

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for September 14, 2020, Regular School Board Meeting

V. Items for Discussion and Reports

E. State of the District Overview

Attached is Superintendent Hillmann's overview of the programs and activities completed during the 2019-2020 school year, as well as the challenges the District faces in 2020-2021.

VI. Consent Agenda

B. Gifts Agreements

- \$2,364.50 from AlumaCraft for the Community Services Northfield fishing team
- \$1,000.00 from Multek Flexible Circuits, Inc. for the Sheldahl Flexible Technologies Scholarship
- \$1,000.00 from CFS Foundation for the backpack food program

D. Personnel Items

a) Appointments

40. Adison Dack, Fall, Winter & Spring Recreation Position with Community Services, beginning 9/14/2020-5/31/2021; \$10.25/hr.
41. Kevin Merkle, Football Coach for 2.5 hours/day at the Middle School, beginning 9/14/2020; Level H, Step 1
42. Angel Rivera, 1.0 FTE Full Time Substitute Teacher with the District, beginning 9/14/2020; \$27.66/hr.

b) Increase/Decrease/Change in Assignment

107. Allyson Bernstorff, Special Ed EA PCA at Sibley, change to Special Ed EA Health Aide for 4 hours/day and Gen Ed Supervisory for 3 hours/day at Sibley, effective 9/14/2020-6/10/2021;
108. Russel Boyington, KidVentures Site Assistant for 40 hours/week at Bridgewater, change to KidVentures Site Assistant for 23.5 hours/week at Bridgewater, effective 9/8/2020.
109. Haanah Braun, EarlyVentures Site Assistant for 40 hours/week at Longfellow, change to EarlyVentures Site Assistant for 37.5 hours/week at NCEC, effective 8/27/2020.
110. James Clinton, Office Specialist at the High School, change to MTSS Dashboard Development with the District, effective 8/31/2020 to approximately 9/30/2020.
111. Anita Corwin, EarlyVentures Site Assistant for 27 hours/week at Longfellow, change to EarlyVentures Site Assistant for 37.5 hours/week at NCEC, effective 8/27/2020.
112. Sean Dube, .6 FTE Academy English and .4 FTE English at the High School, for the 2020-2021 school year, effective 8/31/2020-6/10/2021.
113. Claire Edwards, KidVentures Site Assistant on call as needed with Community Service, change to KidVentures Site Assistant for 26 hours/week at Sibley, effective 9/9/2020.
114. Debbie Foley, EarlyVentures Assistant Teacher for 28.75 hours/week at Longfellow, change to EarlyVentures Assistant Teacher for 23.75 hours/week at the NCEC, and up to 5 hrs/week in Child Nutrition at NECE, effective 8/27/2020.
115. Kristin Freeman, KidVentures Site Assistant for 32 hours/week at Bridgewater, change to KidVentures Site Assistant for 28.5 hours/week at Bridgewater, effective 9/8/2020.
116. Sara Gerdesmeier, EarlyVentures Site Assistant on call as needed with Community Service, change to EarlyVentures Site Assistant for 37.5 hours/week at the NCEC, effective 8/27/2020.
117. Kelly Hebzynski, Math Teacher at the Middle School, add Student Council Advisor for 2.5 hours/week at the Middle School, effective 9/14/2020; Level I, Step 1
118. Cara Holland, Science Teacher at the Middle School, add Yearbook advisor for 2.5 hours/week at the Middle School, effective 9/14/2020; Level K, Step 1
119. Mckenzie Jonas, Kid Ventures for 40 hours/week at Summer Ventures, change to EarlyVentures Teacher for 40 hours/week at NCEC, effective 8/27/2020.

120. Marcy Korynta, 1.0 FTE School Psychologist at the Middle School, add an overload for MTSS in lieu of prep for 135 days, effective 9/14/2020-6/10/2021.
 121. Jamie Larson, EarlyVentures Teacher for 33 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at NCEC, effective 8/27/2020.
 122. Mary Magnuson, Special Ed Teacher at the High School, add an overload for the first semester in lieu of prep time, effective 8/31/2020-1/28/2021 - 84 student contact days.
 123. Peggy Mills, KidVentures Site Assistant for 15.75 hours/week at Bridgewater, change to KidVentures Site Assistant for 23.5 hours/week at Sibley, effective 9/8/2020.
 124. Shawna Molloy, Special Ed Teacher at the High School, add an overload for the first semester, effective 8/31/2020-1/28/2021.
 125. Belen Ocampo, EarlyVentures Teacher for 40 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at NCEC, effective 8/27/2020.
 126. Angie Schewe, EarlyVentures Teacher for 38.25 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at NCEC, effective 8/27/2020.
 127. Katie Schuman, EarlyVentures Teacher for 35 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at NCEC, effective 8/27/2020.
 128. Krista Sorenson, Media EA for 27.5 hours/week at Sibley, change to Media EA for 12 hours/week at Sibley, effective 9/7/2020-6/10/2021.
 129. Michelle Steele, 1.0 FTE PE Teacher at the Middle School, add an overload in lieu of prep for 15 days, effective 9/14/2020-10/2/2020.
 130. Laura Ann Talbot Peterson, Math Teacher at the Middle School, add Student Council Advisor for 2.5 hours/week at the Middle School, effective 9/14/2020; Level I, Step 1
 131. Lori Taylor, Spanish Teacher at the High School, add an overload for the 2020-2021 school year effective 8/31/2020-6/10/2021.
 132. Sarah Woodcock, EarlyVentures Teacher for 30 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at NCEC, effective 8/27/2020.
- c) Leave of Absence
16. Sarah Bardenwerper, Building Nurse at St. Dominic's, Leave of Absence for the 2020-2021 school year effective 8/9/2020.
 17. Allyson Bernstorff, EA at Sibley, Leave of Absence due to accepting a different position at Sibley, effective 9/14/2020-6/10/2021.
- d) Retirements/Resignation/Terminations
4. Dylan Golla, Teacher at the High School, resignation effective 8/11/2020.

VI. Superintendent's Report

A. Items for Individual Action

2. Superintendent's 2020-2021 Goals. Attached are the updated Superintendent's Goals for 2020-21.

State of the District
Celebrations and Challenges
2020



Our vision is to prepare every learner for lifelong success in a world-class learning environment with a commitment to community partnerships and sustainability.

<p align="center">PEOPLE</p> <p>Celebrations</p> <ul style="list-style-type: none"> Eighty-seven percent (87%) of parent respondents (n=1,075) rated the District’s communication as either “excellent” or “good” in the June 2020 emergency distance learning survey. The annual parent survey saw the average rating across all 17 indicators rise from 4.09 to 4.18 on a five-point scale from 2019 to 2020. The average for “My family is treated with respect at this school” increased from 4.38 to 4.49 on a five-point scale from 2019 to 2020. <p>Challenges</p> <ul style="list-style-type: none"> COVID-19 is going to present ongoing hurdles throughout the year. Different learning models will disrupt all stakeholders. The impact of illnesses will present new challenges we haven’t faced before. The District believes that a world-class learning environment is anti-racist. Given the sense of urgency presented by the pandemic, we will be intentional to keep the District’s work in this area moving forward. 	<p align="center">LEARNER OUTCOMES</p> <p>Celebrations</p> <ul style="list-style-type: none"> Eighty-six percent (86%) of parent respondents (n=1,089) rated the quality of activities as either “excellent,” “good,” or “average” in the June 2020 emergency distance learning survey. Elementary schools completed their second year of implementation of the Center for Collaborative Classroom literacy curriculum. 85% of teacher respondents indicated they were prepared to “help students achieve grade-level standards in literacy.” <p>Challenges</p> <ul style="list-style-type: none"> The planning for multiple learning models will present challenges for learner outcomes. The ability of the system to shift between multiple learning models will be new for everyone. While we have confidence this can be done well, our lack of experience shifting learning models creates uncertainty within the system. We aim to serve every learner. Our approaches to closing the unacceptable opportunity gap requires adaptations in each learning model. The unique instructional needs in each learning scenario will present new problems to solve for the District.
<p align="center">STEWARDSHIP</p> <p>Celebrations</p> <ul style="list-style-type: none"> The new Greenvale Park Elementary school was completed, as were the additions and renovations at Bridgewater and Sibley. Projections indicate the cost of the 2018 bond referendum projects will be less than the total approved by the voters. The District shifted from inefficient copiers/printers to efficient multi-function devices that scan, print, and copy. This change saved the District an estimated \$19,000 per year. <p>Challenges</p> <ul style="list-style-type: none"> The unknown effect of the COVID-19 global health pandemic will stress the school district’s financial predictability. CARES Act and Coronavirus relief funds are helpful, but are a stop-gap measure. By way of example, the District used \$291,000 of CARES Act funding to offset costs for free child care programs for essential workers offered from March-June 2020. The State of Minnesota’s financial forecast flipped from a projected \$1.5 billion surplus to a \$4.7 billion projected budget deficit. This will impact the Legislature’s ability to provide inflationary increases to the per-pupil basic formula, further stressing school budgets. This uncertainty will prompt a District budget adjustment process during 2020-21. 	<p align="center">PARTNERSHIPS</p> <p>Celebrations</p> <ul style="list-style-type: none"> Our partnerships with Growing Up Healthy and the Northfield Healthy Community Initiative were instrumental in supporting families during the shift to emergency distance learning. They helped coordinate internet service installation for 65 families in need. The District had ample representation on the Northfield Promise Equity Team. This team is inspiring more community-wide partnerships to address issues of racial equity within our community. <p>Challenges</p> <ul style="list-style-type: none"> The District is scheduled to complete the Minnesota Department of Education’s recertification process to be a charter school authorizer. While our partnerships with Arcadia and Prairie Creek are strong, the authorizer recertification process is time-intensive and diverts resources from other initiatives. We will also work to renew Prairie Creek’s contract. Our partnership with the Minnesota Department of Health and Rice County Public Health has been fantastic during the COVID-19 global health pandemic. The challenge of implementing the decision-tree governing when students should remain home will be an ongoing adjustment for families and staff.

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 10th day of September, 2020, by and between AlumaCraft, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

TERMS

Check # 391062, \$ 2,364.50 donation to the Community Services Northfield Fishing Team.

AlumaCraft
Donor

By: Received in the District office

Approved by resolution of the School Board on the _____ day of _____, _____.

INDEPENDENT SCHOOL DISTRICT No. 659

By: _____

Clerk

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 11th day of September, 2020, by and between Multek Flexible Circuits, Inc., hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

TERMS

\$1,000.00 for the Sheldahl Flexible Technologies Scholarship, check #461822.

Multek Flexible Circuits, Inc.
Donor

By: Received in District Office

Approved by resolution of the School Board on the _____ day of _____, _____.

INDEPENDENT SCHOOL DISTRICT No. 659

By: _____

Clerk

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 8th day of September, 2020, by and between CFS Foundation, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

TERMS

\$1,000.00 donation for the Backpack Food Program, check # 1453.

CFS Foundation
Donor

By: Received in Longfellow office

Approved by resolution of the School Board on the _____ day of _____, _____.

INDEPENDENT SCHOOL DISTRICT No. 659

By: _____

Clerk

RESOLUTION ACCEPTING DONATIONS

The following resolution was moved by _____ and seconded by _____:

WHEREAS, Minnesota Statutes 123B.02, Sub. 6 provides: “ The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Northfield Public Schools, ISD 659, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Land O'Lakes Foundation	\$1,000.00	Backpack food program
Dakota Electric Association	\$1,000.00	COVID-19 related needs
Sibley PTO	\$2,300.00	Classroom teacher's supply needs (\$100/teacher)
AlumaCraft	\$2,364.50	Community Services Northfield fishing team
Multek Flexible Circuits, Inc.	\$1,000.00	Sheldahl Flexible Technologies Scholarship
CFS Foundation	\$1,000.00	Backpack food program

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: Julie Pritchard, Chair

By: Noel Stratmoen, Clerk

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

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

DATE: August 24, 2020 (Updated September 14, 2020)

RE: Superintendent's Goals 2020-21

As part of the updated Superintendent's Evaluation process, please consider the following proposed goals for the 2020-21 school year. Please note that these goals are written more broadly than normal due to the uncertainty created by the COVID-19 global health pandemic.

1. The Superintendent will effectively lead the District through its response to the COVID-19 pandemic. It will include ongoing communication and relationship building with staff, families, and the community. It will include data collection to gather areas of success and challenges. The superintendent will ensure the use of continuous improvement strategies to celebrate the successes and improve areas of concern.
2. The Superintendent will create an inclusive process to develop an internal funding priority plan for the 2021-2022 school year. The plan will balance the short-term needs of the district with its long-term financial viability.
3. The Superintendent will build on the District's equity work from 2019-20 (implicit bias training for staff and community, cultural competency training for licensed teachers, and engagement with community and statewide racial equity initiatives.) The Superintendent will develop an anti-racism framework for the school district. This framework will address intentional connections with families of color, symbolism, systemic behavior, and individual behavior as it relates to anti-racism.

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 2020-21, the superintendent will focus on the successful completion of the construction and renovation projects associated with the 2018 bond referendum.