

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

September 10, 2018

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: Hardy, Stratmoen, Quinnell, Iverson and Pritchard. Absent: Colangelo. Goerwitz arrived at 8:14 p.m.

II. Agenda Changes / Table File

Table File items were added.

III. Public Comment

No public comment.

IV. Announcements and Recognitions

- Congratulations to Val Mertesdorf and the Finance Team. Northfield Public Schools was named a 2018 School Finance Award Recipient for 2017 Financial Reporting. The School Finance Award is awarded annually by the Minnesota Department of Education (MDE), Division of School Finance. The criteria for FY 2017 financial reporting included: 1) timely submission of financial data and compliance with Minnesota statutes, 2) presence of select indicators of fiscal health, and 3) accuracy in financial reporting.
- Congratulations to Noel and Lois Stratmoen, the recipients of the 2018 Joseph Lee Heywood Distinguished Award. The Stratmoens are very active community members and Noel has served on Northfield's Board of Education for over 30 years.
- Thank you to everyone who helped kickoff a fantastic first week of school.

V. Items for Discussion and Reports

A. Community Services Continuous School Improvement Plan Presentation

Breezy Barrett, Ventures Coordinator, and Sara Line, Early Childhood Coordinator presented the Community Services school improvement plan to the Board. The presentation included a progress report on the goals set for the 2017-2018 school year as well as new goals set for the 2018-2019 school year. The Board can expect a draft policy regarding enhanced early childhood background checks in October 2018.

B. District Assessment Report

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

C. Superintendent's State of the District Overview

Superintendent Hillmann presented an overview of the programs and activities completed during the 2017-2018 school year, as well as the challenges the District faces in 2018-2019.

VI. Consent Agenda

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

- A. Minutes. Minutes of the August 27, 2018 Regular School Board meeting.

B. ALC Co-Curricular Overnight Field Trip for 2018-2019. ALC co-curricular overnight trip for the 2018-2019 school year.

C. Personnel Items

a) Appointments

- 1) CORRECTION: Kimberly Medin, 1.0 FTE Special Education EBD Teacher at the Middle School, beginning 08/27/2018; BA+30, Step 1
- 2) Ricky Brown, Community Recreation Position with Community Services, beginning 09/5/2018-05/31/2019; Flag Football \$10.00/hr.
- 3) Sara Carroll, Supervisory EA for 2 hours/day at Bridgewater, beginning 09/04/2018-06/07/2019; Gen Ed Step 2-\$15.38/hr.
- 4) Valerie Carter, Supervisory EA for 2 hours/day at Bridgewater, beginning 09/04/2018-06/07/2019; Gen Ed Step 1-\$15.03/hr.
- 5) Vernon Green, Community Recreation Position with Community Services, beginning 09/5/2018-05/31/2019; Flag Football \$10.00/hr.
- 6) Ben Heath, ALC Independent Study Teacher as needed with the ALC, beginning 09/04/2018-06/07/2019; MA, Step 7
- 7) Mikayla Hoff, 1.0 FTE Fill-Time Substitute with the District, beginning 09/04/2018; \$25.91/hr.
- 8) Ethan Johnson, Community Recreation Position with Community Services, beginning 09/5/2018-05/31/2019; Flag Football \$9.65/hr.
- 9) Cindy Keogh, Supervisory EA for 2 hours/day at Sibley, beginning 09/04/2018-06/07/2019; Gen Ed Step 4-\$16.19/hr.
- 10) Alissa Lien, KidVentures Student Site Assistant for up to 16 hours/wk at Bridgewater, beginning 09/04/2018; \$9.65/hr.
- 11) *William Rauseo, Community Recreation Position with Community Services, beginning 09/5/2018-05/31/2019; Flag Football \$10.00/hr.
- 12) Budda Rose-Buchta, Long Term Substitute Special Ed EA-PCA for 7.25 hours/day at Greenvale Park, beginning 09/04/2018-01/24/2019; Spec Ed Step 4-\$16.76/hr.
- 13) Colin Staerk-Bandy, Community Recreation Position with Community Services, beginning 09/5/2018-05/31/2019; Flag Football \$9.65/hr.
- 14) James Vitito, Community Recreation Position with Community Services, beginning 09/5/2018-05/31/2019; Flag Football \$9.65/hr.
- 15) Ruby Williams, .6 FTE Business Education Teacher at the High School, beginning 08/30/2018-01/25/2019; MA+15, Step 15
- 16) Fall, Winter, Spring Recreation Positions #2822, Effective September 5, 2018 – May 31, 2019
Andrew Bealles, Flag Football/General Recreation, \$9.65/hour
Mason Zick, Flag Football/General Recreation, \$9.90/hour
Khayleb Willis, Flag Football/General Recreation, \$9.90/hour
Lars Prestemon, Flag Football/General Recreation, \$10.25/hour
Marcel Diggs, Flag Football/General Recreation, \$10.25/hour
Benjamin Selchow, Flag Football/General Recreation, \$9.65/hour
Cindy Keogh, General Recreation Supervisor, \$15.25/hour & Building Supervisor \$15.90/hour
Marcella Manivel, Lifeguard \$10.25/hour, Swim Aide \$9.90/hour, Class Lead \$10.50/hour
Zoe Ingersoll, General Recreation \$9.65/hour, Class Lead \$10.50/hour
Briana Peterson, General Recreation \$9.90/hour, Class Lead \$10.75/hour
Jacqueline McNeil, Community Services Interpreter \$25/hour
- 17) CORRECTION: Kristin Johnson, 1.0 FTE Instructional Coach-Behavior at Greenvale Park, beginning 08/27/2018-06/07/2019; MA, Step 6
- 18) CORRECTION: Angela Schock, 1.0 FTE Grade 6 Math Teacher at the Middle School, beginning 08/27/2018-06/07/2019; MA +15, Step 10
- 19) Eddie Bryson, Community Recreation Position with Community Services, beginning 09/10/2018-05/31/2019; Flag Football \$10.00/hr.

20. Anthony Costello, Community Recreation Position with Community Services, beginning 09/10/2018-05/31/2019; Flag Football \$10.00/hr.
 21. Spencer Francis, Community Recreation Position with Community Services, beginning 09/13/2018-05/31/2019; Flag Football \$10.00/hr.
 22. Noah Hillman, Community School Evening Site Assistant for 3 hours/day for 2 days/wk at Greenvale Park, beginning 09/13/2018-05/16/2019; Step 2-\$16.22/hr.
 23. Fletcher Metz, Community Recreation Position with Community Services, beginning 09/13/2018-05/31/2019; Flag Football \$10.00/hr.
 24. Dylan Rye, Community Recreation Position with Community Services, beginning 09/13/2018-05/31/2019; Flag Football \$10.00/hr.
 25. James Schreffler, Special Ed EA-PCA for 6.75 hours/day at the ALC, beginning 09/07/2018-11/20/2018; Special Ed, Step 2-\$15.96/hr.
 26. Caleb Voight, Community Recreation Position with Community Services, beginning 09/10/2018-05/31/2019; Flag Football \$9.65/hr.
 27. Community Services Winter/Spring 2018 Brochure Instructors-See Attached.
 28. Fall/Winter Spring Recreation Positions #2822, Effective September 10, 2018 – May 31 2019
Christian Heuchert, Lifeguard \$10.40/hour, Swim Aide \$9.90/hour, Class Lead \$10.50/hour
Tristan Belzer, Lifeguard \$10.25/hour, Swim Aide \$9.90/hour, Class Lead \$10.50/hour
Jeremy Soehlin, Flag football & general recreation \$10.25/hour, Lifeguard \$10.25/hour, Swim Aide \$9.90/hour, Class Lead \$10.50/hour.
- b) Increase/Decrease/Change in Assignment
1. Amy Allin, 1.0 FTE Science Teacher at the Middle School, add an overload for second semester (87 days), effective 01/28/2019-06/07/2019.
 2. Jill Bohlen, Special Ed EA-PCA for 6 hours/day and Supervision for 1.5 hour/day at Greenvale Park, change to Special Ed EA-PCA for 5.5 hours/day and Supervision for 1.75 hours/day at Greenvale Park, effective 09/04/2018.
 3. Russel Boyington, KidVentures Site Assistant for 40 hours/wk at Sibley, change to KidVentures Site Assistant for 23.5 hours/wk at Bridgewater, effective 09/04/2018.
 4. Matthew Crase, Special Ed EA-PCA at the Middle School, add Grade 6 Volleyball Coach at the Middle School, effective 08/30/2018; \$14.00/hr.
 5. Mark Ensrud, Guidance Counselor at the High School, add an overload for Career/Technical Education Coordination at the High School, effective 08/26/2018-06/07/2019; \$11,293.41
 6. Sarah Erny-Moyer, Special Ed EA-PCA for 6 hours/day and Supervision for .75 hours/day at Greenvale Park, change to Special Ed EA-PCA for 4 hours/day, Supervision for .75 hours/day and Kindergarten for 2 hours/day at Greenvale Park, effective 09/04/2018-01/25/2019.
 7. Kristin Freeman, KidVentures Site Assistant for 35.5 hours/wk at Sibley, change to KidVentures Site Assistant for up to 17 hours/wk at Bridgewater, effective 09/04/2018.
 8. Aimee Gerdesmeier, KidVentures Site Leader for 40 hours/wk at Sibley, change to KidVentures Site Leader for 30 hours/wk at Sibley, effective 09/04/2018.
 9. Mackenzie Glassing, KidVentures Student Site Assistant for 20 hours/wk at Sibley, change to KidVentures Student Site Assistant for up to 17 hours/wk at Greenvale Park, effective 09/04/2018.
 10. Anne Jarvis, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5 hours/wk Mon.-Thurs., at the Middle School, effective 09/04/2018-06/07/2019. Yr. 4-\$27.73/hr.
 11. Melissa Kaderlik, Special Ed EA-PCA for 6.75 hours/day at Sibley, add EA Supervisory for .16 hours/day for a total of 6.91 hours/day at Sibley, effective 09/05/2018-06/07/2019.
 12. Melissa Kaderlik, Special Ed EA-PCA at Sibley, add Special Ed EA-PCA for a student in WEB as needed for additional non-academic or extra-curricular activities with the District, effective 08/30/2018-06/07/2019.
 13. Briana Kane, KidVentures Site Assistant for 34 hours/wk at Sibley, change to KidVentures Site Assistant for 22.5 hours/wk at Sibley, effective 09/04/2018.
 14. Anna Kelly, Media Center EA at Greenvale Park, add Community School Evening Club Leader for 8.75 hours/wk at Greenvale Park, effective 09/04/2018-06/07/2019. \$21.01/hr.

15. Anna Kelly, Media Center EA at Greenvale Park, add Targeted Services Club Leader for up to 4 hours/wk Mon.-Thurs. at Greenvale Park, effective 09/04/2018-06/07/2019; \$21.01/hr.
16. Cindy Keogh, KidVentures Site Assistant for 40 hours/wk at Sibley, change to KidVentures Site Assistant for 23.5 hours/wk at Sibley, effective 09/04/2018.
17. Lisa Laine, Special Ed EA-PCA for 4.25 hours/day, Gen Ed Kindergarten for 2 hours/day and Supervisory for .50 hours/day at Greenvale Park, add .25 Supervision for a total of .75 Supervision, effective 09/04/2018.
18. Quinn Line, KidVentures Site Assistant for 33 hours/wk at Sibley, change to KidVentures Site Assistant for 26 hours/wk at Bridgewater, effective 09/04/2018.
19. Jennifer Link, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5 hours/wk Mon.-Thurs. at the Middle School, effective 09/04/2018-06/07/2019. Yr. 2-\$27.11/hr.
20. Cheryl Mathison, Teacher at the ALC, add Independent Study Teacher for two sessions at the ALC, effective 09/04/2018-06/07/2019.
21. Makenzie Matthews, Special Ed EA-PCA at Longfellow, add Special Ed EA-PCA for a student in WEB as needed for additional non-academic or extra-curricular activities with the District, effective 08/30/2018-06/07/2019.
22. Robert Matthies, Custodian for 3 hours/day at the High School, change to Custodian for 5 hours/day at the High School, effective 09/04/2018.
23. Peter McGorry, EA Instructional for 4.09 hours/day at Sibley, add Instructional EA for 1.91 hours/day for a total of 6 hours/day, effective 09/05/2018-06/7/2019.
24. Katrina Meehan, 1.0 FTE Science Teacher at the Middle School, add an overload for first semester (87 days) at the Middle School, effective 09/04/2018-01/24/2019.
25. Tonya Merritt, KidVentures Site Leader for 40 hours/wk at Sibley, change to KidVentures Site Leader for 30 hours/wk at Bridgewater, effective 09/04/2018.
26. Melvin Miller, Community Services Recreation Position, add Door Greeter-General Ed EA at the High School, effective 09/04/2018-12/19/2018; Gen Ed, Step 3-\$15.73/hr.
27. Peggy Mills, KidVentures Site Assistant for 21 hours/wk at Sibley, change to KidVentures Site Assistant for 23.5 hours/wk at Sibley, effective 09/04/2018.
28. Sofie Nelson, KidVentures Site Assistant for 20 hours/wk at Sibley, change to KidVentures Site Assistant for up to 17 hours/wk at Sibley, effective 09/04/2018.
29. Zack Rasmussen, KidVentures Site Assistant for 24 hours/wk at Sibley, change to KidVentures Site Assistant for 26 hours/wk at Bridgewater and Greenvale Park, effective 09/04/2018.
30. Oliver Reitan, German Teacher at the Middle School, add Grade 8 Football Coach at the Middle School, effective 08/30/2018. \$18.00/hr.
31. Mackenzie Schewe, KidVentures Student Site Assistant for up to 40 hours/wk at Sibley, change to KidVentures Student Site Assistant for up to 17 hours/wk at Sibley, effective 09/04/2018.
32. Gloria Sterud, Special Ed EA-PCA at the Middle School, add Special Ed EA-PCA for a student in WEB as needed for additional non-academic or extra-curricular activities with the District, effective 08/30/2018-06/07/2019.
33. Pam Taubman, KidVentures Site Assistant for 17.5 hours/wk at Sibley, change to KidVentures Site Assistant for 23.5 hours/wk at Greenvale Park, effective 09/04/2018.
34. Dylan Warner, KidVentures Site Leader for 40 hours/wk at Sibley, change to KidVentures Site Leader for 30 hours/wk at Greenvale Park, effective 09/04/2018.
35. Victoria Voegelé, Special Ed EA-PCA for 6.75 hours at Sibley, add Supervisory for .25 hours/day for a total of 7 hours/day at Sibley, effective 09/05/2018-06/07/2019.
36. Madison Warner, Child Nutrition Student Associate Sub at Longfellow, change to Child Nutrition Student Associate for approximately 1 hour/day at Longfellow, effective 08/29/2018. \$9.65/hr.
37. Kristin Basinger, Special Ed EA-PCA at the Middle School, add Bus EA for approximately 2 hours/day with the District, effective 09/04/2018-06/07/2019.
38. Kathleen Beck, Special Ed EA-PCA at Sibley, add Bus EA for approximately 1.25 hours/day with the District, effective 09/04/2018-06/07/2019.
39. Robert Benson, EA at Sibley, add PLUS Site Lead for up to 1.5 hours/day Mon.-Thurs. at Sibley, effective 09/24/2018-05/02/2019; Step 3-\$16.56/hr.

40. Russell Boyington, KidVentures at Bridgewater, add Lunch Supervision for 2 hours/day at Greenvale Park, effective 09/10/2018-06/07/2019. Gen Ed Step 4-\$16.19/hr.
41. Shari Bridley, Special Ed EA-PCA at Longfellow, add Bus EA for approximately 2 hours/day with the District, effective 09/04/2018-06/07/2019.
42. Natalie Czech, Teacher at Bridgewater, add PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/06/2018-03/21/2019; Yr. 2-\$27.11/hr.
43. Michael Garlitz, Accelerate Northfield Volunteer Coordinator with the District, add Community School Site Assistant for 14 hours/wk at Greenvale Park, effective 09/05/2018-06/07/2019.
44. Jackie Groth, Special Ed EA-PCA for 6.75 hours/day and Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.5 hours/day and Supervisory for .50 hours/day at Bridgewater, effective 09/04/2018.
45. Mara Hessian, Special Ed EA-PCA for 6.75 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.5 hours/day at Bridgewater, effective 09/04/2018.
46. Richelle Kruger, Special Ed EA-PCA at the High School, add Bus EA for approximately 2 hours/day with the District, effective 09/04/2018-06/07/2019.
47. Katie Malecha, Special Ed EA-PCA for 5 hours/day and Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 5.5 hours/day and Supervisory for .50 hours/day at Bridgewater, effective 09/04/2018.
48. Carolyn Manderfeld, Special Ed EA-PCA at the Middle School, add Community School Site Assistant for 6 hours/wk at Greenvale Park, effective 09/05/2018-06/07/2019. Step 2-\$13.22/hr.
49. Jacqueline Meyer, Special Ed EA-PCA at the High School, add Bus EA for approximately 1.25 hours/day with the District, effective 09/04/2018-06/07/2019.
50. Nancy Meyers, Child Nutrition Associate at Bridgewater, add Special Ed EA Bus for approximately 3 hours/day with the District, effective 08/27/2018-06/07/2019; Special Ed- Step 3-\$16.30/hr.
51. Ruth Morgan-Malecha Special Ed EA-PCA at the High School, add Bus EA for approximately 1.5 hours/day with the District, effective 09/04/2018-06/07/2019.
52. Deb Pack, Special Ed EA-PCA at the High School, add Bus EA for approximately 3 hours/day with the District, effective 09/04/2018-06/07/2019.
53. Melissa Reuvers, Special Ed EA-PCA for 6.75 hours/day and Supervisory for .75 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.5 hours/day and Supervisory for .75 hours/day at Bridgewater, effective 09/04/2018.
54. Pamela Rivera, Special Ed EA-PCA for 6.75 hours/day and Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 6.5 hours/day and Supervisory for .50 hours/day at Bridgewater, effective 09/04/2018.
55. Deborah Russell, Long Term Substitute at Bridgewater, add Community School Club Leader for 4 hours/wk at Greenvale Park, effective 09/06/2018-06/07/2019; \$21.01/hr.
56. Derrick Schroeder, Special Ed EA-PCA with the District, add Bus EA for up to 4 hours/day with the District, effective 09/04/2018-06/07/2019. Step 4-\$16.76/hr.
57. Mary Stanchina, Special Ed EA-PCA for 5.33 hours/day and Supervisory for .50 hours/day at Bridgewater, change to Special Ed EA-PCA for 5.5 hours/day and Supervisory for .50 hours/day at Bridgewater, effective 09/04/2018.
58. Ella Stromme Summer PLUS Site Assistant at Greenvale Park, change to PLUS Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, effective 09/24/2018-05/02/2019; Step 1-\$12.88/hr.
59. Christina Suhsen, Special Ed EA-PCA for 17.5 hours/wk at Longfellow, change to Special Ed EA-PCA for 18 hours/wk at Longfellow, effective 09/04/2018.
60. Christina Suhsen, Special Ed EA-PCA at Longfellow, add Bus EA for approximately .50 hours/day with the District, effective 09/04/2018-06/07/2019.
61. Karrie Van Zuilen, Special Ed EA-PCA for 10.5 hours/wk at Longfellow, change to Special Ed EA-PCA for 11 hours/wk at Longfellow, effective 09/04/2018.
62. Michele Warden, Special Ed EA-PCA for 1.3 hours/day and Gen Ed for 4.17 hours/day at Bridgewater, change to Special Ed EA-PCA for 1.83 hours/day and Gen Ed for 4.17 hours/day at Bridgewater, effective 09/04/2018.

c) Leave of Absence

d) Retirements/Resignations/Terminations

1. Cash Alladin, .6 FTE Business Ed Teacher at the High School, declined position effective 08/28/2018.
2. Jordan Bartholomew, Community Recreation Position with Community Services, declined position effective 09/04/2018.
3. Shiloh Goodwin, Community Recreation Position with Community Services, declined position effective 09/04/2018.
4. Jennifer Valek, Administrative Support Assistant at Bridgewater, resignation effective 09/20/2018.

TRA Part-Time Teacher Program

The Board is requested to authorize participation for the following teachers to participate in the TRA Part-Time Teacher Program, whereby the teachers who qualify can personally purchase TRA service credit at no cost to the Northfield School District.

Shelley Hansen

** 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 2018-2019 Goals.

On a motion by Iverson, seconded by Stratmoen, the Board approved Superintendent Hillmann's goals for the 2018-2019 school year as presented..

VIII. Items for Information

- A. Bond Referendum Update. Dr. Hillmann provided an update on preparations for the November 6, 2018 referendum. The referendum website pages should "go live" this week and we will be mailing a postcard to every voter in the District informing them of the upcoming bond referendum. Four informational sessions and tours have been set up at Greenvale Park Elementary: 7:00 p.m. - 8:30 p.m. on September 17, October 1, October 29, and 10:00 a.m. - 11:30 a.m. on October 13. We are focused on early learners, school security, and affordability.
- B. School Safety Grants Update. Director of Finance Val Mertesdorf provided an update on school safety grants. We submitted two priority projects for grant funding from the State of Minnesota. Included was a request for \$245,000 to secure the front entrance, electronically monitor thirteen outside doors, and a new communication system at the High School, and \$220,000 to secure the entrance at Greenvale Park Elementary. The process for awarding these funds is similar to a lottery and grant recipients should be notified by September 30, 2018.

IX. Future Meetings

- A. Monday, September 24, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, October 8, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- A. Monday, October 22, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

VIII. Adjournment

On a motion by Stratmoen, seconded by Iverson, the Board adjourned at 9:27 p.m.

Noel Stratmoen
School Board Clerk

COMMUNITY SERVICES

Fall 2018 Brochure Instructors

Jonathan Abbott		Steve Hatle
Victor Albrecht		Heartwork Yoga Studio
American Red Cross		Jesse James Lanes
The Artist Edge		Naomi Jirele
Doug Bengtson		Marty Johnson
Carly & John Born		Christopher Kauffield
John Campion		Robert Knutson
C&C Apiaries, LLC		Mike Lynch
Joseph Coffey		Dan McHugh
College Inside Track		Mad Science of Minnesota
Community Services Staff		Michelle Michaud
Computer Explorers		Erik Myran
Cornerstone on the Vermillion		North Star Haidong Gumdo
Kevin Dahle		Northfield Arts Guild
Frank Daly		Nfld Raiders Clay Target Team
Wesley Dayus		Northfield Skating School Staff
Laura DeGroot		Linda O'Connor
Michael Detjen		Prairie Fire Children's Theatre
Doorway to College		Project ABLE Staff
Jacqui Dorsey		Renee Reinardy
Ashley Drobney		Ring the Bell Fitness
Sheriff Troy Dunn		Carol Schaub
Shahar Fearing		Susan Shirk

Four Winds Dog Training		Sandy Thibault
Tim Gilbom		Jutta Thompson
Dave Gilmore		Carey Tinkelenberg
Rachel Gordon Mercer		Nate Truman
GoSolar! Kidz		Vicki Tyler
Tracy Giza		Watch Me Draw
Gary Greenlund		Mark Welinski
Lori Hameister		Mark & Sarah Wurdeman
		Youth Enrichment League Staff