

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

September 24, 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: Goerwitz, Hardy, Stratmoen, Quinnell, Colangelo, Iverson, and Pritchard.
- II. Agenda Changes / Table File
Table File items were added.
- III. Public Comment
No public comment.
- IV. Announcements and Recognitions
 - Thank you to Jim Kulseth, Tracy Closson and the whole team who were here on Friday, and over the weekend, cleaning up the damage to the District's grounds caused by the storm that passed through Thursday evening. Additionally, a huge shout-out to our Northfield Public School students who helped out where they were needed in the community.
- V. Items for Discussion and Reports
 - A. High School Facility Update
Jim Kulseth, Director of Buildings & Grounds, provided an update on 2018 High School facility projects.
 - B. Review and Comment
As required by Minnesota Statute 123B.71, Superintendent Hillmann presented the Minnesota Department of Education's positive Review and Comment letter regarding construction projects associated with the November 6, 2018 bond referendum. Based upon the Minnesota Department of Education's analysis of the school district's required documentation and other pertinent information from sources of the Minnesota Department of Education, the Commissioner of Education provided a positive review and comment.
- VI. Committee Reports
No committee reports.
- VII. Consent Agenda
On a motion by Quinnell, seconded by Goerwitz, the Board approved the following Consent Agenda items:
 - A. Minutes. Minutes of the September 10, 2018 Regular School Board meeting.
 - B. Gift Agreement.
 - \$6,000 for classroom and specialist funding at Sibley Elementary.
 - C. Personnel Items
 - a) Appointments
 - 1) Molly Egleston, 1.0 FTE EarlyVentures Teacher at Longfellow, beginning 09/26/2018; Step 1-\$15.69/hr.
 - 2) Claudia Gonzalez-George, EL Educational Assistant for 6.75 hours/day at the Middle School, beginning 09/20/2018-06/07/2019; Gen Ed Step 3-\$15.73/hr.
 - 3) Amy Gunderson, Community School Evening Site Assistant for 3 hours/day for 2 days/wk at Greenvale Park, beginning 09/18/2018-06/07/2019; Step 1-\$12.88/hr.

- 4) Erica Hubers, Special Ed EA-PCA for 3.5 hours/day Mon. Tues. Thurs. Fri. and 4 hours/day on Wednesday at Longfellow, beginning 09/21/2018-06/07/2019; Step 4-\$16.76/hr.
 - 5) Gabby Lien, Targeted Services Student Site Assistant for 1.5 hours/day at Bridgewater, beginning 11/06/2018-03/21/2019; \$9.65/hr.
 - 6) *Jamie Pickerign, 1.0 FTE Administrative Support Assistant (Class IV) at Bridgewater, beginning 10/08/2018; Class IV, Step 5-\$20.97/hr.
 - 7) Andrea Salas, Community School Site Leader for 3-4 hours/day for 2-4 days/wk at Greenvale Park, beginning 09/20/2018-06/07/2019; Step 1-\$15.90/hr.
 - 8) Nathan Schmidtke, KidVentures Student Site Assistant for up to 17 hours/wk at Bridgewater, beginning 09/19/2018. \$9.65/hr.
 - 9) Emy Torres, Supervisory EA Cafeteria Supervisor for 2 hours/day at Bridgewater, beginning 09/20/2018-06/07/2019; Gen Ed Step 1-\$15.03/hr.
 - 10) Fall/Winter Spring Recreation Positions #2822, Effective September 19, 2018 – May 31 2019
Grace Neuger, Open Gym Supervisor, \$15.25/hour / General Recreation, \$9.65/hour / Class Lead, \$10.50/hour.
 - 11) Fall/Winter Spring Recreation Positions #2822, Effective September 13, 2018 – May 31 2019
Zak Branham, Flag Football Supervisor \$10.75/hour.
Randy Zick, Flag Football Coach, \$10.50/hour.
 - 12) Fall/Winter Spring Recreation Positions #2822, Effective September 15, 2018 – May 31 2019
Grace Acheson, Track & Field, 9.65/hour.
- b) Increase/Decrease/Change in Assignment
1. CORRECTION: Michael Garlitz, Accelerate Northfield Volunteer Coordinator with the District, add Community School Site Assistant for 6 hours/wk at Greenvale Park, effective 09/05/2018-06/07/2019.
 2. Leticia Arredondo, Due Process Clerical at Bridgewater, add Spanish Skills Stipend under the Office Employee agreement, effective 09/18/2018; \$0.50/hr. Stipend
 3. Kathy Beck, Spec Ed EA-PCA for 6.75 hours/day at Sibley, add Supervisory EA for .16 hours/day for a total of 6.91 hours/day at Sibley, effective 09/11/2018-06/07/2019.
 4. Russel Boyington, KidVentures Site Assistant at Bridgewater, add Community School Site Assistant for 3 hours/day for 2 days/wk at Greenvale Park, effective 09/14/2018-06/07/2019. Step 4-\$14.13/hr.
 5. Cindy Boyum, Assistant Girls Swim Coach for 20% Stipend at the High School, change to Assistant Girls Swim Coach for 80% Stipend at the High School, effective 08/13/2018.
 6. Kristin Freeman, KidVentures Site Assistant for up to 17 hours/wk at Bridgewater, change to KidVentures Site Assistant for 20 hours/wk at Bridgewater, effective 09/24/2018.
 7. Amy Gunderson, Community School Site Assistant at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, effective 09/24/2018-05/02/2019; Yr. 1-\$27.11/hr.
 8. Robbin Hedberg, Special Ed EA-PCA at the Middle School, add Targeted Services PLUS Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/06/2018-05/02/2019; Step 2-\$13.22/hr.
 9. Robbin Hedberg, Special Ed EA-PCA at the Middle School, add Community School Site Assistant for 3 hours/wk for 1 day/wk before and after PLUS Site Assistant position, effective 09/14/2018-06/07/2019; Step 2-\$13.22/hr.
 10. Lisa Laine, Special Ed EA-PCA for 4.25 hours/day and Supervision for .75 hours/day at Greenvale Park, change to Special Ed EA-PCA for 4.25 hours/day and Supervision for .83 hours/day at Greenvale Park, effective 09/14/2018-06/07/2019.
 11. Darren Lofquist, Assistant Girls Swim Coach for 80% Stipend at the High School, change to Assistant Girls Swim Coach for 20% Stipend at the High School, effective 08/13/2018.
 12. LaDonna Miller, Special Ed EA-PCA at Greenvale Park, add Special Ed Bus EA for up to 1.5 hours/day with the District, effective 09/13/2018-06/07/2019.
 13. Michael Russell, Site Assist at Greenvale Park, add Community School Site Assistant for 6 hours/wk at Greenvale Park, effective 09/10/2018-06/07/2019; Step 2-\$13.22/hr.

14. Josh Spitzack, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, effective 09/24/2018-05/02/2019; Yr. 5-\$27.73/hr.
 15. Erik Swenson, Teacher at Bridgewater, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 09/24/2018-05/02/2019; Yr. 5-\$27.73/hr.
 16. Ellen Trotman, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 09/24/2018-05/02/2019; Yr. 4-\$27.73/hr.
 17. Arlene Tuma, EA with Community Services, add Targeted Services PLUS Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, effective 09/24/2018-05/02/2019; Step 4-\$14.13/hr.
 18. Alberta Weir-Aldahl, Short Call Substitute with the District, change to Grade 1 Substitute Teacher at Greenvale Park, effective 10/08/2018-10/24/2018; MA+60, Step 6.
- c) Leave of Absence
1. Maren Matson, Teacher at Sibley, Family/Medical Leave for Childcare, effective on or about 02/21/2019-through the end of the 2018-19 school year.
- d) Retirements/Resignations/Terminations
1. Rachael Hudson, Play Director at the Middle School, resignation effective 09/11/2018.
 2. Sara Tetreault, Site Leader at the Middle School Youth Center, resignation effective 09/17/2018.

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

VIII. Superintendent's Report

A. Items for Individual Action

1. Proposed 2018 Payable 2019 Property Tax Levy.
On a motion by Iverson, seconded by Colangelo, the Board certified to County Auditors the 2018 Payable 2019 Preliminary Levy Limitation and Certification at the maximum authority of \$19,775,300.86.
2. Resolution Providing For The Sale Of General Obligation School Building Refunding Bonds, Series 2018A; And Covenanting And Obligating The District To Be Bound By And To Use The Provisions Of Minnesota Statutes, Section 126C.55 To Guarantee The Payment Of The Principal And Interest On These Bonds. Member Colangelo introduced the Resolution and moved its adoption.

BE IT RESOLVED by the School Board of Independent School District No. 659 (Northfield Public Schools), Minnesota, as follows:

1. Bond Authorization. The School Board has determined that it is necessary and expedient to issue \$7,715,000 General Obligation School Building Refunding Bonds, Series 2018A.
2. Sale. The District has retained Ehlers & Associates, Inc. (Ehlers) in Roseville, Minnesota, as its independent municipal advisor for the Bonds. Ehlers is authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9). If the issuance of the Bonds is approved, the School Board shall meet at the time and place specified in the Official Statement to receive and consider proposals for the purchase of the Bonds.
3. Official Statement; Negotiation of Sale. Ehlers is authorized to prepare and distribute an Official Statement and to open, read and tabulate the proposals for presentation to the Board.
4. Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the

payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

The motion for adoption of the foregoing resolution was duly seconded by Hardy, and upon vote being taken thereon, the following voted in favor thereof: Goerwitz, Hardy, Stratmoen, Quinnell, Colangelo, Iverson, Pritchard,

and the following voted against the same: none,

whereupon the resolution was declared duly passed and adopted.

IX. Items for Information

- A. Bond Referendum Update. Dr. Hillmann provided an update on preparations for the November 6, 2018 bond referendum. The first tour and public meeting was held September 17 at Greenvale Park. Three additional presentations and tours are scheduled. Bond referendum presentations are scheduled with PTO groups, Rotary, and Northfield Chamber of Commerce. Additionally radio ads have begun, postcards were mailed to all households in the District, the referendum website is operational, and the bond referendum guide is being prepared. The District intends to send a letter to all voters, and one final postcard will be mailed in late October. Weekly emails are sent from building principals or the District Office, and we have a conceptual drawing of the proposed elementary school.
- B. Draft Lease with Farmington Gymnastics Club. Val Mertesdorf, Director of Finance, proposed a new lease with the Farmington Gymnastics Club for the 2018-19 High School Gymnastics season. The Board will be asked to approve the lease at the October 8 Board meeting.

X. Future Meetings

- A. Monday, October 8, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, October 22, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Tuesday, November 13, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Iverson, the Board adjourned at 8:32 p.m.

Noel Stratmoen
School Board Clerk