

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, September 9, 2019 7:00 PM
Northfield High School, Media Center

AGENDA

- I. Call to Order
- II. Agenda Approval/Table File
- III. Public Comment
- IV. Announcements and Recognitions
- V. Items for Discussion and Reports
 - A. Community Services Continuous Improvement Plan Presentation
 - B. District Assessment Report
 - C. Superintendent's State of the District Overview
- VI. Consent Agenda
 - A. Approval of Minutes
 - B. Personnel Items
- VII. Superintendent's Report
 - A. Items for Individual Action
 - 1. Superintendent's 2019-2020 Goals
- VIII. Items for Information
 - A. Construction Update #13
 - B. New Greenvale Park Groundbreaking Ceremony
- IX. Future Meetings
 - A. Monday, September 23, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
 - B. Monday, October 14, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
 - C. Monday, October 21, 2019, 5:00 PM, Special Board Meeting, NHS Media Center
 - D. Monday, October 28, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- X. Adjournment

**NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM**

Monday, September 9, 2019, 7:00 PM
Northfield High School Media Center

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed.D., Superintendent
RE: Explanation of Agenda Items for Monday, September 9, 2019, Regular School Board Meeting

- I. Call to Order
- II. Agenda Approval/Table File
- III. Public Comment

This is an opportunity for residents of the Northfield School District to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify themselves and the group they represent, if any. Please state your reason for addressing the Board. To ensure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. This is not a time to debate an issue, but for the Board to hear your comments. The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student, in open session. This includes the public comment portion of our meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate personnel - such as the building principal or superintendent - and not during an open meeting of the School Board.
- IV. Announcements and Recognitions
- V. Items for Discussion and Reports
 - A. Community Services Continuous School Improvement Plan Presentation

Erin Bailey, Community Services Director, will present the Community Services school improvement plan to the Board. The presentation will include 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.
 - B. District Assessment Report

Director of Assessment Services Hope Langston will provide an update on data and assessment services, a high-level overview of the District's performance on some system-level standardized assessments, and discuss the District's approach to continuous improvement.
 - C. Superintendent's State of the District Overview

Superintendent Hillmann will present an overview of the programs and activities completed during the 2018-2019 school year, as well as look ahead to the challenges the District faces in 2019-2020.
- VI. Consent Agenda

Recommendation: Motion to approve the following items listed under the Consent Agenda.

 - A. Minutes

Minutes of the Regular School Board meeting held on August 26, 2019.
 - B. Personnel Items
 - a) Appointments
 1. Jordan Bartholomew, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
 2. Valerie Carter, Supervisory EA-Cafeteria Supervisor for 2 hours/day at Bridgewater, beginning 09/04/2019-06/05/2020; Gen Ed Step 2-\$15.69/hr.
 3. Susan Caton, Child Nutrition Associate I for 3.25 hours/day at Sibley, beginning 09/06/2019; \$18.34/hr.

4. Adria Dahlke, 1.0 FTE EarlyVentures Teacher at Longfellow, beginning 09/03/2019; Step 4-\$17.70/hr.
5. Antonio Gonzales, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
6. Vernon Green, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
7. Luke Halloran, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
8. Kim Johnson, Assistant Dance Team Coach for 2 hour/day 5 days/week at the High School, beginning 10/21/2019; Level F, Step 1
9. Mckenzie Jonas, 1.0 FTE EarlyVentures Teacher at Longfellow, beginning 09/16/2019; Step 4-\$17.70/hr.
10. Connor Kelly, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
11. Jasmin Koteck, Assistant Dance Team Coach for 2 hour/day 5 days/week at the High School, beginning 10/21/2019; Level F, Step 1
12. Lesly Martinez Reyes, Supervisory EA-Cafeteria Supervisor for 2 hours/day at Bridgewater, beginning 09/03/2019; Gen Ed Step 1-\$15.34/hr.
13. Harlen Nolasco, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
14. Belen Ocampo, 1.0 FTE EarlyVentures Assistant Teacher at Longfellow, beginning 09/03/2019; Step 1-\$15.02/hr.
15. Jacob Olson, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
16. Derrick Schroeder, Special Ed Bus EA-PCA for 1 hour and 40 minutes/day with the District, beginning 09/03/2019-06/05/2020; Spec Ed Step 4-\$17.10/hr.
17. Laura Sheehy, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/20/2019-05/31/2020; \$11.50/hr.
18. Bryce Smith, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
19. Gerald Wood, Fall, Winter, and Spring Recreation Position with Community Services, beginning 09/04/2019-05/31/2020; \$10.11/hr.
20. Community Services Fall 2019 Brochure Instructors-See Attached

b) Increase/Decrease/Change in Assignment

1. Charlie Alvarez, Teacher at Greenvale Park, add Boys Soccer Coach at the Middle School, effective 08/26/2019-10/30/2019; Level J, Step 1
2. Zane Anway, EL EA at the Middle School, add MSYC Site Assistant for 5 hours/week at the Middle School, effective 09/23/2019-05/15/2020; Step 4-\$14.49/hr.
3. Nives Bakic, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA support for WEB for up to 4 hours at the Middle School, effective 08/29/2019-08/29/2019; \$18.60/hr.
4. Nives Bakic, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA Bus for 1.75 hours/day with the District, effective 09/03/2019-06/05/2020.
5. Kristen Basinger, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA Bus for .67 hours/day with the District, effective 09/03/2019-06/05/2020.
6. Jill Bohlen, Special Ed EA-PCA at Greenvale Park, add Special Ed EA-PCA support for WEB for up to 4 hours at the Middle School, effective 08/29/2019-08/29/2019; \$18.60/hr.
7. Elizabeth Brewer, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA Bus for 1.33 hours/day with the District, effective 09/03/2019-06/05/2020.
8. Stephanie DeAdder, Administrative Assistant at the District Office, add Event Worker at the High School, effective 09/03/2019.
9. Kelle Edwards, EA for 7.25 hours/day at Greenvale Park, change to EA for 6.75 hours/day at Greenvale Park, effective 09/3/2019.
10. Kelle Edwards, EA at Greenvale Park, add Community School Club Leader for 3.75 hours/week at Greenvale Park, effective 09/03/2019-06/05/2020; \$21.55/hr.
11. Sarah Erny Moyer, Special Ed EA-PCA at Greenvale Park, add Special Ed EA-PCA support for WEB for up to 4 hours at the Middle School, effective 08/29/2019-08/29/2019; \$17.10/hr.
12. Sarah Erny Moyer, Special Ed EA-PCA for 6.75 hours/day at Greenvale Park, add .50 hours/day supervision for a total of 7.25 hours/day at Greenvale Park, effective 09/03/2019.

13. Arleene Gallardo, HR Generalist at the District Office, add Event Worker at the High School, effective 09/03/2019.
14. Richelle Kruger, Special Ed EA-PCA at the High School, add Special Ed EA-PCA Bus for 1.58 hours/day with the District, effective 09/03/2019-06/05/2020.
15. Kristy Malecha, Special Ed EA-PCA at Greenvale Park, add Special Ed EA-PCA support for WEB for up to 4 hours at the Middle School, effective 08/29/2019-08/29/2019; \$18.60/hr.
16. Carolyn Manderfeld, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA Bus for 1.75 hours/day with the District, effective 09/03/2019-06/05/2020.
17. Sarah Marohl, Special Ed EA-PCA for 18 hours/week at Longfellow, change to Special Ed EA-PCA for 23 hours/week at Longfellow, effective 08/27/2019. \$16.63/hr.
18. Beth McClune, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA Bus for 1.08 hours/day with the District, effective 09/03/2019-06/05/2020.
19. Heidi Melnychuk, Special Ed EA-PCA for 5 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
20. Jacqueline Meyer, Special Ed EA-PCA at the High School, add Special Ed EA-PCA Bus for 1.25 hours/day with the District, effective 09/03/2019-06/05/2020.
21. Nancy Meyers, Child Nutrition at the Middle School, add Special Ed EA-PCA Bus for 18.50 hours/week with the District, effective 09/03/2019-06/05/2020. \$17.10/hr.
22. Ruth Morgan Malecha, Special Ed EA-PCA at the High School, add Special Ed EA-PCA support for WEB for up to 4 hours at the Middle School, effective 08/29/2019-08/29/2019; \$19.60/hr.
23. Ruth Morgan Malecha, Special Ed EA-PCA at the High School, add Special Ed EA-PCA Bus for .92 hours/day with the District, effective 09/03/2019-06/05/2020.
24. Debra Pack, Special Ed EA-PCA at the High School, add Special Ed EA-PCA Bus for .67 hours/day with the District, effective 09/03/2019-06/05/2020.
25. Ulrika Peterson, Special Ed EA-PCA at Sibley, add Special Ed EA-PCA support for WEB for up to 4 hours at the Middle School, effective 08/29/2019-08/29/2019; \$18.60/hr.
26. Teri Quamme, Special Ed EA-PCA at the Middle School, add Crossing Guard for .25 hours/day at the Middle School, effective 09/03/2019-06/10/2020.
27. Robyn Spillman, Special Ed EA-PCA for 6.75 hours/day and Crossing Guard for .25 hours/day at the Middle School, change to Special Ed EA-PCA for 6.75 hours/day at the Middle School, effective 09/03/2019-06/10/2020.
28. Robyn Spillman, Special Ed EA-PCA at the Middle School, add KidVentures Site Assistant for 6.75 hours/week at Bridgewater, effective 09/03/2019. Step 4-\$14.49/hr.
29. Grace Theisen, EarlyVentures Early Childhood Teacher at Longfellow, change to School Readiness Early Childhood Teacher at Longfellow, effective 08/21/2019. \$27.84/hr.-Subject to change upon the settlement of the Master Agreement with the Northfield Education Association.

c) Leave of Absence

1. Nancy Fox, Teacher at Sibley, Family/Medical Leave of Absence, effective 10/21/2019-11/22/2019.
2. Jaci McKay, Teacher at the High School, Family/Medical Leave of Absence for Childcare, effective on or about 1/15/2020-3/27/2020.

d) Retirements/Resignations/Terminations

1. Laura Goodwin, EA at the High School, retirement effective 10/11/2019.
2. Amy Hales, EA at Bridgewater, resignation effective 08/29/2019.
3. Johnna Harmer, KidVentures Site Assistant at Greenvale Park, resignation effective 08/22/2019.
4. Rebekah Hedberg, KidVentures Site Assistant at Bridgewater, resignation effective 8/25/2019.
5. Mary Stanchina, EA at Bridgewater, resignation effective 08/27/2019.

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

VII. Superintendent's Report

A. Items for Individual Action

1. Superintendent's 2019-2020 Goals. At the August 26, 2019 School Board meeting Superintendent Hillmann presented his goals for the 2019-2020 school year.

Superintendent's Recommendation: Motion to approve the Superintendent's 2019-2020 goals as presented.

VIII. Items for Information

- A. Construction Update #13. Dr. Hillmann will provide an update on the District's construction projects.
- B. New Greenvale Park Groundbreaking Ceremony. The groundbreaking ceremony for the new Greenvale Park Elementary School is scheduled at 6:00 PM on Tuesday, September 10, 2019 at Greenvale Park Elementary.

IX. Future Meetings

- A. Monday, September 23, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, October 14, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
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X. Adjournment

Purpose

The purpose of the site improvement planning process is to establish a clear set of shared goals, aligned with the District's strategic plan, that inspire action and align efforts for student growth and achievement.

2018-19 Site Improvement Plan Goals Review and Key Reflections

Goal	Results
Determine appropriate space and programming needs for Community Services programs. (Strategic plan priority - spaces that are modern, innovative, creative and flexible) <ul style="list-style-type: none"> Minimum of six students enrolled in the English Learner Preschool section Complete necessary changes to support EL Preschool and adjusted Early Ventures classrooms - dedicated storage space, hire staff, add more cubbies, explore the cost and feasibility of adding a bathroom in a Longfellow classroom Better utilize the Longfellow resource room and room 105 to accommodate all student needs As needed, purchase slots in community-based preschools to support special education students Work with community preschools to support and enroll students with financial needs. Meet as Preschool Directors at least four times during the school year. Hire, train and support four Reading Corps members and one AmeriCorps LEAP member in Hand in Hand Preschool and Early Ventures Hire, train, and support an internal Reading Corps coach for Early Ventures and Hand in Hand Preschool Continue Adult Basic Education (ABE) programming at Emmaus Church and add a class at the Northfield Library Continue to review space needs for a growing Kid Ventures program 	<ul style="list-style-type: none"> Eleven students were enrolled in the English Learner (EL) Preschool section Completed necessary adjustments to support EL Preschool and Early Ventures students - hired staff, added more cubbies, explored the cost and feasibility of adding a bathroom to a Longfellow classroom Preschool Directors met four times last year to discuss enrollment, financial needs of students, trainings, etc. No slots for special education students were purchased in community-based preschools Hand in Hand Preschool and Early Ventures hired, trained and supported two Reading Corps members (students were also enrolled in the Northfield Community College Collaborative) and one AmeriCorps LEAP member Northfield Healthy Community Initiative supported one internal reading coach for Early Ventures and Hand in Hand Preschool Adult Basic Education continued to have programming at Emmaus Church and added a class at the Northfield Library Discussed Kid Ventures space needs with Wold Architects as part of the project design for Greenvale Park Elementary, Bridgewater Elementary and Sibley Elementary
Use of Data - Determine what data the Community Services Division collects and what do we do with it. (Strategic plan priority - building and fostering relationships) <ul style="list-style-type: none"> Learning where Community Services program participants reside, review gaps, transportation needs, where to hold classes and who we are missing Conduct regular meetings of the EL Preschool team and 	<ul style="list-style-type: none"> Currently completing the process of learning about where Community Services program participants reside. This will allow us to review gaps, transportation needs, determine where to hold classes and know who we are missing The EL Preschool team met four times during the year to reflect on how the preschool section was working. Students in Hand in Hand Preschool were assessed

explore assessment options for this section

- Assess students in Hand in Hand Preschool three times per year. Review, evaluate progress and make adjustments as needed after each assessment
- Develop tracking system to determine program participants use of Community Services programs (do participants start in early childhood programming and continue on to other Community Services programming)
- Track long-term outcomes of participants in Family School, EL Preschool and Hand in Hand Preschool
- Administer Pre-Kindergarten Experiences survey to Kindergarten students. Evaluate survey data and share with Pre-K and Kindergarten staff
- 70% of students enrolled (attending 6+ times) in the MSYC will attend 30+ times
- 60% of 6th graders who attended PLUS as 5th graders, will attend MSYC as 6th graders
- Review return rate of online classes surveys, analyze how participants learn about programming and compare surveys among program areas
- Track website page clicks, viewing of the online brochure after release and registration numbers after marketing (youth flyers, Promise FAIRS)

three times this year. After each assessment, data was reviewed, evaluated and adjustments were made, if needed. We did learn the length of our assessment made it quite cumbersome to enter the data on an iPad.

- Community Services staff is still working to develop a tracking system to determine participants use of Community Services programs and long-term outcomes of program participants in specific program areas (ex. Family School, EL Preschool and Hand in Hand Preschool)
- 73% of Pre-Kindergarten Experiences surveys were completed by parents and another 18% of survey information was collected from preschool rosters. The data from this survey was shared with Pre-K and Kindergarten staff and administrators at a meeting on November 29, 2018
- 41% of students enrolled in the MSYC attended 30+ times
- 63.4% of 6th graders who attended PLUS as 5th grade students came to the MSYC at least once
- Tracking of website data after brochure releases:
 - Winter/Spring 2019 brochure release:
 - 1487 views
 - 925 readers
 - 5:29 average read time
 - Three weeks after Fall 2019 brochure release:
 - 889 views
 - 607 readers
 - 6:25 average read time
 - Three weeks after Summer 2019 brochure release:
 - 823 views
 - 471 readers
 - 6:26 minutes average read time
 - For Summer 2019 brochure (over 4 months) we had a total of:
 - 2053 views
 - 1025 readers
 - 5:16 average read time

Review and evaluate Community Services Division's internal operations. (Strategic plan priority - prioritize recruiting and retaining diverse staff and building and fostering relationships)

- Clean store room and storage in upstairs classrooms by January 1, 2019
- Determine areas of program support for administrative support staff
- Determine support for brochure production needs
- Cross train administrative staff
- Standardize procedures - billing, deposits, discounts/promo codes, class contracts, facility permit language, reserving rooms for ABE classes, and making sure customers get the same message
- Frequently check-in with new staff

- All Community Services storage areas at the Northfield Community Resource Center were cleaned
- Clarity around areas of program support for administrative support staff and support needed for brochure production was determined
- Administrative support staff continue to cross train on duties and standardize procedures
- Following Studer Education's recommendations, new staff were checked in with frequently and specific questions were asked at 30 days and 90 days into their position
- A high school job fair was held on August 16, 2018 to recruit seasonal positions
- We have continued conversations with St. Olaf and Carleton College regarding continuing to support

<ul style="list-style-type: none"> ● Hold a High School job fair to recruit for seasonal positions ● Continue conversations with area colleges regarding the federal work study/community-based work study program ● Market seasonal positions at area colleges ● Increase diversity of staff ● Recruit photographer to cover programs ● Review other districts' software management systems ● Conduct two site visits to other Community Education Departments to discuss and review software ● Pursue the following collaborations: BLAST swim lessons, advertise recreation programming with Kid Ventures, share information with ABE students ● Determine the potential to release summer brochure information earlier ● Review brochure advertising policies 	<p>community-based work study students. We have also had some work study students choose to become employees due to the difference in the rate of pay</p> <ul style="list-style-type: none"> ● We continue to market our positions in many locations and work to diversify our staff ● Two high school photographers were recruited to take pictures of Community Services programming ● Additional software management systems were reviewed. This purchase will not be made at this time ● Swim lessons were offered for BLAST and Early Ventures students ● The summer brochure schedule was reviewed and we determined we will have the brochure available online earlier to help families with summer planning ● Brochure advertising policies were reviewed in August 2018
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Key reflections:

- Expanding the ways we recruited and found staff allowed us to reach a wider network and learn what works.
- As a Division, we are learning to better use data to inform decisions. We also discovered we need to make sure the data is useful and easily accessible.
- The EL Preschool section allowed us to provide preschool programming in a manner better suited for the students enrolled. We also learned from the families involved about how best to support their needs.
- It was challenging to find a quality Reading Corps internal coach. We learned this person needs to have early childhood experience and understand that the Pre-K model is different than the elementary school model.
- It was important to be part of the conversations as the building projects begin at the three elementary schools.
- The Community Services Division continues to serve a large number of students/families in need (low income, undocumented, mental health needs).
- The Studer Education Group surveys (district departments, staff and parents) provided extremely valuable information.

2019-20 Site Improvement Plan Goals, Strategies, and Evaluation

SMART Goal	Strategies	Evaluation
<p>Use of Data - Determine what data the Community Services Division collects and what do we do with it. (Strategic plan priority - building and fostering relationships)</p> <ul style="list-style-type: none"> ● Twice a year, Hand in Hand will share program level data with staff and administrators ● Learning where Community Services program participants reside, review gaps, transportation needs, where to hold classes and who we are missing ● Successfully move evening Adult Basic Education (ABE) programming from the 	<ul style="list-style-type: none"> ● Make the Hand in Hand online assessment more usable ● Map addresses of Community Services program participants ● Analyze and use survey data ● Publicly share "wins" with staff, families and the community ● Utilize data collected by others 	<ul style="list-style-type: none"> ● Mapping completed ● Survey ABE participants ● Review surveys

<p>Northfield Community Resource Center (NCRC) to Greenvale Park Elementary</p> <ul style="list-style-type: none"> ● Review surveys given at the end of classes to determine how/where people learn of programs. Use this to market programs ● Make use of data collected by the Early Childhood Navigators to improve programming and outreach to families 		
<p>Determine appropriate space and programming needs for Community Services programs. (Strategic plan priority - spaces that are modern, innovative, creative and flexible)</p> <ul style="list-style-type: none"> ● Communicate Facility Use Policy revisions to all permit holders in the last year in September 2019. Successfully implement revision July 2020 ● Review safety manuals and protocols and make sure afterschool staff have access to all needed spaces and materials needed for an emergency ● Secure eight classrooms for Middle School Youth Center programming ● Successfully move the EL Preschool section to Longfellow School ● Offer extended care options for Hand in Hand Preschool ● Offer late-afternoon ECFE classes ● Add an additional Baby Talk section (moms and their child(ren) birth to 3 months of age) ● Review Auditorium Technician position and fill position as needed to support internal and external needs ● Finalize recreation agreement with the City of Northfield and review recreation programming needs ● Create sign for reading oasis located at the NCRC ● Work with child nutrition to secure snack service afterschool for Bridgewater Elementary and 	<ul style="list-style-type: none"> ● Implement Facility Use Policy revisions ● Maintain safe environments with consistency from school day to afterschool programming ● Offer programming to new audiences and/or in new spaces ● Review and analyze the Auditorium Technician position ● Make sure spaces are clearly labeled ● Continued involvement in elementary building conversations 	<ul style="list-style-type: none"> ● Spaces are secured ● Programming is offered ● Recreation Agreement finalized

Greenvale Park Elementary		
<p>Continuous Improvement - Alignment to Studer Education Group best practices. (Strategic plan priority - building and fostering relationships)</p> <ul style="list-style-type: none"> ● Increase individual positive communication/feedback: <ol style="list-style-type: none"> 1. 100% of students in Hand in Hand Preschool will receive two postcards this year from their teacher 2. 100% of students in Early Ventures will receive two postcards this year from their teacher 3. Recreation programming will recognize one boy and one girl each week ● Increase communication regarding what is happening in programs <ol style="list-style-type: none"> 1. Add a white board outside ECFE classroom with the day's activities 2. Hand in Hand and Early Ventures will have one classroom "caught-you" per week 3. Recreation programming will send a newsletter to families explaining the first few weeks of programming ● "Manage-up" staff and students <ul style="list-style-type: none"> ● Recreation, Enrichment and Middle School Youth Center programming will share names of four staff per year with the Director for recognition ● A parking spot will be reserved at Longfellow School for an employee who was drawn out of the staff "caught-you" bowl each week ● A process will be determined for how students recognize students at Kid Ventures, PLUS and the Middle School Youth Center 	<ul style="list-style-type: none"> ● Implement system for positive feedback/communication with families on an individual basis ● Continue to support and grow areas scored high in Studer parent survey - parents feel treated with respect, parents would recommend the program to others, safe environment, staff have a genuine concern for their child 	<ul style="list-style-type: none"> ● Teacher and staff record of messages sent

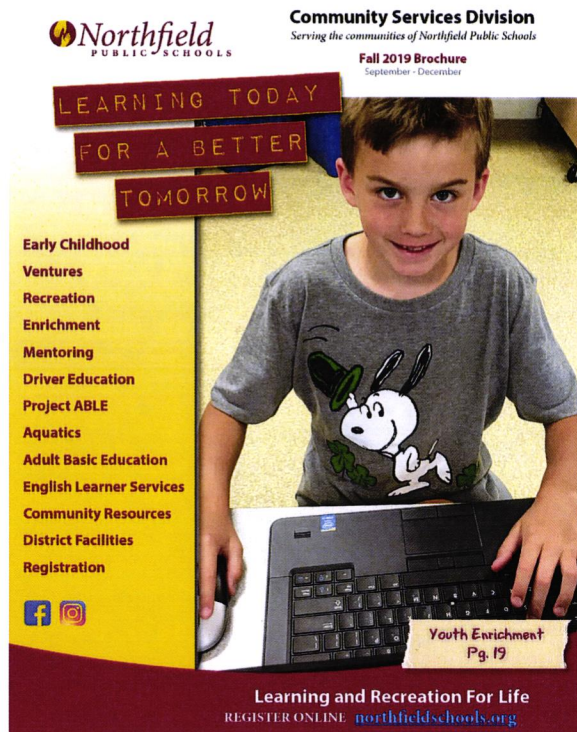
Summary

The Community Services Division is excited to pursue these goals in the 2019-20 school year.

Community Services Division

2019-20 Site Improvement Plan Report
September 9, 2019

Opportunities for Learning and Recreation for all Ages

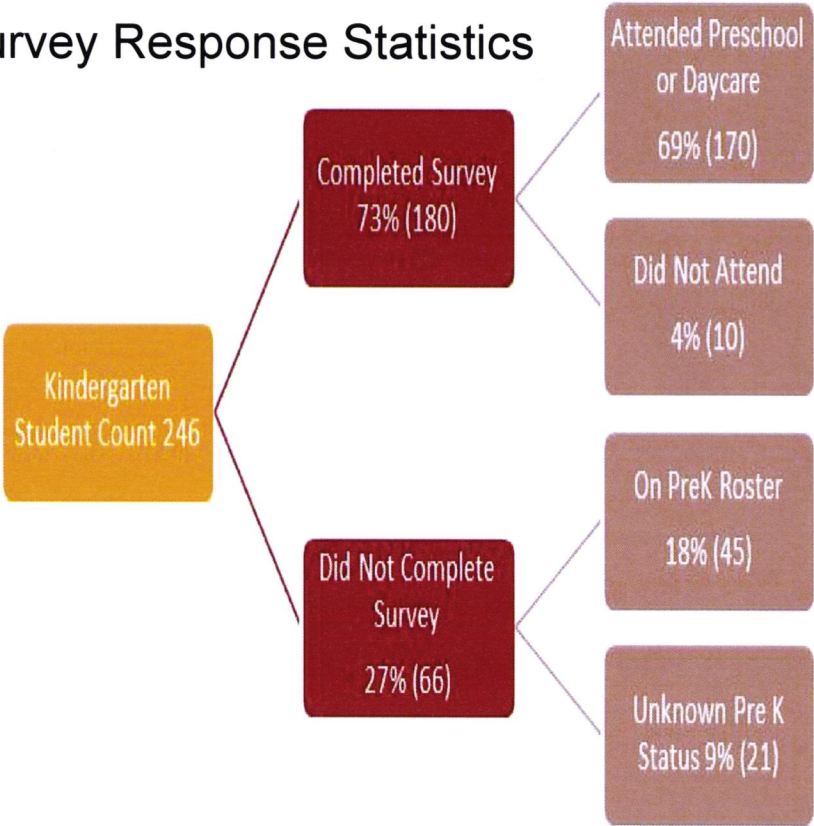


- Northfield Public Schools Community Services supports the learning and participation of adults and children in our community. Through citizen involvement, access to school and community resources, and promotion of collaboration and partnerships, **Community Services brings the community together.** We offer programs that develop skills, inspire creativity and promote living healthfully.

2018-19 SIP Goals Review

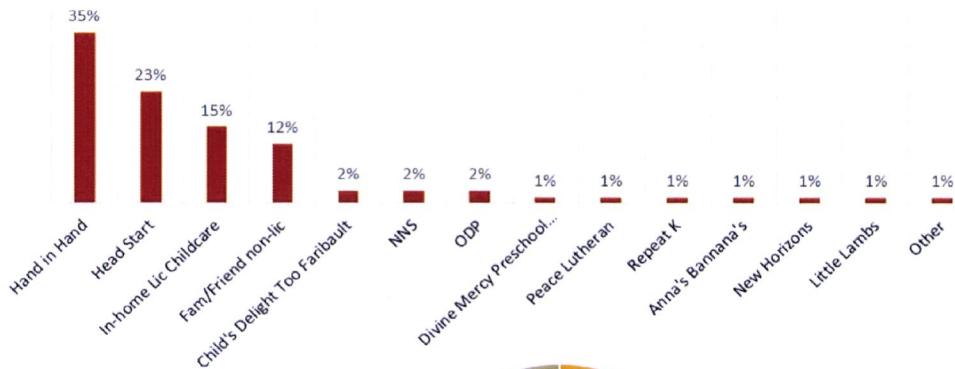
- Determine appropriate space and programming needs for Community Services programs.
- Use of Data - Determine what data the Community Services Division collects and what do we do with it.
- Review and evaluate Community Services Division's internal operations.

Survey Response Statistics

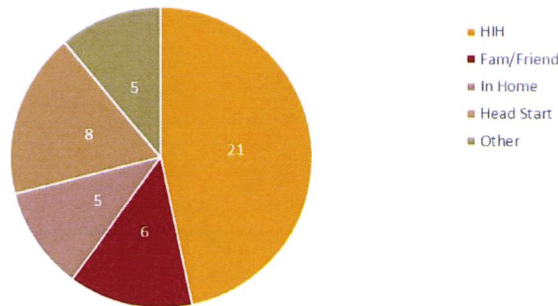


Key reflections from 2018-19 SIP

Pre-Kindergarten FRP Institutional Breakdown - By Percentage of Reported Kindergarten Students



Latino Student Location



- Expanding the ways we recruited and found staff allowed us to reach a wider network and learn what works.
- The Community Services Division continues to serve a large number of students/families in need.
- It was important to be part of the conversations as the building projects begin at the three elementary schools.
- The Studer Education Group surveys (district departments, staff and parents) provided extremely valuable information.

2019-20 School Improvement Plan Goals

- Use of Data - determine what data the Community Services Division collects and what do we do with it.
- Determine appropriate space and programming needs for Community Services programs.
- Continuous Improvement - alignment to Studer Education Group best practices.

2019-20 Strategies and Assessments

Make the Hand in Hand online assessment more usable.

Map addresses of Community Services program participants.

Implement Facility Use Policy revisions.

Offer programming to new audiences and/or in new spaces.

Review and analyze the Auditorium Technician position.

Implement system for positive feedback/communication with families on an individual basis.

Questions and Discussion



ESSA Year 2
 Narrative Presentation to the School Board
 September 9, 2019

Slide Number	Notes
1	<p>I am pleased to have the opportunity to update the board on our 2019 assessment results. Together we are working toward our mission to deliver educational excellence that empowers all learners to engage in our dynamic world.</p>
2	<p>The primary focus of this presentation will be two of the 5 ESSA indicators: Academic Achievement and Academic Progress.</p> <p>Proficiency and growth levels are two key indicators about how our students are doing on their educational path in our system. Our district vision is to prepare <u>every</u> student for lifelong success and these indicators help to measure and highlight the progress of all of our students.</p> <p>Additional information about the other three ESSA metrics will be included in the World's Best Workforce Report later this fall.</p> <p>As a reminder, the state has set ambitious 2025 goals under ESSA:</p> <p>All Grades - Achievement Gap Goals - By the year 2025: Reach a reading achievement rate of 90 with no student group below 85. Reach a math achievement rate of 90 with no student group below 85.</p> <p>Grade 3 Reading Achievement Gap Goal - By the year 2025: Reach a third grade reading achievement rate of 90 with no student group below 85.</p> <p>Grade 8 Math Achievement Gap Goal - By the year 2025: Reach an eighth grade math achievement rate of 90 with no student group below 85.</p> <p>Progress toward English Language Proficiency Goal - By the year 2025: Reach a goal of 85 percent of students making progress in achieving English language proficiency.</p> <p>Graduation Rate Goal - By the year 2020: Reach a four-year graduation rate of 90 percent with no student group below 85 percent.</p>

	<p>Consistent Attendance Goal - By the year 2020: Reach a consistent attendance rate of 95 percent with no group below 90 percent.</p>
3	<p>The state proficiency rates fell at every grade level and in every subject except for HS Reading and HS Science. Northfield was not immune to the disruption caused by 11 snow days, but we do have several wins to share tonight.</p> <p>I think it is important to emphasize that when we are examining changes in proficiency rates, we are talking about movement of students and their mastery of grade level standards. We test approximately 2,100 students in both reading and math each year. Every 1% change represents 21 students in our system.</p>
4	<p>Overall reading proficiency in Northfield and at the state level declined slightly. We experienced larger declines in 5th (-9.1%) and 7th grades (-4.7%), which contributed to our overall result. I will speak to specific bright spots later in this presentation.</p>
5	<p>The state rate reflects a sixth year of gradual decline in math proficiency. Northfield district proficiency dropped 2% after two consecutive years of increase. 5th grade results declined by 11% contributing to this overall decline.</p>
6	<p>Northfield 2019 Science proficiency declined at a faster rate than the state due to a significant decline in 5th grade (-11%) and declines in all grade levels at the secondary level:</p> <ul style="list-style-type: none"> • 2019 state science proficiency down 1.3% • 2019 Northfield Science proficiency down 4.5%
7	<p>This overview of all tested subjects and grades provides a visual of our performance this year. Please note that this chart includes both MCA and MTAS tests, which is why you see some slight differences from the Tableau dashboard of MCA results. The state file of all districts includes all accountability tests.</p> <p>It is always important to look at our proficiency results within the wider state context. For example, although our grade 8 science proficiency rate declined slightly, it was higher than 96% of independent school districts testing 10 or more students, and higher than last year's ranking within the state.</p>

	<p>It is clear that at the middle school level especially, proficiency declines were prevalent across the state in 2019. Even though our proficiency rate declined in grade 6 math, for example, the number of districts with proficiency rates lower than Northfield increased. The same is true for 8th grade math and science as well.</p>
8	<p>Some of our notable bright spots this year:</p> <p>Grade 3 continued the Move 5 initiative with the support of Northfield Promise. Move 5 provided funding for teachers to supplement their reading instruction with additional materials or targeted support, and staff also met as a district group three times to celebrate wins and share successful strategies. Their work resulted in the second year of proficiency improvement with an MCA increase of 4.8% in 2019. This two year increase of 11.3% means we are now at the highest third grade reading proficiency rate since the standards change in 2013.</p> <p>It is interesting to note the jump in percentage of districts with lower third grade proficiency rates with our 4.8% gain. 86% of districts statewide had lower proficiency rates, up from 63% last year. There are many districts in this proficiency range, so even small increases make a big difference in the state context.</p> <p>Grade 8 Reading and Math: The Grade 8 team of Jane Weiland and Ann Jerdee implemented some instructional changes this year in an effort to improve student outcomes after several years of fairly flat results. It is always nice to see their hard work reflected in improved MCA results and student achievement. The Grade 8 Math team of Laura Talbot Peterson, Kelly Hebzynski and Pete Maus continue their successful work along with the rest of the Middle School Math team. This year, 55.6% of eighth graders exceeded standard on the MCA. This cohort contained the two sections of students who took Algebra as 7th graders when the model for math placement was adjusted at the middle school.</p> <p>Finally, the Grade 6 reading team of Linda Kovach, Sara Mikkelson and Caitlin Robertson, expanded the implementation of Reading Plus to all classes which resulted in a third year of proficiency increase. The percentage of students exceeding standards also increased to 38% of the cohort.</p>
9	<p>Now we move to student growth. As you may recall, the Minnesota ESSA plan focuses on the number of students gaining</p>

	one or more levels on their MCA in reading and math assessments.
10	<p>Northfield students gained reading achievement levels at a rate similar to the state. We moved 271 students one or more levels in reading. The percentage of students dropping a level or remaining in Does Not Meet status is below the comparative state metric.</p> <p>Our Hispanic students performed similarly to other Hispanic students in the state. Our White/Hispanic gap remains larger than we want it to be, but this metric indicates gains for our Hispanic youth that are in line with state performance.</p>
11	<p>In math, we outperform the state for both All and Hispanic student demographic groups. The percentage of both groups with achievement level gains was higher than the state and the percentage of students with declining/remaining in DNM status was lower than state levels. 257 students, including 51 students of color gained 1 or more achievement levels on this year's MCA Math test.</p> <p>This is a win for Northfield, and should ultimately lead to higher overall proficiency.</p>
12	<p>Our work is not done. We continue to be challenged by persistent achievement gaps in proficiency rates between our demographic groups.</p> <p>District-wide, our gaps are fairly consistent year to year. We do have some wins to highlight, but the reality is that the proficiency rate increase of our challenged groups needs to move at a faster rate than our non-challenged groups to reduce or close the achievement gap. We continue to strive for this gap closure.</p> <p>Our achievement gap begins before students enter our schools and manifests itself as an opportunity gap. We don't define the opportunity gap by looking at test scores. Instead, the opportunity gap more accurately describes the complex issues that contribute to student performance. Fortunately we live in a community with many partners working to increase the opportunities for all youth before they enter school. Preschool access and attendance is paramount. Many thanks to everyone working on this important issue.</p>

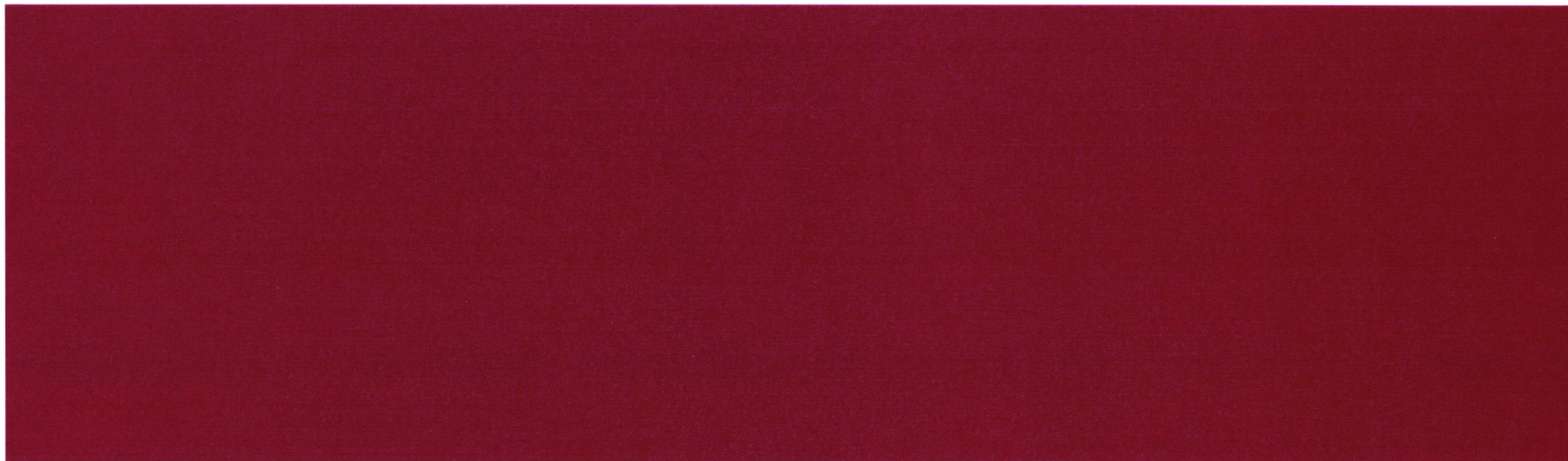
13 & 14	<p>These two slides illustrate the persistent gap in performance between our white students and students of color. The population sizes of our challenged demographic groups is relatively small and can lead to swings in our gap. Our goal is to deliver instruction that meets the needs of all students, so that every child has equal opportunities for mastering grade level standards. To reiterate, in order for the gap to close, our challenged demographic groups need to become proficient at a faster rate than their non-challenged peers. We are committed to addressing this challenge.</p>
15 & 16	<p>These slides indicate the chronic nature of our NonFRP/FRP achievement gap.</p>
17	<p>Within the district, we did see some reductions in the achievement gaps at certain grade levels. Our goal is to study these wins and replicate what works elsewhere in the district.</p>
18	<p>The proficiency rate of FRP third graders at Sibley has increased 17% in two years, with a corresponding 10% drop in the achievement gap from 2018 to 2019. While the NFRP reading proficiency dropped this year, it remains a respectable 76%. In math, FRP proficiency is up 27% in two years for this grade level, with notable gains by both NFRP and FRP students.</p> <p>GVP grade 3 FRP math proficiency is also up 10% in three years. Their gap remains stable because their NFRP pass rate was 94% this year.</p> <p>As a district, 3rd grade Hispanic reading proficiency was up for the second year, most notably due to the improvement at BW for this demographic group. The BW Hispanic proficiency rate increased for a second year to 82%.</p> <p>Finally, we saw gains in FRP proficiency in grade 8 math and reading, and in Hispanic reading proficiency for a second year in grade 6, leading to reductions in the achievement gaps for those grade levels.</p>

19	I am happy to take and questions, and also to schedule additional time with anybody who wishes to dig a little deeper into our district data.
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Northfield Public Schools - ESSA Indicators Year 2

September 9, 2019

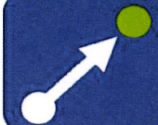


The ESSA Indicators



Academic Achievement

The number of students at the “Meets Standards” or “Exceeds Standards” achievement levels divided by all students in tested grades. Calculated separately for **math** and **reading**.



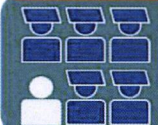
Progress Toward English Language Proficiency

The average progress English learners made toward individual growth targets on the ACCESS for ELLs test.



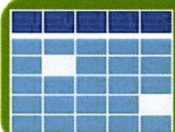
Academic Progress

A score based on students’ achievement levels from one year to the next. Calculated separately for **math** and **reading**.



Graduation Rates

The percentage of students who graduated in **four years** and **seven years**.



Consistent Attendance

The percentage of students attending more than 90 percent of the days they are enrolled.

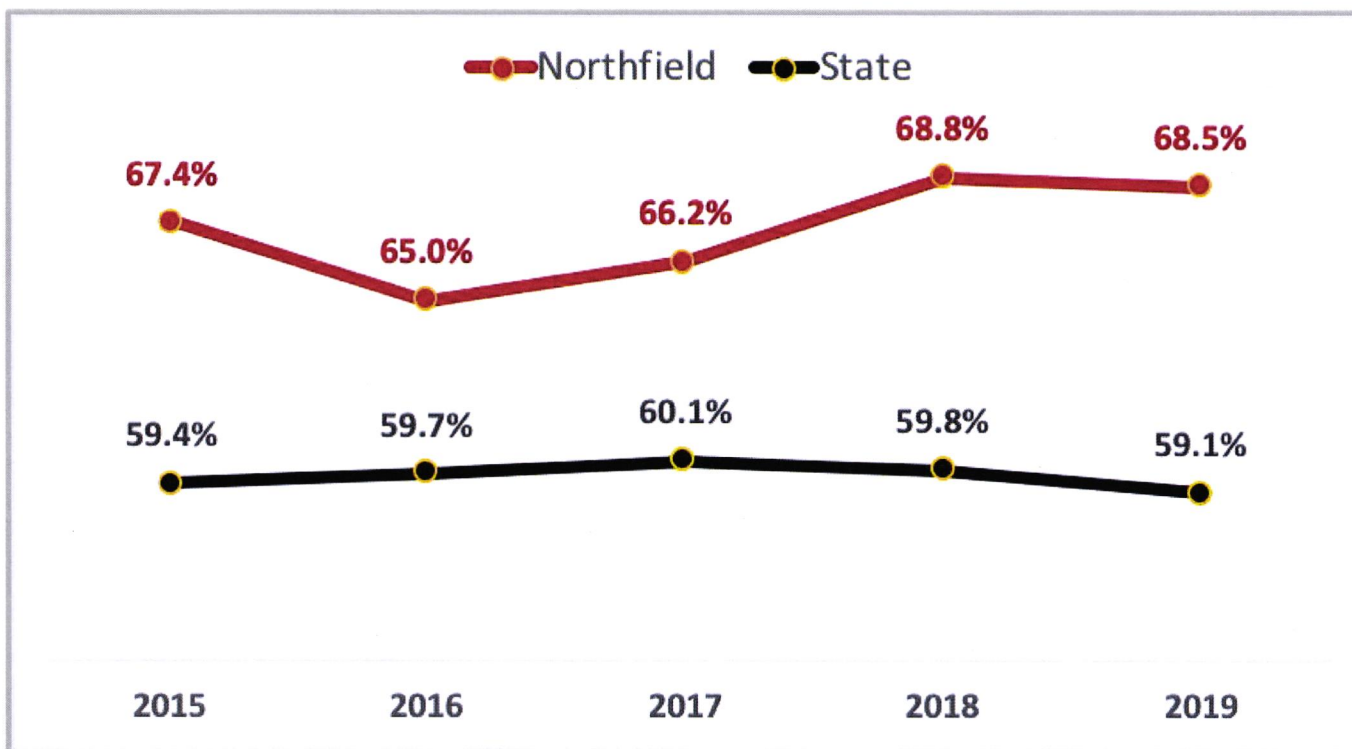


2019 MCA Results

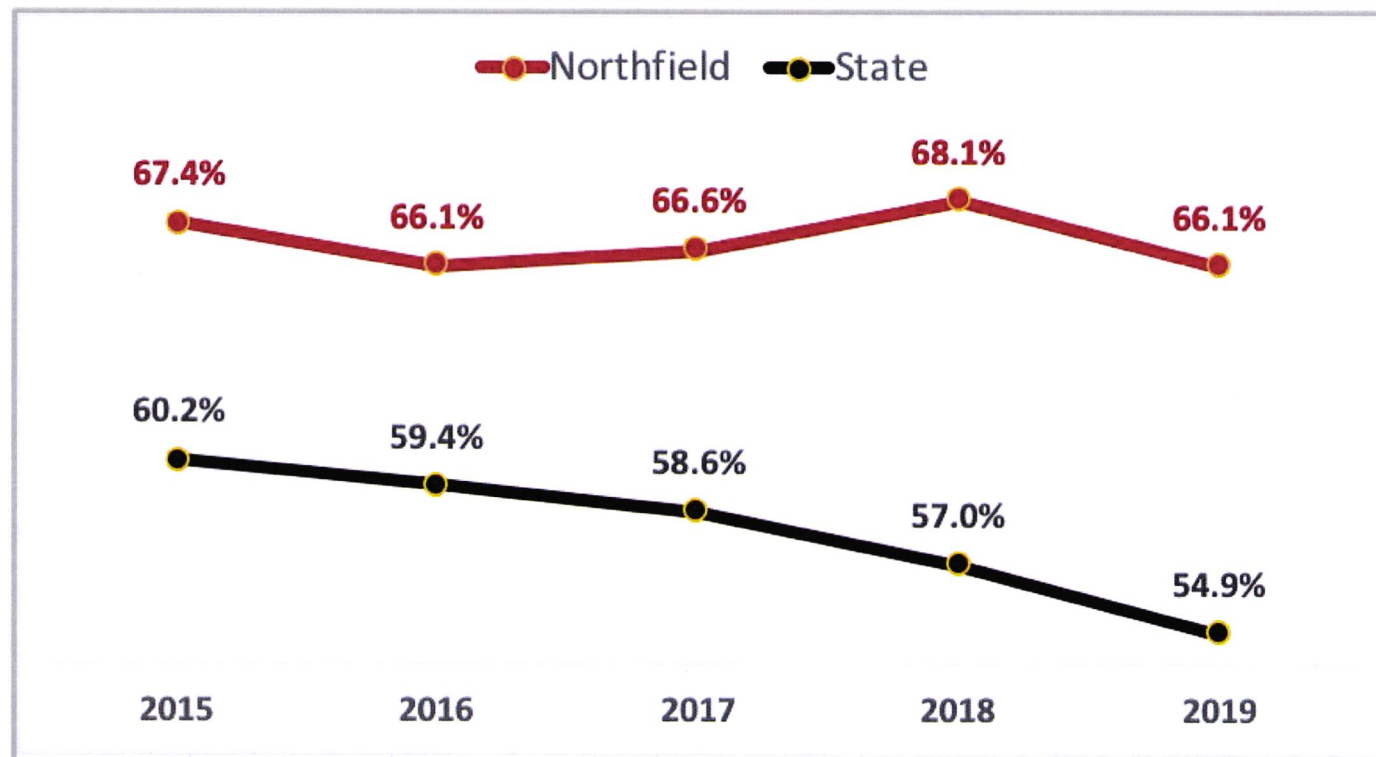
ESSA Academic Achievement Indicator



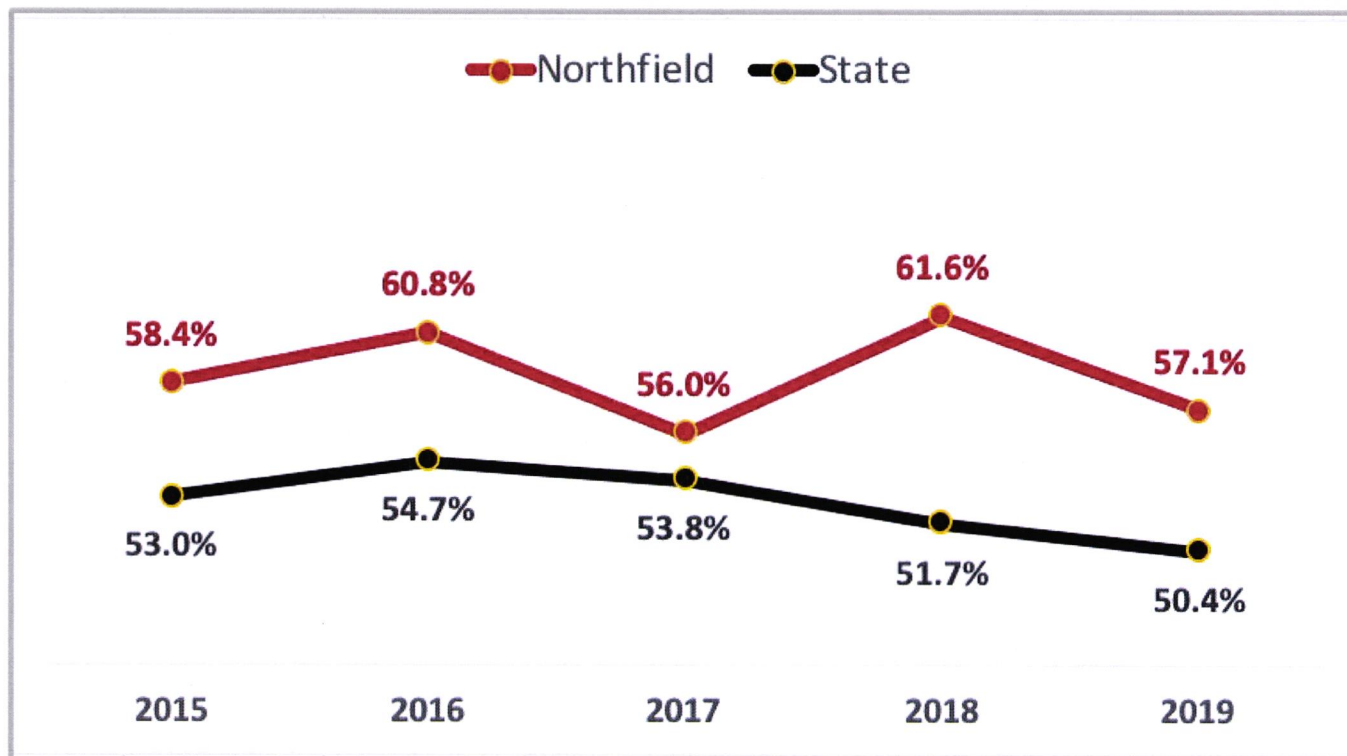
Northfield Schools MCA III Reading Trends



Northfield Schools MCA III Math Trends



Northfield Schools MCA III Science Trends



Statewide 2019 MCA performance dropped in all grade levels and subjects except HS Reading and Science

Grade	Subject	2019 Proficiency Rate	Proficiency Change from 2018	Percent of Districts (01) with Lower 2019 Proficiency Rates
	Above/Below State Proficiency		Increase Decrease	
3	Reading	68.4%	+5.1	86%
	Math	80.3%	+7.1	81%
4	Reading	63.4%	+3.6	69%
	Math	73.7%	+1.3	66%
5	Reading	70.3%	-8.6	59%
	Math	50.7%	-11.6	44%
	Science	51.8%	-10.5	36%
6	Reading	76.9%	+3.6	86%
	Math	56.7%	-4.6	67%
7	Reading	64.7%	-4.5	78%
	Math	69.0%	-7.8	91%
8	Reading	72.2%	+4.1	94%
	Math	73.8%	-2.2	92%
	Science	60.5%	-1.9	96%
HS	Reading	63.2%	-3.8	60%
	Math	58.7%	+1.9	88%
	Science	58.6%	-2.3	65%

All Students Tested – All Accountability Tests

Northfield Performance Overview with State Context

*All grades and subjects
All accountability tests*

Notable MCA Wins

■ Grade 3

Move 5 Project

■ Grade 8

Instructional Change and Standards Alignment

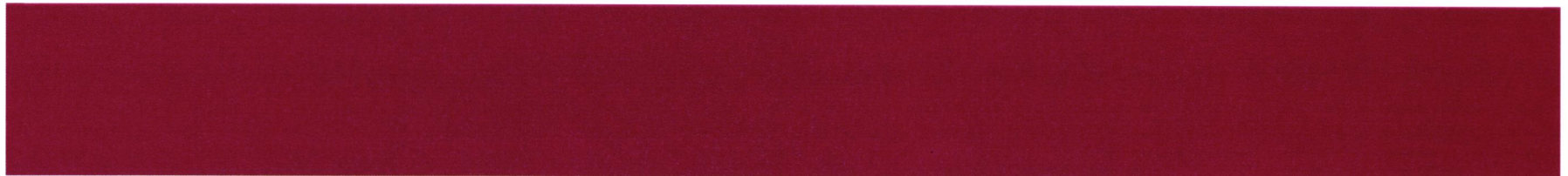
■ Grade 6

Reading - Expanding What Works



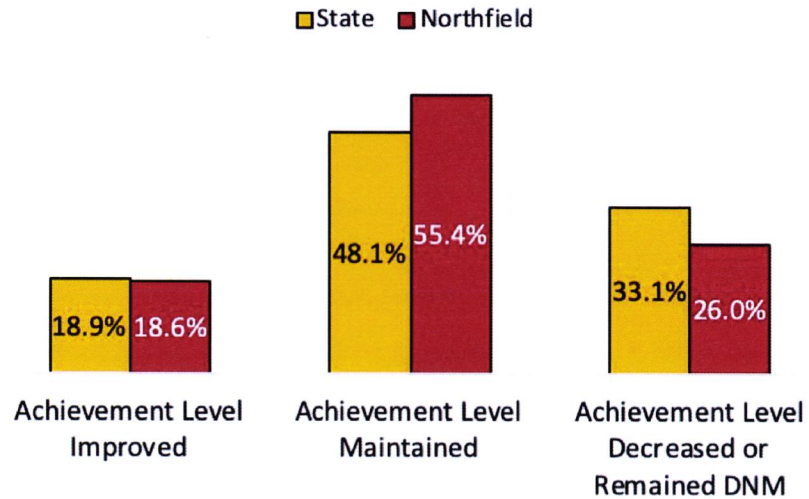
2019 Academic Progress

Student Growth Indicator: Are students improving or maintaining achievement levels on academic tests?

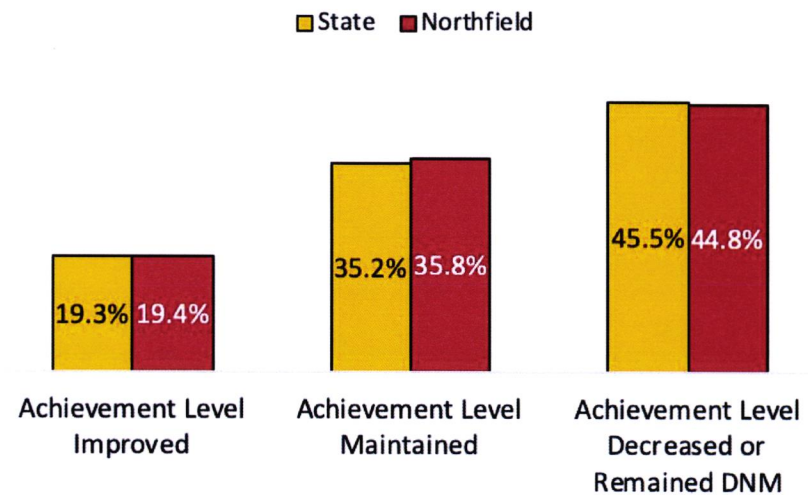


2019 Reading Academic Progress

All Students

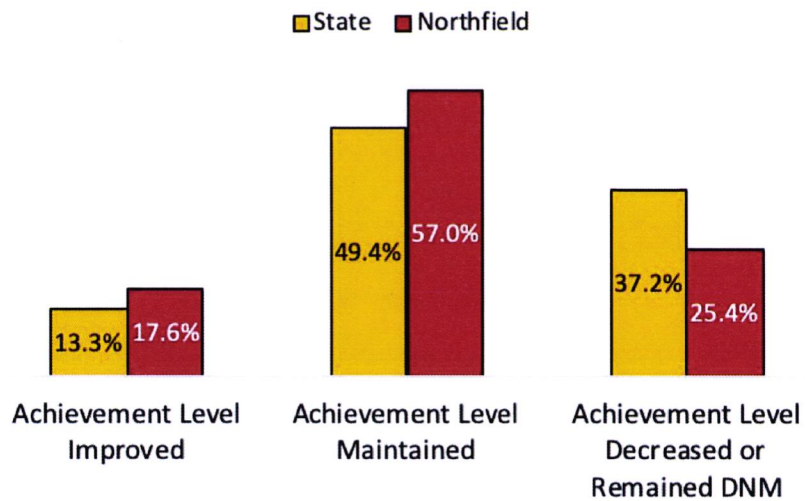


Hispanic Students

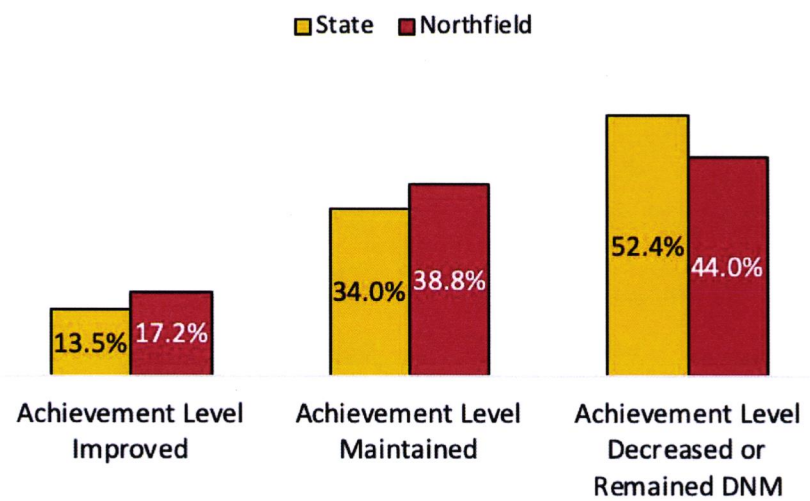


2019 Math Academic Progress - All Students

All Students



Hispanic Students



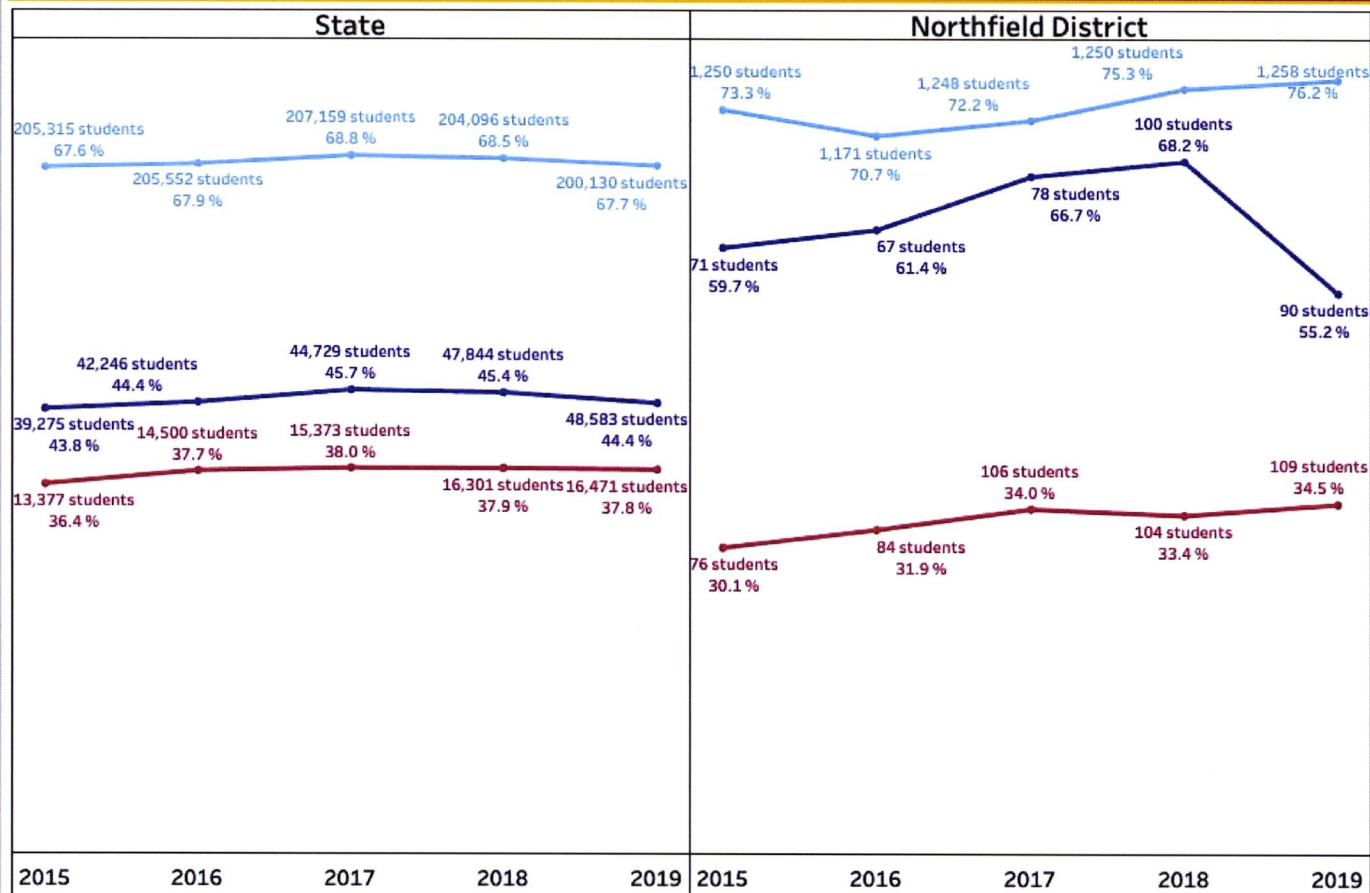


Achievement Gaps

Persistent and chronic overall, with some grade level wins



Proficiency Percentage by Ethnicity - Subject: Reading



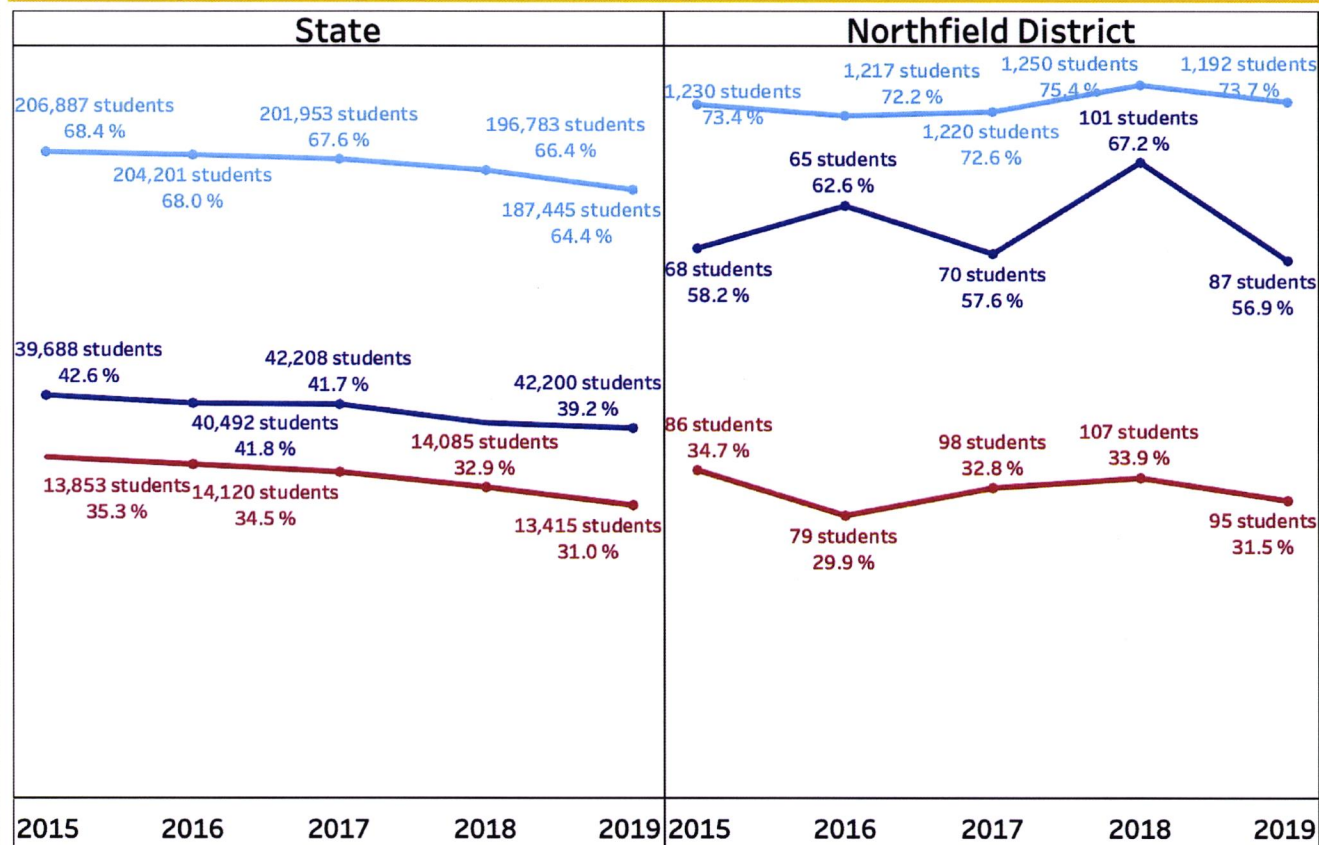
Subject

- ☐ Math
- ☒ Reading
- ☐ Science

Demographic

- ☒ White
- ☐ Hispanic or Latino
- ☐ Other Students of Co..

Proficiency Percentage by Ethnicity - Subject: Math



Subject

- ☒ Math
- ☐ Reading
- ☐ Science

Demographic

- ☒ White
- ☒ Hispanic or Latino
- ☒ Other Students of Co..

NonFRP:FRP Proficiency Percentage - Subject: Reading Grade: All

Select grade and subject on right

Demographic

FRP

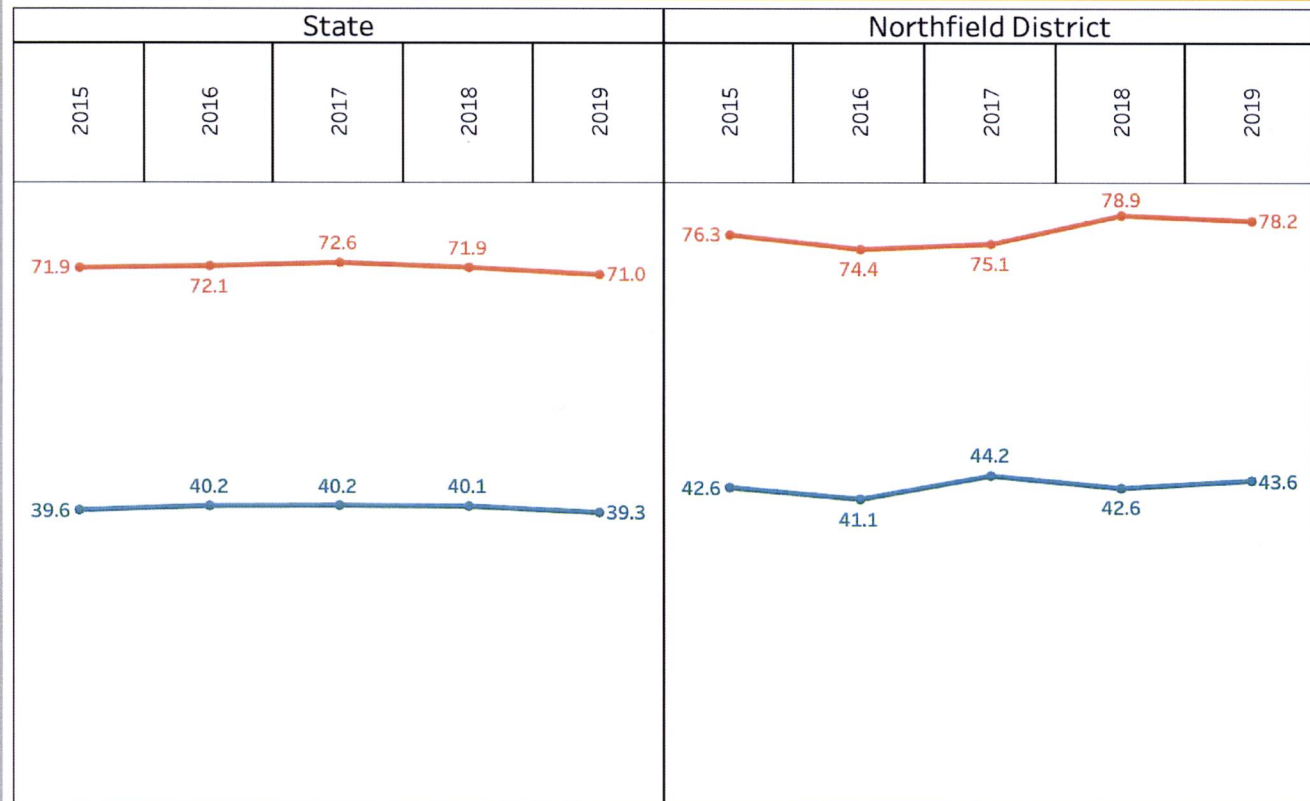
NFRP

Subject

☐ Math

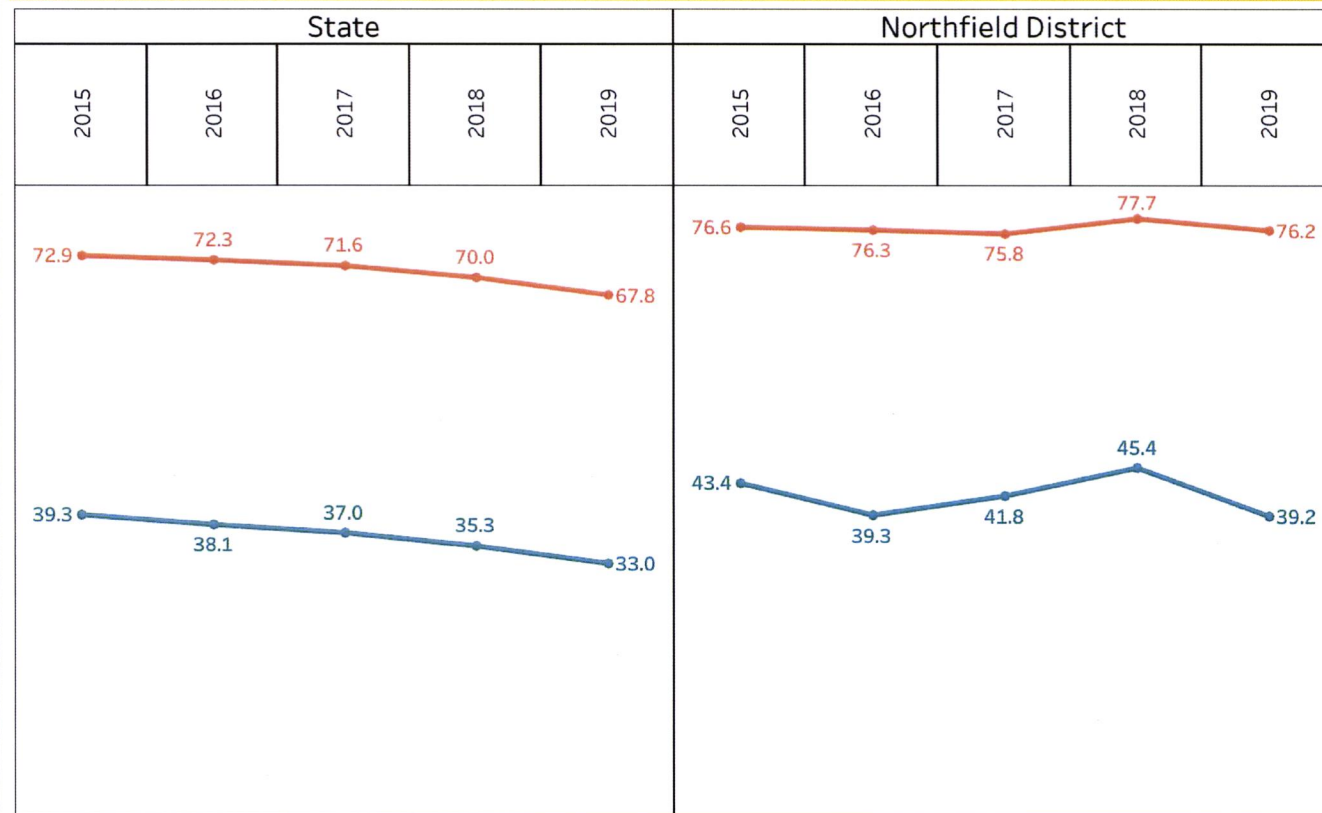
☒ Reading

☐ Science



NonFRP:FRP Proficiency Percentage - Subject: Math Grade: All

Select grade and subject on right



Demographic

FRP

NFRP

Subject

☒ Math

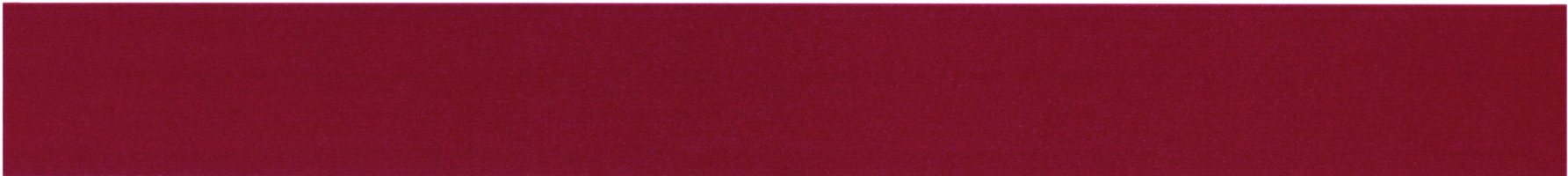
☐ Reading

☐ Science



Achievement Gap Wins

Looking to replicate what works



Grade 8 Reading: Both NFRP and FRP increased proficiency, but FRP at a faster rate. Gap declines by 5% in 2019.

SB Grade 3 FRP Reading proficiency up 17% in two years. Gap reduction of 10% from 2018 to 2019.

SB Grade 3 FRP Math proficiency up 27% in two years. Gap reduction of 4% from 2018 to 2019.

GVP Grade 3 FRP Math proficiency up 10% in two years. Gap remains due to high NFRP performance

Grade 8 Math: FRP increased proficiency 12% in three years. Gap declines by 10% in 2019.

Grade 3 Reading Hispanic proficiency improved for a second year, led by BW with a two year improvement of 44%. Gap reduced 1%.

Grade 6 Reading Hispanic proficiency improved for a second year, with a slight gap reduction (1%).



Questions?

Celebrations | 2018-19

Teaching and Learning

- Successful implementation of the *Collaborative Classroom* as the District's K-5 reading curriculum, provided 27 hours of professional development for 3rd-5th grade teachers, and 33 hours of professional development for Kindergarten-2nd grade teachers focused on reading instruction.
- Second consecutive year of proficiency improvement in 3rd grade reading, by 4.8% in 2018 and 11.3% since 2017.
- 8th grade science results were better than 96% of Minnesota districts with 10 or more students tested at that grade level.
- 370 Northfield High School students took 460 total Advanced Placement exams. 84% of the exams earned a score to qualify for college credit.
- Northfield High School students continued to outpace the state and national average ACT composite score (22.0 at NHS, 21.3 statewide, and 20.8 nationwide.)
- The Minnesota Student Survey demonstrated that 93% of 2,122 participating students "agreed" or "strongly agreed" that Northfield teachers care about their students.
- Parent satisfaction survey (1,152 responses) results included a 4.09 overall rating on a five-point scale. The top rated survey item was "My family is treated with respect at this school," with a 4.38 rating on a five-point scale.
- Northfield High School implemented a new "flex period," its first schedule change since the early 1980s.
- A school district committee comprised of teachers, students, administrators, parents, and community members recommended administration create a potential schedule for a later start to the school day be developed and considered by the Board of Education.
- Continued successful implementation of the Second Step social/emotional learning curriculum for students in Pre-K through 8th grades.
- Successful implementation of initial e-Learning days (called flexible learning days in 2018-19) to mitigate the loss of instruction when school needs to be canceled due to winter weather.
- Raider activities saw 1,147 students (82%) participating in at least one activity. The speech, volleyball and girls hockey teams were conference champions; girls track, boys swimming, and wrestling were section champions; and Elizabeth Acheson (girls track, 800 meters) and Trayton Anderson (wrestling, 132 lbs) won individual state championships. In addition, the Northfield High School fishing, music listening, knowledge bowl, clay target, science olympiad teams, and DECA advanced to their state competitions. Girls softball won the state championship.
- New mechatronics summer course, boiler certification training, ServSafe training, and apprenticeship offered to support all career and college pathways.
- School leaders (principals, assistant principals, and district-level directors) participated in five leadership development institute sessions with Studer Education, focused on systemizing continuous improvement practices.

Board of Education	Community Services	District Services	Student Services
<ul style="list-style-type: none"> • Successful \$41 million bond referendum campaign resulting in the planning for a new elementary school on the Greenvale Park campus; additions, renovations, and security enhancements at Bridgewater and Sibley Elementary Schools; renovations at the existing Greenvale Park building for conversion to the District's early childhood and community services center; and renovations at Longfellow School for conversion of the first and lower levels into district offices. • Financial stability through generous community support allowed programming to be maintained for 	<ul style="list-style-type: none"> • Community School at Greenvale Park drew over 1,800 total participants (including students, teachers, and family members). • 45,554 children, youth and adults participated in a Community Services program. • 122,378 people had access to a school district facility through Community Services (a 21,000 person increase over the previous year). • Ventures programs served 718 children. • Supported 50 students receiving scholarships at Hand in Hand Preschool. 	<ul style="list-style-type: none"> • The Buildings and Grounds Department completed over \$1 million in maintenance projects. • The Grounds Team handled one of the most difficult winters in memory with grace, plowing over 21 acres of parking lots and 2.2 miles of trails after 14+ snow events. • Self-funded health insurance program reserves allowed for the seventh consecutive year of premium stability (or reduction) and was recognized with a Local Government Innovation Award by the University of Minnesota Humphrey Institute. Dental insurance premiums have not increased in 14 years. 	<ul style="list-style-type: none"> • Celebrated Director of Special Services Cheryl Hall's installation as the President of the Minnesota Administrators of Special Education for the 2019-20 school year. • Successfully recruited Maimouna Toure-Keita as the new licensed school district nurse. • Managed and provided specialized instruction for 635 students through Individual Education Plans from ages Birth-21. • Bridging the Gap with Augmentative Assisted Communication improved access to instruction and outcomes for all students through the use of Assistive Technology. Staff

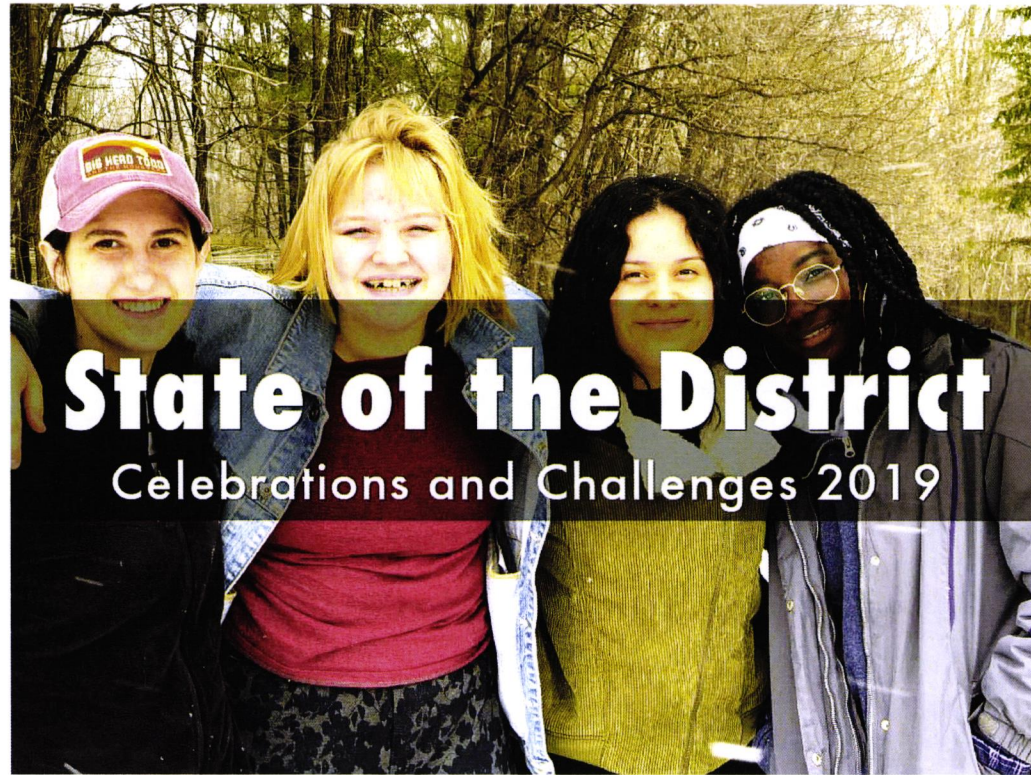
<p>the eighth consecutive year.</p> <ul style="list-style-type: none"> Continued engagement with Northfield Promise and Chamber of Commerce. Continued oversight of authorized charter schools. Employee Engagement survey results (484 respondents) included a 4.06 rating on a five-point scale across 18 survey questions. The top-rated survey item was “If given a choice, I would recommend that a parent select this district for his or her child,” with a 4.54 rating on a five-point scale. 		<ul style="list-style-type: none"> Child Nutrition successfully implemented a new service model in response to the Northfield High School flex hour. Child Nutrition maintained its fund balance despite approximately 30% less service time at the high school and 11 less service days due to weather-related cancellations. Technology Services completed 1,836 of staff-initiated help desk tickets. Successful transition to new iPads, adding 3rd Grade to 4th-12th grade students who have an individual device. Students also have a Logitech Crayon, a highly responsive stylus, to support their learning needs. iPad lease transition reaped \$312,000 in the sale of the 2016 devices. Human Resources provided orientation for 51 new employees and completed 1,719 volunteer background checks. Received MDE School Finance Award for the 7th consecutive year and received another “clean audit.” Demonstrated fiscal stewardship and prioritization with 82% of expenditures budgeted for direct classroom instruction and student support. The District Services Survey had a mean rating of 4.51 on a five-point scale. “Accessibility” was the top-rated support characteristic with a 4.58 rating on a five-point scale. 	<p>presented their work at Closing the Gap Conference in Alexandria, Minnesota.</p> <ul style="list-style-type: none"> Registered Behavior Technician Training, a regional 40-hour training for teachers and educational assistants, was co-developed by Behavioral Specialist Kelley Foehrkolb. The training received positive reviews by professionals from Region 10. Embedded ongoing training of all EAs/PCAs with Kelley Foehrkolb during Wednesday PLC time across all buildings. Developed on-demand special education training for teachers and educational assistants. This online professional development allows training to happen when most convenient for our staff members while still supporting their professional growth. Coordinated a no-cost School Linked Mental Health Services with Fernbrook in five of six schools for the 2019-20 school year to support the growing mental health needs of our students.
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Challenges 2019-20

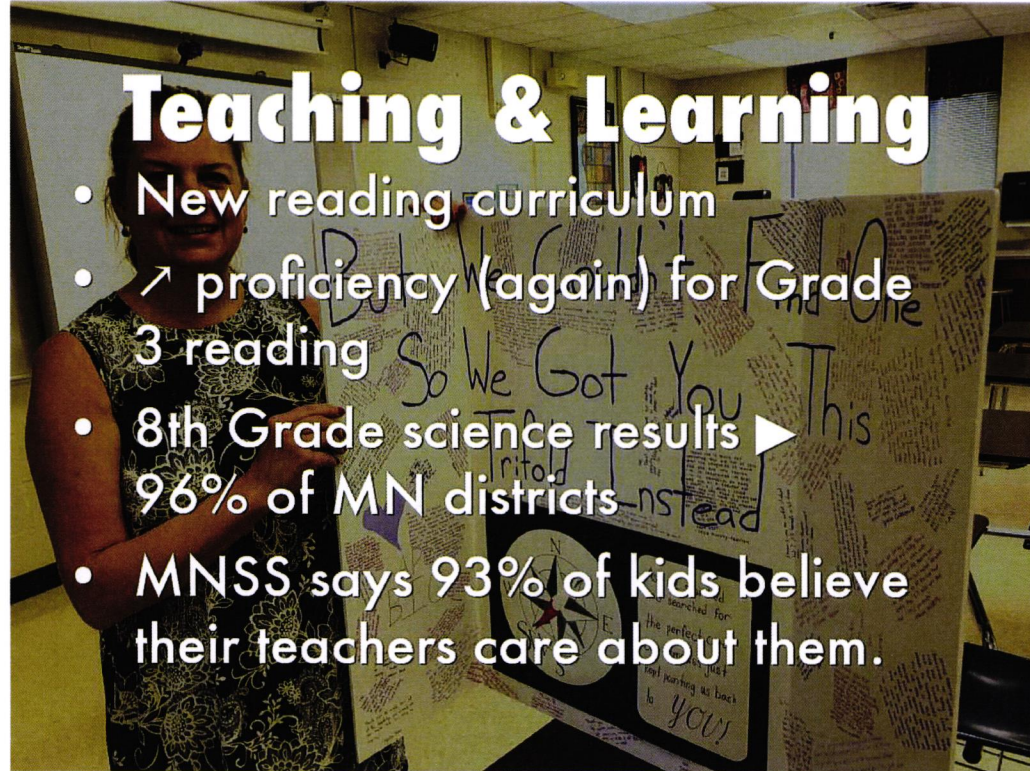
“Accept the challenges so that you can feel the exhilaration of victory.”

George S. Patton

1. Ensure school security while maintaining a welcoming learning environment.
2. Increase the cultural competency of our school district staff to support *every* student’s academic, social, emotional needs with intentional support for traditionally marginalized demographic segments.
3. Complete the projects associated with the district’s successful \$41 million bond referendum on time and within budgeted amounts.
4. Maintain financial stability: state funding. The legislature failed to provide an increase to the per-pupil basic formula that matched inflation (implicit price deflator) for the 22nd time in the last 27 years.
5. Maintain financial stability: special education cross-subsidy. Northfield’s special education cross subsidy of \$5 million represents 6% of expenditures.
6. Cement new teaching practices associated with the K-5 *Collaborative Classroom* reading curriculum, focusing on increasing the percentage of students proficient in reading by the end of Grade 3.
7. Recruit and retain a high-quality and diverse staff despite the imminent teacher shortage and navigating state-level licensure changes.
8. Decrease unacceptable achievement gaps present across Northfield Public Schools assessment data.
9. Increase customization of learning, timely feedback, and academic choice through tight integration of technology within the District’s pedagogy.
10. Finalize a proposed schedule that will allow for a later start to the school day for secondary students.
11. Influence mindset about what post-graduate success means for Northfield students to emphasize multiple pathways - including traditional four-year college, community/technical college, military, work, or volunteer service.
12. Develop a systematic approach to continuous improvement through a partnership with Studer Education for maximum accountability.
13. Implement “leader rounding” and subsequent action steps to support increased employee engagement.
14. Implement intentional communication strategies to increase feedback to parents about their child(ren)’s progress.



Celebrations

A woman with blonde hair, wearing a dark patterned sleeveless top, stands in a classroom. Behind her is a large display board covered with student work, including a compass rose and various handwritten notes. The board has the text "But We Got You This" and "So We Got You This" written on it. The woman is smiling and looking at the camera.

Teaching & Learning

- New reading curriculum
- ↗ proficiency (again) for Grade 3 reading
- 8th Grade science results ▶ 96% of MN districts
- MNSS says 93% of kids believe their teachers care about them.

84%

OF 460 AP EXAMS QUALIFY FOR COLLEGE CREDIT

TEACHING AND LEARNING

- NHS outperforms state and national averages on ACT
- Parent Satisfaction Survey: overall 4.09 rating (five-point scale)
- NHS Flex Period
- Later school start time committee

TEACHING AND LEARNING

- Second Step
- e-Learning Days
- Increased CTE opportunities
- School leadership development institutes



BOARD OF EDUCATION

- Bond referendum!
- Financial stability
- Northfield Promise and Chamber of Commerce
- Charter school authorization
- Employee Engagement survey average 4.06 on a five-point scale.
- NYC "town hall"





DISTRICT SERVICES

- \$1 million in maintenance projects
- Snow!
- Health and dental insurance
- Child nutrition: flex adaptation



DISTRICT SERVICES

- Tech Services: 1,836 tickets!
- Successful iPad transition
- \$312k for previous iPads

DISTRICT SERVICES

- 51 new employees, 1,719 volunteers
- MDE school finance award...again
- 82% of expenditures planned for classroom support
- 4.51 mean rating (five-point scale) on district services survey

STUDENT SERVICES

- Madame President
- Welcome Maimouna Keita!
- 635 IEPs
- Leading the region with professional development
- School-linked mental health grants

CHALLENGES

WHAT WE'RE DOING IN 2019-20

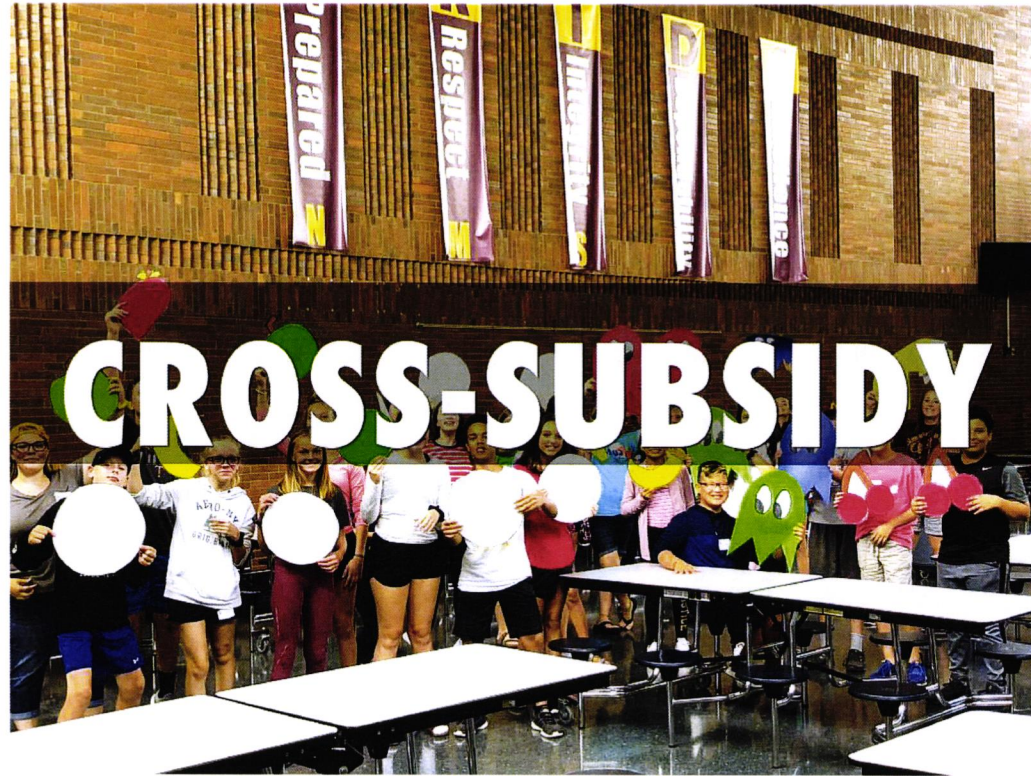


Submitted by: Matt Hillmann, 10/10/19









Book - 4 Run 3 pages 1-3 Photos



















THANK YOU!
QUESTIONS?

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

August 26, 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 Baraniak, seconded by Iverson, the Board unanimously approved the Agenda.
- III. Public Comment
Meleah Follen, Youth Engagement Director for Northfield Healthy Initiative, along with Northfield High School students Jack Rizzo, Ryan Malecha, and Grace Muth presented Director of Finance Val Mertesdorf with the August 2019 "Making A Difference Award" for going above and beyond in helping with Northfield YouthBank.
- IV. Announcements and Recognitions
Superintendent Hillmann highlighted the awards presented at the Back-to-School Breakfast and Staff Appreciation Program held on August 26. He reviewed the program highlights and the implicit bias workshop training facilitated by Equity Alliance MN.
- V. Items for Discussion and Reports
 - A. Sibley Elementary Continuous School Improvement Plan Presentation
Sibley Principal Scott Sannes 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.
 - B. Greenvale Park Elementary Continuous School Improvement Plan Presentation
Greenvale Park Elementary School Principal Sam Richardson 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.
 - C. Superintendent's 2019-2020 Goals
Superintendent Hillmann shared a draft of his proposed goals for 2019-2020. The Board asked Dr. Hillmann to consider adding construction projects and related communication to the community as an additional goal. This will be an item for individual action at the next board meeting.
- VI. Consent Agenda
On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved the following Consent Agenda items:
 - A. Minutes. Minutes of the Regular School Board meeting held on August 12, 2019.
 - B. Gift Agreement. A \$1,930.00 for Angel Funds use by Child Nutrition.
 - C. Financial Reports
 1. Financial Report - February 2019
Director of Finance Val Mertesdorf requested that the Board approve paid bills totaling \$1,544,434.87, payroll checks totaling \$3,154,053.91, a wire transfer totaling \$9.23 from MN Trust Bond Refunding to MN Trust Oper, and the financial reports for February 2019. At the end of February 2019 total cash and investments amounted to \$64,729,335.05.

2. Financial Report - March 2019

Director of Finance Val Mertesdorf requested that the Board approve paid bills totaling \$979,707.50, payroll checks totaling \$3,142,859.08, a wire transfer totaling \$139,337.26 from MN Trust Bldg Bond to MSDLAF Max, and the financial reports for March 2019. At the end of March 2019 total cash and investments amounted to \$66,637,582.82.

3. Financial Report - April 2019

Director of Finance Val Mertesdorf requested that the Board approve paid bills totaling \$2,406,744.22, payroll checks totaling \$3,093,526.85, and the financial reports for April 2019. At the end of April 2019 total cash and investments amounted to \$67,181,206.49.

D. Personnel Items

a) Appointments

1. James Anderson, Event Worker at the High School, beginning 8/22/2019.
2. Jennifer Dahnert, 1.0 FTE Special Ed Resource Room Teacher at Bridgewater, beginning 8/26/2019; MA+15, Step 6
3. Jacob Dayneko, 1.0 FTE Industrial Technology Teacher at the High School, beginning 8/26/2019; BA+60, Step 15
4. Sarah Grier, 9th Grade Volleyball Coach for 2 hours/day at the High School, beginning 8/15/2019; Level E, Step 1
5. Mikayla Hoff, 1.0 FTE 2nd Grade Teacher at Bridgewater, beginning 8/26/2019; BA, Step 3
6. Ellen Mader, Community School Coordinator for 40 hours/wk for 43 weeks/yr. at Greenvale Park, beginning 9/3/2019; \$38,008 Step 1
7. Heidi Melnychuk, Special Ed EA-PCA for 6.75 hours/day at the High School, beginning 08/26/2019; Spec Ed Step 3-\$16.63/hr.
8. Kathryn Ness, Yearbook Advisor at the High School, beginning 8/26/2019; Level C, Step 3
9. Ashly Polzin, 1.0 FTE 5th Grade Teacher at Bridgewater, beginning 08/26/2019; BA, Step 5
10. Sarah VanSickle, 1.0 FTE Youth Development Coordinator with Community Services, beginning 9/16/2019; \$59,226-Step 1 Prorated.
11. Madison Warner, Child Nutrition Student Associate for approximately 1 hour/day at the ALC/Longfellow, beginning 9/3/2019; \$9.86/hr.
12. Adria Dahlke, 1.0 FTE EarlyVentures Teacher at Longfellow, beginning 09/03/2019; Step 4-\$17.70/hr.
13. Makenna Nelson, KidVentures Student Site Assistant for 16.25 hours/week at Sibley, beginning 09/04/2019; \$9.86/hr.
14. Karissa Olsen, Special Ed EA-PCA for 6.75 hours/day and General Ed for .33 hours/day at Sibley, beginning 08/26/2019; Special Ed-Step 3-\$16.63/hr. and Gen Ed-Step 3-\$16.05/hr.
15. Natalie Ponciano Bartolo, KidVentures Site Assistant for 26 hours/week at Bridgewater, beginning 09/3/2019; Step 1-\$13.21/hr.
16. Melanie Roy, .8 FTE Licensed School Psychologist at the High School, beginning 08/26/2019; MA+60, Step 10
17. Garret Swenson, KidVentures Student Site Assistant for up to 15 hours/week at Bridgewater/Sibley, beginning 09/03/2019; \$9.86/hr.

b) Increase/Decrease/Change in Assignment

1. Dr. Laura Kay Allen, Interim Principal at the High School, add Interim Assistant Principal at the High School, effective 01/09/2020-06/08/2020; \$592.31/Per contract day.
2. Carol Beumer, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/03/2019-06/08/2020.
3. Margaret Christensen, Child Nutrition Associate I for 3.25 hours/day at Bridgewater, change to Child Nutrition Associate III for 6.5 hours/day at Bridgewater, effective 08/13/2019-10/20/2019; \$22.27/hr.
4. Lianne Deanovic, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/03/2019-06/08/2020.
5. Lindsey Dietiker, Child Nutrition Associate I for 3.5 hours/day at Sibley, change to Child Nutrition Associate III for 6.5 hours/day at Sibley, effective 08/13/2019; \$21.02/hr.
6. Susan Eidenschink, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/03/2019-06/08/2020.

7. Marilyn Frey, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/03/2019-06/08/2020.
8. Allison Grabow Rise, Head Dance Coach at the High School, add Event Worker with the High School, effective 08/15/2019.
9. Karen Lane, 2nd Grade Teacher at Bridgewater, change to Instructional Coach at Bridgewater, effective 08/26/2019.
10. Daniel Lewis, Assistant Soccer Coach at the Middle School, change to Soccer Coach at the Middle School, effective 08/26/2019; Level H, Step 4
11. Jody Mathews, Child Nutrition Associate I for 3 hours/day at Sibley, change to Child Nutrition Associate I for 3.25 hours/day at Sibley, effective 08/13/2019.
12. Angela Schewe, School Readiness Teacher at Longfellow, change to EarlyVentures Teacher for 37.75 hours/wk at Longfellow, effective 08/19/2019; Step 6
13. Angie Schock, Teacher at the Middle School, add Volleyball Coach at the Middle School, effective 08/26/2019; Level H, Step 1
14. Teresa Swenson, Teacher Substitute for the District, add Volleyball Coach at the Middle School, effective 08/26/2019-10/30/2019; Level H, Step 2
15. Brent Yule, .20 Assistant Football Coach at the High School, change to 1.0 Assistant Football Coach at the High School, effective 08/15/2019.
16. Margaret Colangelo, Special Ed EA-PCA for 5.75 hours/day at the High School, change to Special Ed EA-PCA for 5.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
17. Brittany Ellerbusch, First Grade Teacher at Bridgewater, change to Second Grade Teacher at Bridgewater, effective 08/21/2019.
18. Frances Garvey, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
19. Laura Goodwin, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
20. Mikayla Hoff, Second Grade Teacher at Bridgewater, change to First Grade Teacher at Bridgewater, effective 08/21/2019.
21. Shelly Kruger, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
22. Meghan Kuechenmeister, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
23. Kimberly Luke, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
24. Kathy Mellstrom, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
25. Nick Mertesdorf, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
26. Jacqueline Meyer, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
27. Rebecca Meyer, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
28. Marilyn Morgan-Malecha, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
29. Jacob Odell, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
30. Debra Pack, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.

31. Tammy Schwagerl, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
 32. Linda Wasner, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
 33. Jessica Webber VanZuilen, Special Ed EA-PCA for 6.55 hours/day at the High School, change to Special Ed EA-PCA for 6.05 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
 34. Susan Wunderlich, Special Ed EA-PCA for 6.75 hours/day at the High School, change to Special Ed EA-PCA for 6.25 hours/day and General Ed EA-FLEX for .50 hours/day at the High School, effective 09/04/2019-06/08/2020.
- c) Leave of Absence
1. Dorothy Cohan, Administrative Assistant at the District Office, Family/Medical Leave of Absence for Childcare effective 08/06/2019-10/11/2019.
 2. Ryan Pietsch, Teacher at Sibley, Family/Medical Leave of Absence for Childcare, effective 10/24/2019 for two weeks.
 3. Carrie Rice, Special Ed Teacher at Greenvale Park, Family/Medical Leave of Absence, effective 08/26/2019 for up to 60 work days on an intermittent basis.
- d) Retirements/Resignations/Terminations
1. Andrew Bealles, KidVentures Site Assistant with Community Services, resignation effective 08/22/2019.
 2. Mackenzie Glassing, KidVentures Site Assistant with Community Services, resignation effective 08/23/2019.
 3. Joseph Jorgensen, Special Ed Teacher at the High School, resignation effective 08/20/2019.
 4. Sofie Nelson, KidVentures Site Assistant with Community Services, resignation effective 08/30/2019.
 5. Linda Oto, Youth Development Coordinator with Community Services, retirement effective 09/13/2019.
 6. Mackenzie Schewe, KidVentures Site Assistant with Community Services, resignation effective 08/30/2019.
 7. Megan Wheelock, Special Education Teacher at Bridgewater, resignation effective 7/17/2019.
- e) Superintendent Contract Provisions for the 2019-2020 Contract Year
- School Board Chair Pritchard provided a memorandum which included a recommendation for a total compensation package increase of 1.4%. This increase matches the average dollar increase members of the Northfield Education Association will receive as part of their 2019-2021 contract. The package includes:
- A salary increase of 1.27%
 - \$250.00 increase to the district's 403B match to reach the allowed maximum
 - In 2018 Dr. Hillmann was accepted into the AASA National Superintendent Certification Program. He is currently in the second year of this two-year program. The significant personal and professional development Dr. Hillmann will gain from this program will serve the district well. The total \$6,000 cost of this program is being covered by the district in the amount of \$3,000 each year. This is the second and final year of the program.

VII. Superintendent's Report

A. Items for Individual Action

1. 2019-2020 e-Learning Plan. On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved the 2019-2020 e-Learning Plan as presented.
2. Policy 713 Student Activity Accounting. On a motion by Baraniak, seconded by Goerwitz, the Board unanimously adopted Policy 713 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. This policy sets forth the parameters of control and accountability for student activity funds.
3. Change Order Approval. On a motion by Iverson, seconded by Quinnell, based on the New Greenvale Park Elementary bid package results and approval, and our contract with Knutson Construction, the Board unanimously approved the General Conditions fee and the Construction Contingency fee be increased to \$2,155,874.

4. Proposed 2019-2021 Agreement with the Northfield Education Association (NEA). On a motion by Iverson, seconded by Goerwitz, the Board approved the 2019-2021 Master Agreement with the Northfield Education Association as negotiated.

VIII. Items for Information

- A. Construction Update #12. Dr. Hillmann provided an update on the District's construction projects.
- B. New Greenvale Park Groundbreaking Ceremony. The groundbreaking ceremony for the New Greenvale Park Elementary School is scheduled at 6:00 PM on Tuesday, September 10, 2019 at Greenvale Park Elementary School.

IX. Future Meetings

- A. Monday, September 9, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, September 23, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, October 14, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 8:48 p.m.

Noel Stratmoen
School Board Clerk

COMMUNITY SERVICES
Fall 2019 Brochure Instructors

Victor Albrecht
American Red Cross
Brian Auge
Doug Bengtson
Carly & John Born
Andy Chen
Code Wizards
Community Services Staff
Cornerstone on the Vermillion
Dakota City Heritage Village
Kevin Dahle
Laura DeGroot
Michael Detgen
LaVergne Dickerson
Doorway to College
Jacqui Dorsey
Ashley Drobney
Sheriff Troy Dunn
Everest Gymnastics Staff
Shahar Fearing
Dave Gilmore
Girls on the Run
Peter Gittins
Tracy Giza
Rita Gomez
Emileana Graupmann
Gary Greenlund
Lori Hameister
Healthy Focus
Lori Hameister
Heartwork Yoga Studio
Christopher Kauffeld

Robert Knutson
Mike Lynch
Mad Science of Minnesota
Sylvia Marccarelli
Bill McGrath
Rebecca McIntyre
Michelle Michaud
Jessica Minder
Erik Myrom
North Star Haidong Gumdo
Northfield Arts Guild
Northfield Raider Clay Target Club
Northfield Skating School Staff
Bob Peterson
Prairie Fire Children's Theatre
Project ABLE Staff
Renee Reinardy
Ring the Bell Fitness
Steve Ryan
Darrell Sawyer
Missy Spitzack
Sports Unlimited
Heidi Streiff
Tech Academy
Thomsen Systems
Carey Tinkelenberg
Nate Truman
Richard Truman
Vicki Tyler
Watch Me Draw
Youth Enrichment League Staff

TO: Julie Pritchard, Chairperson
Northfield School District Board of Education

FROM: Superintendent Matthew J. Hillmann, Ed.D.

DATE: August 26, 2019

RE: Superintendent's Goals 2019-20

As part of the updated Superintendent's Evaluation process, please consider the following proposed goals for the 2019-20 school year:

1. The District will continue its effort to ensure consistent reading instruction through the use of the Collaborative Classroom curriculum, as evidenced by the collection of selected assessment scores and two teacher satisfaction surveys. The Superintendent will draft a reflection for the Board based on the data.
2. The District will improve our Black students' feeling of support as measured by selected questions from the Minnesota Student Survey or questions similar to those on the Minnesota Student Survey. The Superintendent will draft a reflection for the Board based on the data.
3. The Superintendent will present a draft plan and potential schedule for a later school day start time for secondary students for the Board's consideration no later than December 1, 2019.
4. The District will enhance its approach to measuring continuous improvement by proposing a new method and presentation of annual, measurable goals for student achievement, employee engagement, financial stewardship, and parent satisfaction. The Superintendent will share a draft template of this new method and presentation format (called a 'scorecard') for the Board's consideration by April 15, 2020.

These goals do not encompass all of the work the Superintendent will do during the school year. Progress toward realizing the strategic plan's vision and priorities will continue as well as pursuing the goals outlined in the district's World's Best Workforce Plan. In addition, for 2019-20, the superintendent will focus on the successful completion of the construction and renovation projects associated with the 2018 bond referendum.

Purpose: The purpose of the construction update at each Board meeting is to provide information regarding the five construction projects authorized by the public in November 2018.

Project Overview

Project	Expected Project Cost	Expected Start Date	Expected Completion Date
Bridgewater Elementary	\$2.13 million	June 2019	October 2019
Greenvale Park (new)	\$27.62 million	August 2019	August 2020
Sibley Elementary	\$7.38 million	November 2019	August 2020
GVP Early Childhood Center (remodeling)	\$859,000	June 2020	August 2020
Longfellow School (remodeling)	\$837,000	June 2020	September 2020

August 2019

- Sibley renovation 3D views and materials palette meeting.
- Initial Greenvale Park renovation discussion with architects and community services.
- POC met and reviewed the schedules for GVP and Longfellow renovations, elementary furniture selection and procurement, BW construction update, and Sibley project bid timeline and schedule.
- The groundbreaking ceremony for the New Greenvale Park is at 6:00 PM, Tuesday, September 10, 2019.
- Bids for the New Greenvale Park were approved at the August 12, 2019 board meeting and Knutson has contacted bidders.
- Construction continues at Bridgewater.
- New GVP bid opening occurred on Monday, August 5, 2019.

July 2019

- Meeting with City of Northfield regarding new GVP site plan.
- POC met and reviewed new GVP and Sibley design updates, discussed timelines for GVP and LF renovations, the furniture procurement process and schedule, construction updates at Bridgewater, and the project bid process for new GVP.
- Construction continues at Bridgewater Elementary and weekly subcontractor meetings are held on site. Timelapse project camera installed and is available on the construction updates web page (<http://northfieldschools.org/construction>.)

June 2019

- A subcontractor kick-off meeting was held on June 4 for the Bridgewater Elementary project. During this meeting, Knutson reviewed major milestones for the project, safety requirements, and any other subcontractor concerns.
- Greenvale Park materials selection committee met on June 7.
- Wold presented an update on the new Greenvale Park Elementary and the Sibley Elementary addition/renovation plans to the Board on June 10.
- Construction began at Bridgewater Elementary School. Construction trailers are on site, a construction fence has been installed, and the front concrete apron/sidewalks have been removed as part of the site work.
- The district grounds team started work to repurpose the baseball diamond on the west side of the current Greenvale

Park Elementary School. The field will be repurposed with a full-size soccer/lacrosse field situation north/south and a smaller playfield situated east/west. The community garden will also be expanded as part of this district project.

- A project oversight committee (POC) meeting was held Tuesday, June 25. POC discussed city site plan submission for Greenvale Park, project bid timelines, and finalizing the Sibley user group recommendations.
- Greenvale Park page turn occurred on June 27. This was an opportunity to go through all drawings for the New Greenvale Park.

May 2019

- Sibley core planning teams continue to meet.
- Greenvale Park user group meetings have concluded.
- Bid Opening occurred on Tuesday, May 21. We received 60 bids in 20 categories. No bids were received for asphalt paving and signage.
- Sibley held user group meetings the morning of May 28th and additional meetings are scheduled May 30th.
- POC meeting was held just prior to the Board meeting on May 28th.
- Bridgewater bids were approved at the May 28th Board meeting allowing contracts to be issued to the low bidders.

April 2019

- Knutson Construction Meet and Greet took place on Tuesday, April 9, 4pm - 6pm in the upper cafeteria at NHS. Approximately 35 contractors were in attendance.
- Sibley core planning team meetings are scheduled April 25, May 2, May 7 and May 14 (if needed).
- Greenvale Park user groups continue to meet.
- POC held its monthly meeting on April 23 and discussed design updates for each project in process, construction updates, the traffic study which commenced on April 23, and next steps.
- Bridgewater Elementary bid package released on April 29, 2019.

March 2019

- Sal Bagley of Wold Architects and Engineers and Josh Cooper of Knutson Construction highlighted the activities of the Greenvale Park and Bridgewater core planning teams at the March 11th School Board meeting.
- The Greenvale Park core planning team met on Tuesday, March 12. GVP user groups began meeting on April 2.
- POC held its monthly meeting on March 26 and discussed the March 11th Board presentation, core team updates, Knutson's contractor meeting, change order limits, and next steps regarding Sibley core planning team.

February 2019

- The Greenvale Park core planning team meetings are scheduled Thursdays, February 7, 14, 21 and 28, 3:30 pm - 5:00 pm in the conference room at GVP.
- The Bridgewater core planning team meetings are scheduled Thursdays, February 7, 14, 21 and 28, 1:15 pm - in the conference room at BW.
- February 5th joint meeting between City of Northfield, Northfield Public School, Wold and Knutson to discuss city codes.
- The Bridgewater and Greenvale Park core planning teams met on Thursday, February 14. Both core teams will meet again on Thursday, February 21, and the Greenvale Park team will have an extended meeting due to a previous weather-related meeting cancellation.
- POC held its monthly meeting on February 2 and discussed the March 11th Board presentation, core team updates, communication processes & avenues, daycare concerns during the transition, and Bridgewater FF&E.
- The Greenvale Park core planning team met on Thursday, February 28.
- The Bridgewater core planning team has moved to the "user group" phase of planning and these groups are convening.

January 2019

- Finalize core planning team participants
- Scheduled core planning team meetings for new elementary school:
 - Tuesday, Jan 15 - kickoff event with the core planning team, architects, and construction management representatives
 - Tuesday, Jan 22 - tour elementary schools
 - Thursdays: Jan 31, Feb 7, 14, 21, 28 - core planning team meetings
- Schedule core planning team meetings for Bridgewater Elementary addition/renovation

- Schedule core planning team meetings for Sibley Elementary additions/renovation
- On January 22, the Greenvale Park core planning team toured McKinley Elementary in Owatonna, Rosa Parks Elementary in Mankato, Jackson Elementary in Shakopee and East Lake Elementary in Lakeville (ISD 196.)
- The next Greenvale Park core planning committee meeting is on January 31, 2019.
- Invitations for the Bridgewater Elementary addition/renovation core planning team were sent on January 23, 2019. The first Bridgewater core planning team meeting will be on February 7, 2019.
- Project Oversight Committee (POC) met on January 25 to review project timelines. POC will meet the fourth Tuesday of each month through completion of projects.