

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

August 22, 2022

District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard, Quinnell and Stratmoen. Absent: None. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

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

3. Public Comment

There was no public comment.

4. Announcements and Recognitions

- The filing period for the school board concluded on Aug. 16. There are six candidates for three board seats. Incumbents Tom Baraniak and Jeff Quinnell have filed along with Ben Miller, Robert Coleman, Ricky Antonio Livingston, and Jenny Nelson.

5. Items for Discussion and Reports

- a. Elementary Schools' Continuous Improvement Plan. Elementary Principals Nancy Antoine, Sam Richardson and Scott Sannes presented to the board the continuous school improvement plan for the elementary schools. The presentation included a progress report on the goals set for the 2021-2022 school year as well as new goals set for the 2022-2023 school year.
- b. Middle School Continuous Improvement Plans. Middle School Principal Greg Gelineau presented to the board the continuous school improvement plan for the Middle School. The presentations included progress reports on the goals set for the 2021-2022 school year as well as new goals set for the 2022-2023 school year.
- c. Northfield High School Facility Plan Voter Survey Update. Dr. Hillmann provided an update on the high school facility plan process. The district has signed a contract with Morris-Leatherman to conduct a voter survey. The City of Northfield will pay one-half of the survey cost and 400 voters will be surveyed. A small administrative group and Chair Gonzalez-George will review the first draft of survey questions. We will engage several board members to help finalize the survey questions. Superintendent Hillmann suggested we schedule a work session to go through hypothetical survey results and how the board may move forward with these results. The district will use its communication channels to notify community members about the survey.
- d. e-Learning Plan. Superintendent Hillmann provided an overview of the district's e-Learning plan for the 2022-2023 school year. e-Learning days are used on the second and subsequent school days when inclement weather prevents the safe transportation of students to school.
- e. Superintendent Operations & Strategic Plan Update. Dr. Hillmann provided an update about fall athletics, bridges to kindergarten, 2022-23 COVID-19 procedures, new legislation regarding student data privacy and kindergarten screen time limitations, and the district's continued anti-racism and equity work.
- f. Request to Hire a 0.5 FTE School Psychometrist for the 2022-23 School Year. Cheryl Hall, Director of Special Services, requested to hire one 0.5 FTE school psychometrist for the 2022-23 school year. The district

was not able to fill a recent vacancy for a school psychologist position at the NCEC and ALC for the 2022-2023 school year. This resulted in the district contracting for a virtual school psychologist to provide these services due to the lack of available school psychologists nationwide. During virtual testing sessions our students will also need additional staff to support them. The school psychometrist would also be able to do some of this supervision, complete some testing and also complete observations across various settings in the community. The district was also recently made aware that one of our school psychologists will be taking a leave of absence during the school year. A school psychometrist is qualified to fill this vacancy under the supervision of a school psychologist in the district. The school psychometrist has at a minimum a B.S. in psychology and potentially an MA in school psychology. The individual is qualified to complete educational evaluations, analyze data and complete observations. The total projected cost of salary and benefits for a .5 FTE is \$50,553.64 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$33,348.74. This cost is offset by the .5 FTE reduction of an OT who recently resigned and was not filled yet and current educational assistant vacancies that we have not been able to fill. This will allow us to meet our maintenance of effort.

On a motion by Goerwitz, seconded by Pritchard, the board unanimously approved to move this to an item for individual action at tonight's meeting.

6. Consent Agenda

On a motion by Stratmoen, seconded by Baraniak, the board unanimously approved the consent agenda.

a. Minutes

- Minutes of the Regular School Board meeting held on August 8, 2022

b. Financial Report

Financial Report - February 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$1,814,355.17, payroll checks totaling \$3,627,279.34, a wire transfer totaling \$650,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$300,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for February 2022. At the end of February 2022 total cash and investments amounted to \$23,287,242.46.

c. Personnel Items

i. Appointments

1. Alix Bettin, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park, beginning 9/7/2022. Step 3-\$15.26/hr.
2. Amelia Brandt, KidVentures Site Assistant for up to 17.5 hours/week at Bridgewater, beginning 8/25/2022. Step 1-\$14.50/hr.
3. Dayanara Enriquez Ponciano, Community School Student Site Assistant for up to 6 hours/day at Bridgewater, beginning 9/6/2022-6/9/2023. Student-\$10.33/hr.
4. Marianna Estrada, Community School Student Site Assistant for up to 6 hours/day at Bridgewater, beginning 9/6/2022-6/9/2023. Student-\$10.33/hr.
5. Lorena Ibanez Arroyo, Community School Student Site Assistant for up to 6 hours/day at Bridgewater, beginning 9/6/2022-6/9/2023. Student-\$10.33/hr.
6. Kailyn Ims, KidVentures Student Site Assistant for up to 15 hours/week at Bridgewater, beginning 8/25/2022. \$10.33/hr.
7. Liliana Quiroga, Community School Student Site Assistant for up to 6 hours/day at Bridgewater, beginning 9/6/2022-6/9/2023. Student-\$10.33/hr.
8. Samantha Massie, Special Ed EA PCA for 3.5 hours/day at the NCEC, beginning 8/30/2022; Step 2-\$16.70/hr. + \$1,250 PCA Stipend
9. Jon McBroom, Football Coach for 2 hours/day at the Middle School, beginning 8/22/2022; \$2,539+step 9
10. Correction: Jamie Moyer, 1.0 FTE Special Ed Resource Room Teacher at Bridgewater, beginning 8/25/2022; MA20, Step 10
11. Grace Shungu, Community School Student Site Assistant for up to 6 hours/day at Bridgewater, beginning 9/6/2022-6/9/2023. Student-\$10.33/hr.
12. Karl Stomley, 1.0 FTE Long Term Substitute Health/Phy Ed Teacher at the High School, beginning 8/23/2022-1/24/2023; Tier 1 - BA, Step 1
13. Todd Thompson, Football Coach for 2 hours/day at the Middle School, beginning 8/15/2022; \$2,539

14. Pam Toepper, Child Nutrition Associate I for 3.75 hours/day at the High School, beginning 8/29/2022; \$20.05/hr.
 15. Mary Willman, 1.0 FTE Special Ed Teacher ASD at the High School, beginning 8/25/2022.
- ii. Increase/Decrease/Change in Assignment
1. Rose Brison, CNA II for 6.25 hours/day at the High School, change to CNA II for 7.50 hours/day at the High School, effective 8/29/2022-10/10/2022.
 2. Kathleen Casson, 1.0 FTE German Teacher at the High School, change to .1 MS German/.9 HS German Teacher, effective 8/31/2022-6/9/2023.
 3. Rikki Drewitz, Special Ed EA for 6.75 hours/day at the Middle School, add Crossing Guard for .25 hours/day at the Middle School, effective 8/29/2022.
 4. Mark Ensrud, 1.0 RALIE Advisor at the High School, changing to share two stipends that equal \$9,140 between three individuals - \$3,046.67 stipend, effective 9/6/2022.
 5. Kyle Fearing, Health Teacher at the Middle School, add Assistant 9th Grade Football Coach at the High School, effective 8/15/2022. \$4,062
 6. Alison Flannery, EA 1st Grade Assistant at Greenvale Park, change to Special Ed EA PCA for 3.75 hours/day at Greenvale Park, effective 9/6/2022.
 7. Kevin Gilbert, 1.0 FTE Custodian at the Middle School, change to 1.0 FTE Custodian at the High School, effective 5/18/2022.
 8. Noelle Gilomen, CNA I 3 hours/day at the High School, change to CNA I for 5.25 hours/day at the High School, effective 8/29/2022-10/10/2022.
 9. Brenda Lau Toilolo, CNA I - 3.0 hours/day at the High School, change to CNA I for 3.75 hours/day at the High School, effective 8/29/2022-10/10/2022.
 10. SueAnn Lepinski, CNA II for 5.5 hours/day at the High School, change to CNA II for 7.25 hours/day at the High School, effective 8/29/2022-10/10/2022.
 11. Michelle Murphy, CNA I - 3 hours/day at the High School, change to CNA I for 5.25 hours/day at the High School, effective 8/29/2022-10/10/2022.
 12. Lars Prestemon, Assistant Basketball Coach at the High School, add Assistant Football Coach at the High School, effective 8/15/2022. Step 3
 13. Jennifer Quinnell, Child Nutrition Associate I for 3.0 hours/day at the Middle School, change start date from 8/22/2022 to 8/18/2022.
 14. Tony Rezac, Head Wrestling Coach at the Middle School, add Head Football Coach at the Middle School, effective 8/15/2022. \$3,047
 15. Andy Richardson, Robotics Coach - non-mshsl at the High School, change to Robotics Coach - MSHSL at the High School, effective for the 2021-2022 school year. MSHSL - \$6,472 - owed difference of \$1,642.
 16. Leah Sand, 1.0 FTE Full Time Teacher at the High School, add \$3,046.67 for RALIE Advisor, effective 9/6/2022. Two position are shared among three individuals.
 17. Ann Schmidt, CNA II and CNA III from 7.5 hours/day at the High School, change to Child Nutrition Manager II for 8 hours/day at the High School and add Summer Child Nutrition Associate at Greenvale Park, effective 8/23/2022-6/12/2023.\$24.42/hr.
 18. Jennifer Streefland, School Counselor at the Middle School, add Student Council Advisor at the Middle School, effective 8/15/2022 \$1,523.50 - Step 1
 19. Ellen Trotman, EL Teacher at the Middle School, add .5 Head Volleyball Coach and .5 Assistant Volleyball Coach at the Middle School, effective 8/22/2022. \$2,793 + step 1
 20. Travis Wiebe, 1.0 RALIE Advisor at the High School, change to share two stipends that equal \$9,140 between three individuals - \$3,046.67 stipend, effective 9/6/2022.
 21. Dianne Wolbeck, CNA II for 7.25 hours/day at the High School, change to CNA II for 7.75 hours/day at the High School, effective 8/29/2022-10/10/2022.
 22. Noah Gagnon, Teacher at the High School, add Head Student Council Advisor at the High School, effective 8/25/2022. \$4,670 stipend
 23. Kay Goodrich, Special Ed EA PCA at the Middle School, change to Special Ed EA LI Program at the High School, effective 8/30/2022.
 24. Karen Lorena Rodriguez Rosas, .50 Attendance Administrative Assistant for 4 hours/day, add Community School Site Leader for up to 20 hours/week at Bridgewater, effective 8/29/2022. Site Lead - Step 2-\$18.26/hr.
 25. Andrea Redder, Gen Ed EA at the NCEC, add KidVentures Site Assistant Substitute as needed at Spring Creek, Greenvale Park, and Bridgewater, effective 8/22/2022.
 26. Remy Soulak, KidVentures Site Assistant at Spring Creek, add EarlyVentures Assistant Teacher and KidVentures Site Assistant Substitute, effective 8/23/2022. EV Asst. Teacher Step 1 -\$16.48/hr.
 27. Scott Stanina, English Teacher at the High School, add Student Council Assistant at the High School, effective 8/25/2022. \$2,031 stipend

28. Will Todd, Spec Ed EA PCA at the Middle School, add Crossing Guard for .25 hours/day at the Middle School, effective 8/29/2022.

iii. Leave of Absence

1. Dorothy Cohan, Administrative Assistant for Buildings & Grounds, FMLA leave of absence beginning 8/12/2022 through 8/24/2022.
2. Anna Hershberger, Media Educational Assistant at Greenvale Park Elementary, intermittent medical leave of absence beginning 8/17/2022 through 12/31/2022.
3. Carla Hoppe, Hand-in-Hand Preschool Teacher at NCEC, FMLA leave of absence beginning on or about 2/4/2023 for 7 work weeks.
4. Mackenzie Ludwig, Early Childhood Special Education Teacher at NCEC, FMLA leave of absence beginning on or about February 16, 2023 for 7 work weeks.
5. Jenelle Mullin, CNA III at the High School, FMLA leave beginning 8/25/22 through approximately 10/25/22.
6. Ryan Schnaith, Math teacher at Northfield Middle School, FMLA leave of absence beginning on or about 2/4/2023 for 2 work weeks.
7. Kelli Rehbein, EarlyVentures Teacher, FMLA leave of absence beginning on or about 11/5/2022-1/27/2023.
8. Jane Weiland, English Teacher at the Middle School, FMLA leave of absence beginning on or about December 24, 2022 for 28 work days.

iv. Retirements/Resignations/Terminations

1. Daniel Peterson, Custodian Engineer without license at Greenvale Park, resignation effective 9/1/2022.
2. Nathan Porath, Part-time Nordic Skiing Coach, resignation effective 8/17/22.
3. Tom Sola, Assistant Football Coach at the High School, resignation effective 8/9/2022.
4. Robert Benson, EA at Spring Creek, resignation effective 8/22/2022.
5. Abbie Geiger, Educational Assistant PCA at Spring Creek Elementary, resignation effective immediately.
6. Melody Leidall, Nurse and Bridgewater Elementary, resignation effective 9/2/2022.
7. Curtis Mikkelson, Fitness Center Coach at the Middle School, resignation effective 8/22/2022.
8. Jim Pasch, District Maintenance Coordinator, retirement effective 10/31/2022.

v. District Administration is Recommending the Approval of the Following

District Administration submits the following employment agreements for approval.

1. Principal Master Agreement for the period July 1, 2022 through June 30, 2024.

d. Gift Agreement

- \$5,000.00 from Kevin and Nanette Rodgers for teachers/classroom supplies

7. Items for Individual Action

- a. Policy Committee Recommendations. On a motion by Goerwitz, seconded by Butler, the board unanimously approved the recommended updates to policies 203, 414, 428 and 502.
- b. Superintendent's Focus Areas. On a motion by Butler, seconded by Goerwitz, the board unanimously approved Superintendent Hillmann's focus areas for the 2022-2023 school year.
- c. Adult Lunch Price. On a motion by Pritchard, seconded by Baraniak, the board unanimously approved the adult lunch price increase from \$4.50 to \$4.95 to align with the new USDA minimum prices for meals served to adults and other non-program meals requirements for the 2022-2023 school year..
- d. Resolution Relating to Determining the Necessity of Renewing an Expiring Capital Project Levy Authorization, Approving a New Capital Project Levy Authorization, and Calling a Special Election and Referendum Thereon. On a motion by Baraniak, seconded by Pritchard, the board unanimously adopted by roll call vote, the Resolution Relating to Determining the Necessity of Renewing an Expiring Capital Project Levy Authorization, Approving a New Capital Project Levy Authorization, and Calling a Special Election and Referendum Thereon. This resolution determines and declares that it is necessary and expedient to submit an expiring capital project levy authorization renewal to the voters for their approval. The proposed renewed authorization will be in the amount of 3.534% times the net tax capacity of the School District to provide funds for the acquisition, installation, support and maintenance of software and technology and the acquisition, installation, support and maintenance support and maintenance of School District facilities, infrastructure, furnishings, and equipment. This resolution determines and declares that it is necessary and expedient to submit a new capital project levy authorization to the voters for their approval. The proposed

new authorization will be in the amount of 1.169% times the net tax capacity of the School District to provide funds for the acquisition, installation, support and maintenance of software and technology and the acquisition, installation, support and maintenance support and maintenance of School District facilities, infrastructure, furnishings, and equipment. Voting 'yes' was Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard, Quinnell and Stratmoen. No one voted 'no'.

- e. Request to Hire a 0.5 FTE School Psychometrist for the 2022-23 School Year. On a motion by Stratmoen, seconded by Butler, the board unanimously agreed to hire one 0.5 FTE school psychometrist for the 2022-23 school year at a total projected cost of salary and benefits for a 0.5 FTE of \$50,553.64 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$33,348.74.

8. Items for Information

- a. Staff Breakfast and Program. We will welcome back staff for the 2022-23 school year on Monday, August 29, 7:00 a.m.–10:10 a.m. at Northfield Middle School. The board is invited to join us.

9. Future Meetings

- a. Monday, September 12, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, September 26, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, October 10, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the board adjourned at 8:04 p.m.

Noel Stratmoen
School Board Clerk