the District, effective 06/27/2019-08/16/2019.
26. Michelle Steele, .8 FTE PE Teacher and .2 FTE DAPE at the Middle School, add an overload to DAPE every other day at the Middle School, effective 08/26/2019-06/08/2020.
27. Pilar Sullivan, Early Childhood Gen Ed EA at Longfellow, add Early Childhood Spanish Screener up to 20 hours/year at the NCRC, effective 08/15/2019-07/01/2020; \$20/hr.
28. Sarah Swan McDonald, Teacher at the High School, add Summer School Teacher for up to 5 hours/day Mon.-Thurs. at the ALC, effective 06/10/2019-07/25/2019; Lane/Step
29. Sarah Swan McDonald, Teacher at the High School, add Teacher Mentor at the High School, effective 08/26/2019-06/08/2020; \$750 Stipend
30. Diane Wiese, Special Ed Teacher at Greenvale Park, add .5 Special Ed Teacher Mentor at Greenvale Park, effective 08/26/2019-06/05/2020; \$375 Stipend
31. Sari Zach, Teacher at Greenvale Park, add Teacher Mentor at Greenvale Park, effective 08/26/2019-06/08/2020; \$750 Stipend
32. Stacie Banks, 1.0 FTE Early Childhood SPED Teacher at Longfellow, change to 1.0 FTE Early Ventures Teacher at Longfellow, effective 08/26/2019; Step 6
33. Kiwi Bielenberg, Girls Soccer Coach Level J at the Middle School, change to Girls Soccer Coach Level H at the Middle School, effective 08/26/2019; Level H, Step 7
34. Erik Burton, Teacher at the High School, add Football Coach at the Middle School, effective 08/19/2019; Level O-Hourly \$18.00/hr.
35. Ryan Driscoll, Assistant Boys Basketball Coach at the High School, change to Head Boys Basketball Coach at the High School, effective 08/17/2019; Level A, Step 1

36. Makenzie Mathews, EA at Longfellow, change to 1.0 FTE ECSE Teacher at Longfellow, effective 07/26/2019-06/10/2020. BA, Step 1

c) Leave of Absence

1. Stacie Banks, ECSE Teacher at Longfellow, Unpaid Leave of Absence, effective for the 2019-2020 School year.
2. Update: Peggy Mills, Community Services Site Assistant, Family/Medical Leave of Absence, effective 06/10/2019 extended through 8/9/2019.
3. Kathryn Schuman, EarlyVentures Teacher at Longfellow, Family/Medical Leave of Absence, effective 09/09/2019 on an intermittent basis for up to 60 work days.

d) Retirements/Resignations/Terminations

1. Tiffani Arnevik, EarlyVentures Teacher at Longfellow, resignation effective 08/16/2019.
2. Andy Berkvam, Boys Basketball Coach at the High School, resignation effective 07/15/2019.
3. Steve Cade, Girls Soccer Coach at the Middle School, resignation effective 07/30/2019.
4. Jeff Eckhoff, Assistant Principal at the High School, retirement effective 12/31/2019.
5. Molly Egleston, EarlyVentures Teacher at Longfellow, resignation effective 08/23/2019.
6. Steve Harner, Industrial Technology Teacher at the High School, declined position for the 2019-2020 school year.
7. Quinn Line, KidVentures Site Assistant at Greenvale Park, resignation effective 08/16/2019.
8. Yailyn Moran, KidVentures Site Assistant at Sibley, resignation effective 08/12/2019.
9. Amanda Morelan, Child Nutrition Associate at Bridgewater, resignation due to accepting another position within the district, effective 07/30/2019.
10. Angie Perez, Child Nutrition Associate III at Sibley, resignation effective 08/01/2019.
11. Zack Rasmussen, KidVentures Site Assistant at Greenvale Park, resignation effective 08/07/2019.
12. Remy Soulak, KidVentures Site Assistant at Longfellow, resignation effective 08/12/2019.
13. Andrea Stowe, EarlyVenture Teacher at Longfellow, resignation effective 09/01/2019.
14. Lori Witt Macrae, Educational Assistant at Sibley, resignation effective 08/01/2019.
15. Tyler Faust, Wrestling Coach at the Middle School, resignation effective 06/03/2019.
16. Melissa Reuvers, Special Ed EA at Bridgewater, resignation effective 08/11/2019.

VII. Superintendent's Report

A. Items for Individual Action

1. New Greenvale Park Bid Approval. On a motion by Goerwitz, seconded by Baraniak, the Board unanimously approved contracts be issued to the bidders presented for the New Greenvale Park Elementary School at a cost of \$21,322,129.
2. Policy 902 Use of School District Facilities and Equipment. On a motion by Quinnell, seconded by Iverson, the Board unanimously approved the recommended changes to Policy 902 effective immediately and the changes to the fee structure to be effective July 1, 2020.

VIII. Items for Information

- A. Construction Update #11. Dr. Hillmann provided an update on the District's construction projects.
- B. Back-to-School Breakfast and Program. The Back-to-School Breakfast and Program will be held Monday, August 26 at Northfield Middle School. Breakfast begins at 7:00am followed by the program at 8:15am.
- C. National Merit Reception. The National Merit reception is scheduled for Tuesday, November 12 at 6pm.

IX. Future Meetings

- A. Monday, August 26, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, September 9, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, September 23, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:33 p.m.

Noel Stratmoen
School Board Clerk