

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

August 24, 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. Present at this meeting was Dr. Matt Hillmann, Superintendent and Anita Aase, Executive Administrative Assistant. Also present was Sam Wilmes, a reporter with the Northfield News. Present via video conference was Erin Bailey, Director of Community Education; Val Mertesdorf, Director of Finance; High School Principal Joel Leer; and Area Learning Center Director Daryl Kehler. 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 24, 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 Alyssa Bauer, 904 Aldrich Drive; Megan Holleran, 1705 Michigan Drive; Melanie Feldhake, 2421 Brogan Drive; and Winston Vermilyea, 409 Bunker Drive, requesting the use of the Middle School pool by the Bullshark Swim Club.

IV. Announcements and Recognitions

There were no announcements or recognitions.

V. Items for Discussion and Reports

- A. High School Continuous 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 2019-2020 school year as well as new goals set for the 2020-2021 school year. These goals focus on college readiness, parent satisfaction and family engagement, student engagement, employee engagement and anti-racism curriculum, behaviors and comments.
- B. Area Learning Center Continuous Improvement Plan Presentation. Area Learning Center Director Daryl Kehler presented the continuous school improvement plan to the Board. The presentation included a progress report on the goals set for the 2019-2020 school year as well as new goals set for the 2020-2021 school year. These goals focus on the credit threshold for four year graduation and the attendance rate for ALC students.
- C. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommendations on the Policies 522 and 411. This will be an item for individual action at the next Board meeting.
- D. 2020-2021 e-Learning Plan for weather-related Cancellations. Dr. Hillmann presented the District's e-Learning plan governing weather-related school cancellations for the 2020-2021 school year. This plan is intended to counter the loss of curriculum momentum resulting from school cancellations due to winter weather. The 2020-21 plan is the same as the 2019-20 plan, however it may be adjusted or replaced with the District's COVID-19 learning model plans depending upon public health conditions.

- E. Superintendent's Goals. Superintendent Hillmann shared a draft of his proposed goals for 2020-2021. This will be an item for individual action at the next board meeting.
- F. Financial Update. Director of Finance Val Mertesdorf provided a financial update to the Board that included information about prioritizing the use of \$380,000 in CARES Act funding and an estimated \$1,055,072 additional funding available to the District through the Coronavirus Relief Fund. The CARES Act funds can be spent from the time the District's schools closed in Spring 2020 through September 30, 2022. The Coronavirus Relief Funds must be spent between July 1, 2020 - December 30, 2020. The Finance Department continues to wrap up fiscal year 2020 in preparation for the District's annual audit scheduled in October.
- G. COVID-19 Operations Update No. 7. Superintendent Hillmann provided an update about the preparations for the 2020-2021 school year. He reviewed the process the District used to select a learning model and he reported the all-the-time-online learning model (Portage Option) currently has 555 students enrolled. Dr. Hillmann also provided updates on bussing/transportation, school start times, health screenings, face coverings and logistics. The District continues its work to eliminate systemic racism and is collaborating with the City of Northfield and Northfield Healthy Community Initiative with the intention of creating a broader community coalition of organizations to do this work together.

VI. Consent Agenda

On a motion by Stratmoen, seconded by Iverson, the Board approved the following Consent Agenda.

A. Minutes

- Minutes of the Regular School Board meeting held on August 10, 2020

B. Personnel Items

a) Appointments

1. Betsy Peterson, 1.0 FTE Kindergarten Teacher at Bridgewater, beginning 8/25/2020; MA40, Step 10
2. Update: Camila Donoso, 1.0 FTE Licensed School Psychologist at the High School, start date to be determined; MA+30, Step 5
3. Christopher Fatze, 1.0 FTE Long Term Substitute Special Education Teacher-DCD at the High School, beginning 8/31/2020-10/2/2020; BA, Step 14
4. Daniel Foley, 1.0 FTE Long Term Substitute Art Teacher at Sibley, beginning 8/31/2020-11/6/2020; MA20, Step 15
5. Betsy Peterson, 1.0 FTE Kindergarten Teacher at Bridgewater (because Mrs. Peterson has worked for the district for the last three consecutive years, this assignment will advance her to a continuing contract.)
6. Heidi Peterson, Special Ed EA PCA for 2.25 hours/day, Gen Ed EA Kindergarten for 2 hours/day, Gen Ed EA Supervisory for 1.75 hours/day at Greenvale Park, beginning 9/8/2020.

b) Increase/Decrease/Change in Assignment

1. Laura Berdahl, Community School Coordinator for 20 hours/week for 40 weeks/year, change to 20 hours/week for 43 weeks/year, effective 8/11/2020.
2. Russel Boyington, General Ed EA/Lunch Supervision for 2.25 hours/day at Greenvale Park for the 2019-2020 school year, will return for the 2020-2021 school year, effective 8/17/2020-6/10/2021.
3. Cindy Boyum, .80 Assistant Girls Swim Coach at the High School, change to .9 Assistant Girls Swim Coach at the High School, effective 8/17/2020.
4. Cristian Fuentes-Rivera, 9th Grade Girls Soccer Coach-hourly, change to Assistant Girls Soccer Coach at the High School, effective 8/17/2020; Level F, Step 1
5. Greg Gianopoulos, General Ed EA for 7 hours/day 5 days/week at the High School, change to General Ed EA for 7 hours/day 3 days/week at the High School, effective 9/14/2020-6/10/2021.
6. Katie Hanson, Special Ed Teacher at the High School, add Special Ed Teacher Mentor at the High School, effective 8/27/2020-6/10/2021; \$750 Stipend
7. Roanne Johnson, Special Ed Teacher at Bridgewater, add Special Ed Teacher Mentor at Bridgewater, effective 8/27/2020-6/10/2021; \$750 Stipend
8. Kiandra Judge, Special Ed EA PCA for 6.75 hours/day and General Ed EA for .50 hours/day at Greenvale Park, change to ongoing, effective 8/31/2020.

9. Jennifer Link, Special Ed Teacher at the Middle School, add Special Ed Teacher Mentor at the Middle School, effective 8/27/2020-6/10/2021; \$750 Stipend
 10. Darren Lofquist, .20 Assistant Girls Swim Coach at the High School, change to .3 Assistant Girls Swim Coach at the High School, effective 8/17/2020.
 11. Robert Matthies, Custodian for 15 hours/week at the High School, change to 25 hours/week at the High School, effective 8/14/2020.
 12. Pete Maus, Teacher at the Middle School, add Assistant Activities Coordinator for the 2020-2021 school year, effective 8/11/2020-6/11/2021; \$5,000 stipend
 13. Michael Merry, Technology Specialist with the District, change to Assistant Network Manager with the District, effective 9/1/2020.
 14. Johan Ponciano, Special Ed EA PCA for 5.25 hours/day and General Ed for .50 hours/day at the High School, change to Special Ed EA PCA for 6.75 hours/day at the High School, effective 8/31/2020.
 15. Emy Torres, Special Ed EA PCA for 6.75 hours/day and General Ed EA for .50 hours/day at Greenvale Park, change to ongoing, effective 8/31/2020.
 16. Alicia Veltri, Special Ed Teacher at Greenvale Park, add Special Ed Teacher Mentor at Greenvale Park, effective 8/27/2020-6/10/2021; \$750 Stipend
 17. Sebastian Buset, EA at the Middle School, change to Long Term Substitute Cultural Liaison with the District, effective 8/17/2020-10/30/2020; Prorated Liaison Salary
 18. Margaret Weaver, EA at the Middle School, change to ongoing effective 8/31/2020.
- c) Leave of Absence
1. Brittany Braucher, Child Nutrition Associate at the High School, Leave of Absence for the 2020-2021 school year, effective 8/12/2020.
 2. Kristi Kortuem, Teacher at the High School, Leave of Absence for the 2020-2021 school year, effective 8/17/2020.
 3. Sebastian Buset, EA at the Middle School, Leave of Absence effective 8/17/2020-10/30/2020.
 4. Alicia Olsen, EA at Bridgewater, Leave of Absence for the 2020-2021 school year, effective 8/24/2020.
 5. Donna Torgeson, EA at the Middle School, leave of absence under the FMLA Expansion Act, effective 8/31/2020 for up to 12 work weeks.
 6. Kari Winter, Teacher at NCEC, intermittent leave of absence under FMLA, effective 8/31/2020 for up to 60 work days.
- d) Retirements/Resignations/Terminations
1. Susan Caton, Child Nutrition Associate at Sibley, resignation effective 8/19/2020.
 2. Sherri Goehring, Administrative Assistant at the ALC, retirement effective 9/1/2020.
 3. Brigid McCabe, Special Ed EA with Community Services, resignation effective 8/18/2020.
 4. Erik Burton, Football Coach at the Middle School, resignation effective 8/21/2020.
 5. LeAnn Carlson, EA with Community Services, resignation effective 8/24/2020.
- 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. Increase teacher substitute rate of pay beginning with the 2020-21 school year.
- f) Superintendent Contract Provisions for the 2020-2021 Contract Year
Enclosed is a memorandum from School Board Chair Pritchard. The memorandum includes a recommendation that Dr. Hillmann's compensation package remains in essence the same as 2020-21.. With a few minor adjustments as noted below, the overall 2020-21 contract year reflects a 0.5% increase. This recommendation is in no way a reflection of Dr. Hillmann's job performance, rather an acknowledgement of the financial challenges the district will be facing in the coming school year and beyond. The package includes:
- A salary freeze for the 2020-21 school year.
 - \$500.00 increase to the district's 403B match to reach the allowed maximum.
 - Dr. Hillmann's contract in the previous two years included a \$3,000 allowance each year for his AASA National Superintendent Certification Program. Dr. Hillmann has successfully completed this program. In the 2020-21 contract year, \$3,000 will remain as a technology and professional development allowance. All technology devices purchased would be district owned.

C. Gift Agreements

- \$4,000.00 from Wayne R. Stickley & Jennifer A. Tuma Memorial Scholarship Fund of the Saint Paul and Minnesota Foundation for scholarships
- \$13,500.22 from Lucille Duesterhoeft Scholarship Fund of the Saint Paul and Minnesota Foundation for scholarships

- VII. Superintendent's Report
 - A. Items for Individual Action
 - 1. Approval of Handbook for 2020-2021 and Policies. On a motion by Quinnell, seconded by Goerwitz, the Board approved the 2020-2021 Early Ventures, Kid Ventures, PLUS and Middle School Youth Center/BLAST Handbooks, as well as Policy 408 initially presented at the August 10, 2020 Board meeting and recommended by the Policy Committee.
- VIII. Items for Information
 - A. Construction Update #31. Superintendent Hillmann updated the Board on the District's construction projects.
- IX. Future Meetings
 - A. Monday, September 14, 2020, 7:00 p.m., Regular Board Meeting
 - B. Monday, September 28, 2020, 7:00 p.m., Regular Board Meeting
- X. Adjournment
 - On a motion by Stratmoen, seconded by Baraniak, the Board adjourned at 9:50 p.m.

Noel Stratmoen
School Board Clerk