

INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
Monday, October 8, 2018 7:00 PM  
Northfield High School, Media Center

**AGENDA**

I. Call to Order

II. Agenda Changes / 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. Technology Services Update
- B. Reading Curriculum Implementation Update

VI. Consent Agenda

- A. Approval of Minutes
- B. Gift Agreements
- C. Personnel Items

VII. Superintendent's Report

- A. Items for Individual Action
  - 1. Lease Agreement with Farmington Gymnastics Club

VIII. Items for Information

- A. Enrollment Reports
- B. Bond Referendum Update
- C. School Safety Grants Update

IX. Future Meetings

- A. Monday, October 22, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Tuesday, November 13, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, November 26, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

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- IV. Announcements and Recognitions
- V. Items for Discussion and Reports
  - A. Technology Services Update  
Kim Briske, Director of Technology Services, will present an update on the District's technology systems and its integration with student learning.
  - B. Reading Curriculum Implementation Update  
Director of Teaching and Learning Mary Grace Hanson will provide an update on the District's implementation of the reading curriculum from the Center for Collaborative Classroom.
- VI. Consent Agenda
  - A. Minutes  
The Board is asked to approve the Minutes of the September 24, 2018 Regular School Board meeting.
  - B. Gift Agreements  
The Board is asked to approve the following gift agreements.
    - \$9,450 from Greenvale Park PTO dedicated to staff for additional classroom resources as needed.
    - \$1,218.75 from St. John's Lutheran Church for Greenvale Park sank drive.
    - \$6,000 from Dakota County Technical College Foundation-Dakota Electric Association Unclaimed Credits for career and technical education.
  - C. Personnel Items
    - a) Appointments
      - 1) Janelle Perez Vazquez, Targeted Services PLUS Student Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Greenvale Park, beginning 09/26/2018-05/2/2019; \$9.65/hr.

- 2) Fall/Winter Spring Recreation Positions #2822, Effective October 1, 2018 – May 31, 2019  
 Ava OHara Brantner, Swim Aide \$9.90/hour, Lifeguard \$10.25/hour, Class Lead \$10.50/hour  
 Jan Otteson, WSI \$11.90/hour, Lifeguard \$10.90/hour  
 Melissa Spitzack, Building Supervisor, \$15.90/hour  
 Devin Walker, Flag Football \$10.00/hour
- b) Increase/Decrease/Change in Assignment
  1. Sonya Ehmer, Site Lead at Sibley, add Targeted Services PLUS Site Leader for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/6/2018-03/21/2019; Step 4-\$17.48/hr.
  2. Richelle Kruger, Special Ed EA-PCA at the High School, add Spec Ed EA-PCA district wide for extracurricular and non-academic events determined by IEP and student participation, effective 09/28/2018-06/07/2019.
  3. Diane Torbenson, RTI Coach at Greenvale Park, add Targeted Services PLUS Teacher for 1.5 hours/day for up to 4 days/wk at Greenvale Park, effective 9/26/2018-05/02/2019; Yr. 6-\$27.73/hr.
  4. Arlene Tuma, ECFE EA/Sibling Care for 11 hours/wk at the NCRC, change to ECFE EA/Sibling Care for 18 hours/wk at the NCRC, effective 09/17/2018.
  5. Arlene Tuma, KidVentures Site Assistant for 6 hours/wk at Greenvale Park and Sibley, change to 0 hours/wk at Greenvale Park and Sibley, effective 09/4/2018.
  6. Elizabeth Valentine, Teacher at Sibley, add Targeted Services PLUS Teacher for 1.5 hours/day for up to 4 days/wk at Sibley, effective 11/06/2018-05/02/2019; Yr. 13-\$28.82/hr.
- c) Leave of Absence
  1. Anna Kelly EA at Greenvale Park, unpaid Leave of Absence effective 01/02/2019-04/26/2019.
- d) Retirements/Resignations/Terminations
  1. Jordan Bartholomew, declined position to volunteer with Community Services, effective 9/3/2018.
  2. Shiloh Goodwin, declined position to volunteer with Community Services, effective 9/3/2018.
  3. Vernon Green, declined position to volunteer with Community Services, effective 9/19/2018.
  4. Ethan Johnson, declined position to volunteer with Community Services, effective 9/24/2018.
  5. Fletcher Metz, declined position to volunteer with Community Services, effective 9/19/2018.
  6. Eric Stadelman, declined position to volunteer with Community Services, effective 9/19/2018.
  7. Colin Stark-Bandy, declined position to volunteer with Community Services, effective 9/24/2018.

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

## VII. Superintendent's Report

### A. Items for Individual Action

#### 1. Lease Agreement with Farmington Gymnastics Club.

The Board is asked to approve the lease agreement between Northfield Public Schools and Farmington Gymnastics Club for gymnastics activities. The time period is November 1, 2018 through February 28, 2019, in the amount of \$10,000 to be billed in equal installments due the first of the month beginning in November 2018 and ending in February 2019.

**Superintendent's Recommendation:** Motion to approve the lease agreement with Farmington Gymnastics Club as presented.

## VIII. Items for Information

- A. Enrollment Reports. The Enrollment Reports for September and October 2018 are included in the packet.
- B. Bond Referendum Update. Dr. Hillmann will provide an update on preparations for the November 6, 2018 bond referendum.
- C. School Safety Grants Update. Dr. Hillmann will provide an update on the school safety grants application. Northfield Public Schools was not selected at random to receive any of the \$25 million in funding from this state program.

IX. Future Meetings

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# Technology Services Update

October 8, 2018

# Technology Mission

*Northfield Public Schools technology staff aspire to function as a skilled, cohesive, and reliable team who are responsive to stakeholders and provide technology services in a professional manner.*

**The mission of Northfield Public Schools is to deliver educational excellence that empowers all learners to engage in our dynamic world.**

# Technology Staff

Nate Knutson - Network Manager

Duane Johnson - Network Assistant, Tech support to LF and NCRC

Chris Neset - Student Information Systems Specialist

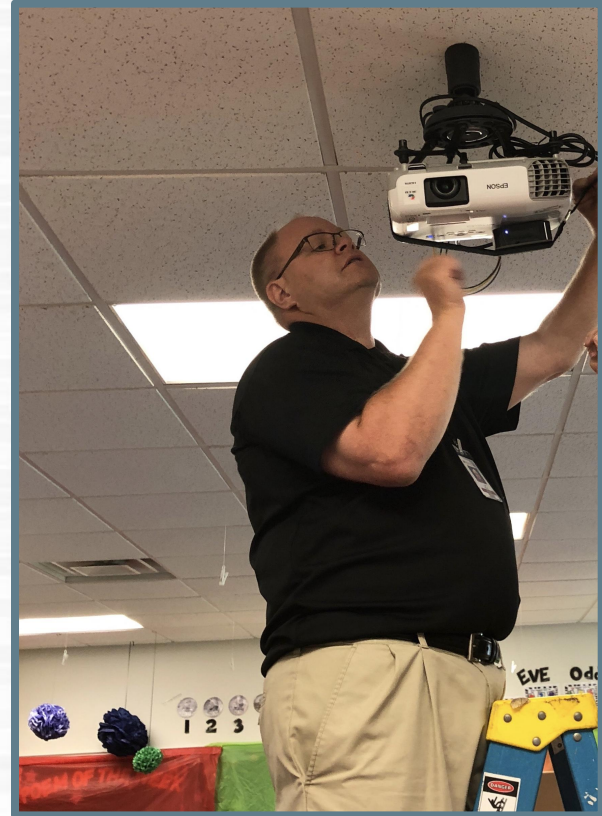
Sandy Fjelde - Technology Specialist at GVP and SB

Jon Moen - Technology Specialist at NMS and BW

Michael Merry - Technology Specialist at NHS

# Summer Projects

- Internet service change
- New firewall
- New content filter
- New projector installations
- NMS classroom wiring
- Classroom Apple TV installations
- Update to print tracking
- AV improvements





# Collaboration

- Curriculum
  - SEL--Continuing support
  - Literacy--CCC Rollout and support
  - Increased use of digital tools
- Flexible Spaces
  - NMS
  - Presentation spaces
- Process Improvement
  - PLC SMART Goal and Evidence of Practice Process
  - College and Career Readiness



# Northfield ENACT

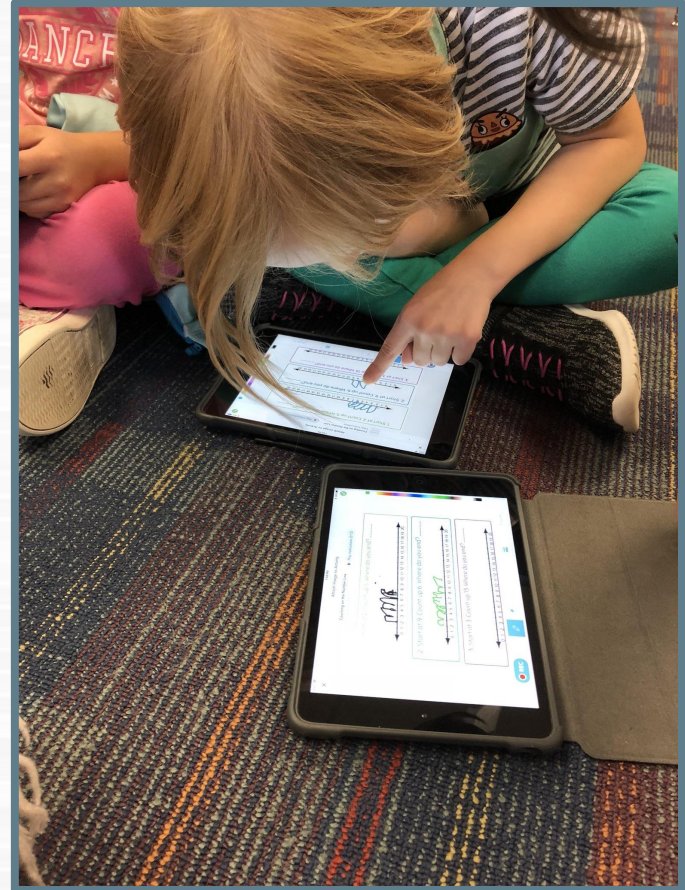
- Combination of DCSDC and Technology Steering
- Focus is to bring Technology, Teaching, and Learning together
- Innovative classroom grants
  - 7th grade science bird feeding stations
  - ALC technical reading project





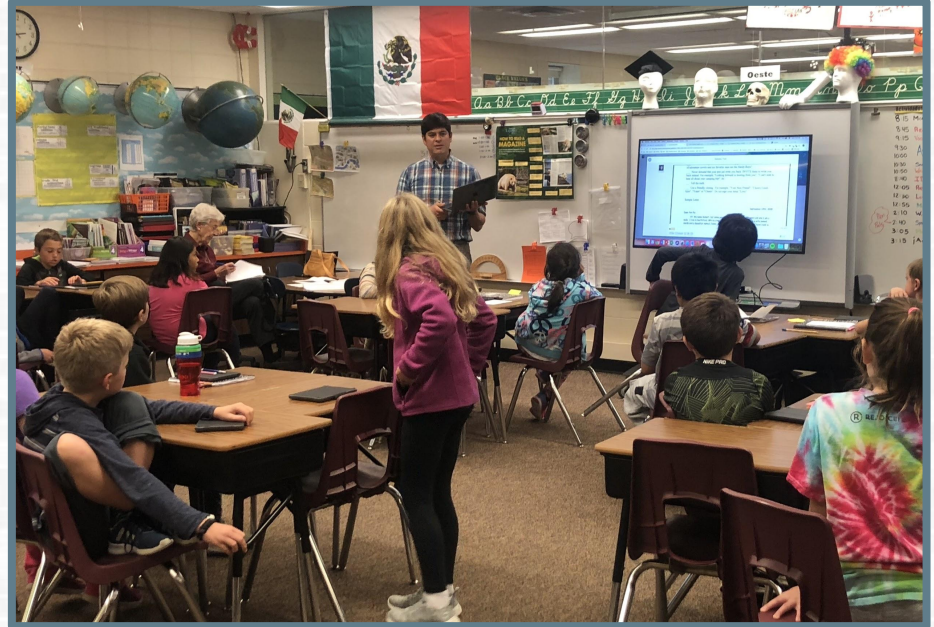
# Classroom Practices

- Schoology for Grades 4-12
  - New interactive features
  - Collaboration for accessibility features
- Seesaw for Schools EC-3
  - Increased parent engagement
  - Simple interactions
- Apple TV
  - Greater flexibility
  - Student-centered teaching



# Classroom Practices

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# Professional Development

- Summer Learning Series
  - Sessions based on staff feedback
  - 2 Days in June and August
- Ongoing Trainings in each Building
  - 2 Before/After School Trainings in each building each month
- Office Staff Training
  - Sourcewell onsite training
- TIES Conference



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# Service Stats

- Team effort on technology team to monitor and share
- Collaboration with Buildings and Grounds for installations
- Continued work with vendors and software developers to troubleshoot and request features
- Over 600 tickets completed this year





# Student Device Update

Current iPad Leases	Device Type	Payment Schedule	Remaining Payment
Phase 1	910 iPad Mini 2s	4th Payment FY19	
Phase 2	2,650 iPad Air 1s	3rd Payment FY19 (½ Booked early)	\$136,200
Phase 3	480 iPad Mini 2s	3rd Payment FY19	\$35,000

# Student Device Update

	FY16	FY17	FY18	<b>FY19</b>	FY20
iPad 2s	\$329,800				
Phase 1	\$70,200	\$70,200	\$70,200	<b>\$70,200</b>	
Phase 2	\$136,200	\$272,300	\$272,300	<b>\$272,300</b>	\$136,200
Phase 3		\$35,100	\$35,100	<b>\$35,100</b>	\$35,100

# Student Device Update

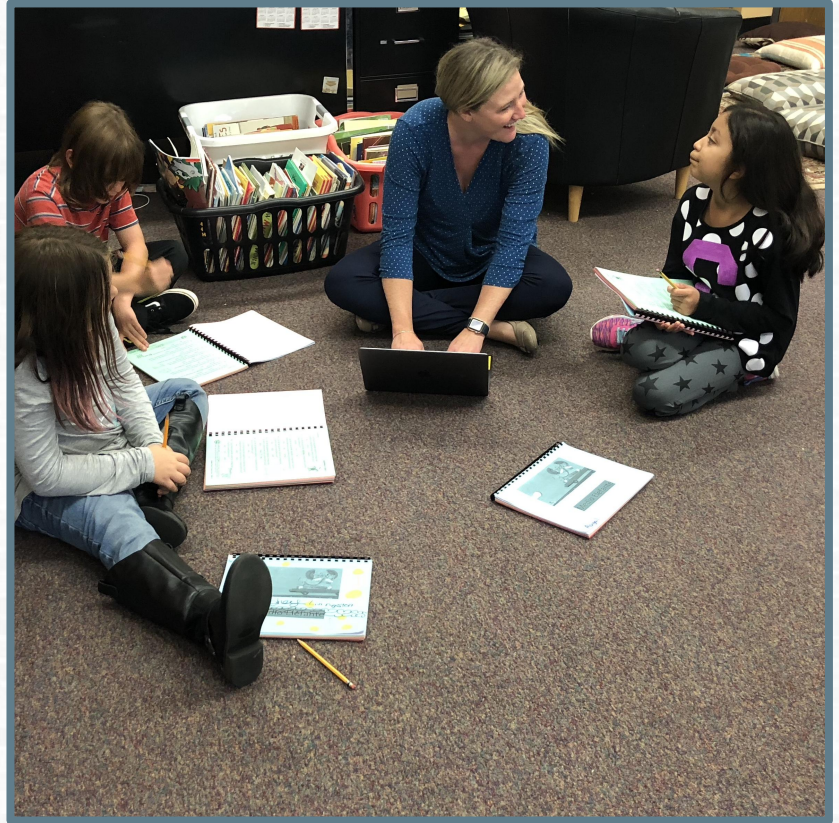
- Beginning to gather feedback for next steps
- Process will include:
  - Teacher and student feedback
  - Product demonstrations
  - Evaluation of devices/ experiences here and other districts
  - Focus group of multiple stakeholders





# MacBook Update

- Currently in 2nd year of lease
- Substantial improvement in usage, skill, and satisfaction
- Currently surveying licensed staff for feedback
- Will report back with survey results at a later date





# What's Next?

- FY20 Capital Projects
  - Currently gathering input
  - A/V Solutions
  - Flexible spaces
  - Computer lab updates
- Focus on Teaching and Learning
  - Full integration of current tools
  - Continued network improvements
  - Exploration of new classroom equipment for learning



# Questions?

Elementary Literacy Update  
Report to the School Board  
Monday, October 8, 2018

Thank you for the opportunity to provide this update on the adoption of the new literacy curriculum for the elementary students.

The adoption of Collaborative Classroom (CCC) as the literacy curriculum for the elementary students is directly aligned with our district's vision statement: "We will prepare every student for lifelong success in a world-class environment with a commitment to community partnerships and sustainability." Literacy is the basic building block of education – it gives students access to knowledge and the ability to communicate with the world. It is the gateway to all other skills. Literacy allows young people to pursue higher education and get good jobs, and to become full participants in our democracy. CCC also aligns with the priorities that are part of our strategic plan.

The Collaborative Classroom curriculum (CCC) aligns with our priority of a robust core curriculum as well as aligning with a top belief of the district literacy team: "We believe our students deserve a curriculum that is aligned horizontally and vertically with a rigorous spiralling scope and sequence." There are three components to CCC: Being a Reader (Grades K-2), Making Meaning (Grades K-5), and Being a Writer (Grades K-5). The three components work together to provide a complete and comprehensive curriculum in literacy. CCC is standards based and compatible with the Minnesota English Language Arts standards.

Being a Reader concentrates on the skills necessary to decode words and then moves to fluency and comprehension. Being a Writer provides instruction and practice in various writing styles: personal narrative, fiction, expository nonfiction, functional writing, opinion writing, and poetry. Making Meaning focuses on reading comprehension and thinking skills. The grade levels follow a similar pacing guide. When visiting third grade classrooms last week, all the students were listening to and discussing a book about oceans. The literature included with CCC is authentic literature (with the exception of Sets 1-5 which are decodable readers in Being a Reader). An added component of CCC is an emphasis on social emotional learning. The students come together as a reading and writing community in their classrooms where they can share their thinking and writing in a safe and supportive environment. The five core values in CCC are responsibility, respect, caring, fairness, and helpfulness. The CCC social emotional skills combine nicely with the Second Step social emotional curriculum where students learn about skills for learning, empathy, emotion management, and problem solving.

Another priority in our strategic plan is equitable opportunities and support for all career and college paths. The assessments with CCC will help us measure students' progress on their chosen paths. We used the SIPPS Placement Assessment on Ready, Set, Go! Day. (SIPPS stands for Systematic Instruction in Phoneme Awareness, Phonics, and Sight Words.) We had several consultative discussions with the experts at CCC about using the SIPPS assessment.



We will look closer at the SIPPS results on the next slide. CCC has presented the opportunity to gather and analyze data by utilizing common assessments provided with the curriculum. The literacy coaches, Hope Langston, and I met this summer to prepare assessment binders for the classroom teachers. For the first year of implementation, grades K-2 will complete the Set Placement Assessment in Being a Reader. This is done once in a student's life; so next year, only kindergarten students and new to the district students in grades one and two will complete the Set Placement Assessment. Students in grades kindergarten through two will complete the Mastery Assessments that are included with each set 1-12. Second graders will also have the word study assessments that are with the word study part of Being a Reader. Students in all grades will have IDR (Individualized Daily Reading) conferences with their teachers. The IDR assessment is done individually with a prescribed format and questions. Students in grades two through five will complete the vocabulary assessments. The Placement Assessments are in progress now. After we gather the data at each grade level kindergarten through two, we have a live webinar data analysis with Mary Tavegia, our CCC support person. She leads us through a discussion on the results and how to place the students in appropriate groups and sets. Second grade had their webinar on October 3. First grade will finish the Placement Assessment and have the webinar on October 10. Kindergarten will finish their assessments by October 24.

The slide with SIPPS results shows where the students placed in readiness to access CCC. The SIPPS levels are defined as

- Beginning Level: Instruction Kindergarten; Intervention 1st Grade
- Extension Level: Instruction 1st Grade; Intervention 2nd and 3rd Grades
- Plus Level: Intervention 4th and 5th Grades
- Challenge Level: Good for 3rd, 4th, and 5th Grades

The kindergarten students placed exactly where they should be at the beginning of the school year or even a little above! First graders will probably show growth as they receive instruction in CCC because the program begins with a review of skills as the classrooms build community. After we complete the Set Placement Assessment and MAP, we will have two more data points to help us determine appropriate interventions. The personnel at CCC were very excited about the results and found it very helpful that we did SIPPS district-wide in our implementation year.

The third priority addressed with CCC is building and fostering relationships-commitment to social/emotional health for all. The first few weeks of CCC are spent building a community of readers and writers in the classroom. It is a slower build, and teachers will need patience. However, it is preparing students for independent work and developing the ability to sustain and focus when reading and writing. The students practice gathering in a group, thinking and sharing with a partner, and how to demonstrate that they are showing respect and listening to the person speaking. The common curriculum will lend itself to rich discussions and analysis of literacy data during PLC time. Each school has a literacy team consisting of one teacher from each grade level as well as support staff. The three literacy teams come together to comprise the district literacy team. The district team meets four times during the school year. The team discussed successes thus far in the implementation of CCC:



**Successes:**

- Rich literature-students are learning about authors.
- Enhanced vocabulary lessons-vocab is mostly connected to the text.
- Multi-cultural focus combined with the SEL component. It teaches kids to work in partners.
- Writing-kids love writing and sharing. The shared writing format allows for gradual release.
- The structure is well laid out and easy for prepping for subs. It is streamlined and relaxed (no longer pulling from many places)
- Like the structure of the conferencing forms-the questions asked get to deeper thinking.

The challenges dealt mainly with time (trying to fit it all in) and technology both of which will improve as we gain more experience with CCC and have more professional learning opportunities.

The fourth priority addressed with CCC is recruiting and retaining a diverse staff. The top belief statement generated by the district literacy team in February, 2016, states "We believe our most valuable resource is our highly trained teachers who are provided ongoing professional development in order to implement current research based practices." The professional development schedule for this year is quite comprehensive and provides for whole group training as well as opportunities for meeting individual needs and concerns. We will be planning the 2019-20 professional learning opportunities soon. It will include training for our new teachers as well as updates for year two of CCC. While the CCC adoption may not lend itself to recruiting teachers, the ongoing professional development will aid in the retention of a diverse teaching staff. Our Companeros teachers deserve acknowledgment of their work to combine the teaching of Spanish and English literacy. The Companeros team meets four times during the year. At the first meeting they, similar to the District Literacy Team, listed their successes with literacy so far this year:

What's going well?

- Good literature
- Much more multicultural
- IDR forces students be exposed to different genres
- Can do justice to the program (CCC) although other things are being sacrificed
- Kids are self-monitoring and picking just right books
- Kids have to care about what they are reading in order to be stronger readers
- More social curriculum; kids are talking to each other; more collaborative
- Manuals are easy to read; intuitive
- Some questions are deeper
- Mini-lessons for IDR to think about their reading
- Read aloud books are really engaging; nice pictures; good variety

- Re-read a book to expand on the thinking and details
- Kids are being cooperative and patient because it is new for the teachers too

The teachers have worked hard to implement our new literacy curriculum. We began this process in the winter of 2016. It is exciting to see the enthusiasm of the teachers and students as we implement CCC.

Thank you for your time. I would be happy to attempt to answer any questions you may have. This is a learning year for all of us!



# Elementary Literacy Update

Monday, October 8, 2018



# Strategic Plan Alignment

We will prepare every student for lifelong success  
within a world-class learning environment  
with a commitment to  
community partnerships and sustainability.





## Priority: Robust core instruction

- Being a Reader (K-2)
- Being a Writer (K-5)
- Making Meaning (K-5)



# Priority: Equitable opportunities and support for all career and college paths

## 2018-19 CCC Assessments with CCC

- Ready, Set, Go! Day: SIPPS screener
- Placement Assessment: Grades K-2
- Mastery Assessments in Sets 1-5
- Grade 2: Word study
- Grades K-5: IDR Conferring
- Grades 2-5: Vocab Assessments





## Northfield SIPPS Placement Results By Level and Lesson

Placement..	Placement Lesson								
	Instruction	Review Lesson 1	Lesson 1	Lesson 9	Lesson 11	Lesson 16	Lesson 21	Lesson 31	Lesson 41
Letter Name	145 13								
Beginning			20 5 3 5		50 69		11 63	4 44	3 36
Extension		100 46	1 19 46 29			2 2 7 10			
Plus			4 8	19 10		21 10		24 14	
Challenge			5 17 88 189 207 228						

### School

- ☒ (All)
- ☒ BRIDGEWATER ELEM...
- ☒ GREENVALE PARK EL...
- ☒ SIBLEY ELEMENTARY...

### Grade

- ☒ (All)
- ☒ K
- ☒ 1st
- ☒ 2nd
- ☒ 3rd
- ☒ 4th
- ☒ 5th

### Grade

- K
- 1st
- 2nd
- 3rd
- 4th
- 5th



# Priority: Building and fostering relationships

- Building community
- PLC Discussions
- School and District Literacy Teams



# Priority: Recruit and retain diverse staff

## Professional Learning 2018-19

Live webinars for Placement Analysis; Grades K-2

Additional live webinars  
(Mastery tests; group progress, SIPPS)

Three day on site visit; Grades K-5; October and February

Archived webinars

District Literacy Team Meetings: 4 times/year

Online classes for Making Meaning and Being a Writer

February 18: On site training with 2 trainers

Facebook Community and Twitter

Additional trainings for new teachers TBD





Questions/Comments

Thank you!



# **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

## NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 26 day of September 2018 by and  
between Greenvale Park Elementary PTO,  
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

*\$9,450 donation is dedicated to staff for  
additional classroom resources as needed.*

Greenvale Park Elementary PTO  
Donor

By: Greenvale Park Elementary 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 24<sup>th</sup> day of September, 2018, by and between St John's Lutheran Church, 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

\$1,218.75 donation for the Greenvale Park Elementary snack drive, check # 23080.

St John's Lutheran Church  
Donor

By: Received in Greenvale Park 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 28<sup>th</sup> day of September, 2018, by and between Dakota County Technical College Foundation <sup>DEA Unclaimed credits,</sup> 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 # 5089 \$6,000.00 donation for CTE. \$4,000.00 for High School and \$2,000.00 for Middle School.

DCTC Foundation DEA Unclaimed Credits  
Donor

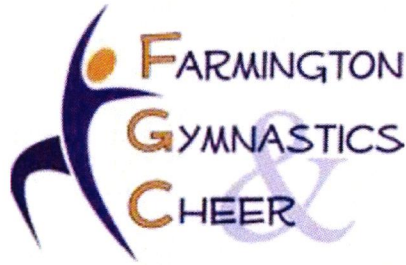
By: Received in District Office

Approved by resolution of the School Board on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

INDEPENDENT SCHOOL DISTRICT No. 659

By: \_\_\_\_\_

Clerk



**OWNER:** Farmington Gymnastics & Cheer  
315 Elm Street  
Farmington, MN 55024

**TENANT:** Northfield Public Schools  
1400 Division Street South  
Northfield, MN 55057

1. **LEASE PROPERTY:** Owner agrees to lease to Tenant space at Farmington Gymnastics & Cheer, 315 Elm Street, Farmington, MN 55024 for Northfield High School Gymnastics team use.
2. **LEASE TERM:** The term of this lease begins November 1, 2018 and ends February 28, 2019.
3. **RENT:** Rent for the use of the facility is \$10,000 and will be billed in equal installments due the first of the month beginning in November 2018 and ending in February 2019.
4. **USE OF PROPERTY:** Tenant may use the property for MSHSL season practices and competitions. Staffing of officials and event workers shall be the responsibility of Tenant. Owner has reviewed MSHSL Gymnastics practice and competition schedule and has determined the facility is available. Owner and Tenant will collaborate on a mutually agreeable schedule prior to the start of the season.
5. **UTILITIES AND MAINTENANCE:** Owner is responsible for all utility costs and will provide cleaning and maintenance services. Tenant shall return facility and equipment in satisfactory condition for instructional use after practices and competitions. Bleacher rental for competitions will be the responsibility of Northfield Public Schools.
6. **INSURANCE:** Tenant agrees to provide evidence prior to the start date of this lease agreement of general liability insurance with a limit of at least \$1,000,000 and to provide workers compensation insurance for Tenant's employees. Owner agrees to provide evidence of general liability insurance with a limit of at least \$1,000,000 and to provide workers compensation insurance for Owner's employees. Owner agrees to provide evidence of property insurance.
7. **RENEWAL:** This lease document is only good for the lease term listed above. Nothing in this lease agreement should be construed as an automatic continuation of the lease.
8. **TERMINATION:** Termination of this lease may be made by either party by providing three months advance written notice or by mutual agreement.

**TENANT:**

Northfield Public Schools

BY: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**OWNER:**

Farmington Gymnastics & Cheer

BY: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

							2017-2018						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	4th	7th	14th	21st	1st	1st	3rd	2nd	1st	1st	2nd	1st	6/7/19
Longfellow													
Early Childhood	84	82	85	87	86								
Total	84	82	85	87	86	0	0	0	0	0	0	0	0
Greenvale Park													
Grade K-2031	58	58	59	60	59								
Grade 1-2030	84	84	83	83	83								
Grade 2-2029	62	62	62	62	62								
Grade 3-2028	81	80	80	79	80								
Grade 4-2027	73	72	72	72	72								
Grade 5-2026	76	75	75	75	75								
Total	434	431	431	431	431	0	0	0	0	0	0	0	0
Sibley													
Grade K-2031	95	95	95	95	95								
Grade 1-2030	97	97	96	96	95								
Grade 2-2029	87	87	87	87	87								
Grade 3-2028	102	103	103	103	103								
Grade 4-2027	91	92	92	92	92								
Grade 5-2026	105	105	105	105	105								
Total	577	579	578	578	577	0	0	0	0	0	0	0	0
Bridgewater													
Grade K-2031	100	95	95	97	97								
Grade 1-2030	94	94	94	94	94								
Grade 2-2029	98	97	97	97	97								
Grade 3-2028	98	99	99	98	98								
Grade 4-2027	116	117	117	117	117								
Grade 5-2026	93	95	95	95	95								
Total	599	597	597	598	598	0	0	0	0	0	0	0	0
Middle School													
Grade 6-2025	342	340	339	339	340								
Grade 7-2024	330	329	329	329	329								
Grade 8-2023	298	298	298	296	296								
St. Dominics	3.5	4	4	4	4								
Total	973.5	971	970	968	969	0	0	0	0	0	0	0	0
High School													
Grade 9-2022	348	352	352	353	353								
Grade 10-2021	323	358	357	357	356								
Grade 11-2020	361	321	323	322	321								
Grade 12-2019	356	345	344	346	342								
Total	1388	1376	1376	1378	1372	0	0	0	0	0	0	0	0
ALC													
Grade 9-2022	2	2	2	2	2								
Grade 10-2021	3	3	6	7	7								
Grade 11-2020	11	15	17	22	22								
Grade 12-2019	43	52	56	60	60								
Total	59	72	81	91	91	0	0	0	0	0	0	0	0
Grand Total	4114.5	4108	4118	4131	4124	0	0	0	0	0	0	0	0
Full Time only (excluding EC and Part-time/Independent Study ALC)	4025	4007	4004	4003	3996								



LongfellowEarly Childhood

Banks	10
Gross	9
Kremin	7
Kruse	5
O'Connor	5
Roth	9
Schnorr	8
Sorenson	3
TBD	
Waters	17
Webster	3
Winter	11
<b>TOTAL</b>	<b>87</b>

\*\*

Greenvale Park

K	Flicek	15
K	Hagberg	15
K	Solinger	15
K	Ziemann	15
1	Landry	26
1	Nivala	18
1	Peterson	18
1	Zach	21
2	Amundson	24
2	Bulfer	12
2	Johnson	13
2	Larson	13
3	Alvarez, C	25
3	McLaughlin	18
3	Timerson	18
3	Youngblut	18
4	Clarey	17
4	Dimick	15
4	Garcia	23
4	Hetzel	17
5	Alvarez, R	23
5	Harding	17
5	Sickler	17
5	Spitzack	18
	<b>TOTAL</b>	<b>431</b>

Middle School

Grade 6-2025	339
Grade 7-2024	329
Grade 8 (*inc. 8 - 1/2 day)-2023	300
<b>TOTAL</b>	<b>968</b>

\*8 (4) St. Dominic's students attend 1/2 day

High School

Grade 9-2022	353
Grade 10-2021	357
Grade 11-2020	322
Grade 12-2019	346
<b>TOTAL</b>	<b>1378</b>

Sibley

Grade	Teacher		
K	Born	24	
K	Downs	23	
K	Heil	24	
K	Matson	24	
1	Craft	23	
1	Sasse	27	C
1	Sieger	23	
1	Swenson	23	
2	Baker	23	C
2	Seeberg	21	
2	Soderlund	21	
2	Spitzack	22	
3	Guggisberg	25	
3	Jandro	25	
3	Johnson	28	C
3	Sweeney	25	
4	Fox	23	
4	Haar	23	
4	McManus	22	C
4	Rud	24	
5	Baragary	28	
5	Malecha	28	
5	Ostermann	21	C
5	Stulken	28	
<b>TOTAL</b>	<b>578</b>		

Bridgewater

K	Cade	19	
K	Danielson	18	
K	Allison	19	
K	Halcy	19	
K	Tran	22	
1	Charlton	23	
1	Ellerbush	22	
1	Hall	22	
1	Lanza	27	C
2	Lane	25	
2	Lofquist	25	
2	Rubin	23	C
2	Schwaab	24	
3	Larson	27	C
3	Sickler	25	
3	Temple	23	
3	Truman	23	
4	Holden	24	
4	Ryan	22	
4	Schuster	24	
4	Shepherd	23	
4	Swenson	24	C
5	DeVries	24	C
5	Duchene	24	
5	Kohl	23	
5	Rauk	24	
<b>TOTAL</b>	<b>598</b>		

Early Childhood**	87
Kindergarten-2031	252
Grade 1-2030	273
Grade 2-2029	246
Grade 3-2028	280
Grade 4-2027	281
Grade 5-2026	275
<b>Total K-5</b>	<b>1694</b>

<b>Total Middle School</b>	<b>968</b>
<b>Total High School</b>	<b>1378</b>
<b>GRAND TOTAL</b>	<b>4040</b>

<b>ALC 9-12</b>	<b>91</b>
<b>GRAND TOTAL with ALC</b>	<b>4131</b>

Full Time only (excluding  
EC and Part-  
time/Independent Study  
ALC)

4003

ALC	F/T	**P/T	**I/S	TOTAL
Grade 9-2021	2	0	0	2
Grade 10-2020	3	0	4	7
Grade 11-2019	10	0	12	22
Grade 12-2018	35	0	25	60
<b>TOTAL</b>	<b>50</b>	<b>0</b>	<b>41</b>	<b>91</b>

Enrollments represent 100% enrolled except where indicated by \*\*

Half day St. Dominic's students are represented by \*

LongfellowEarly Childhood

Banks	10
Gross	8
Kremin	7
Kruse	4
O'Connor	4
Roth	7
Schnorr	10
Sorenson	3
Waters	18
Webster	4
Winter	11
<b>** TOTAL</b>	<b>86</b>

Greenvale Park

K	Flicek	15	
K	Hagberg	14	
K	Solinger	15	
K	Ziemann	15	
1	Landry	26	C
1	Nivala	18	
1	Peterson	18	
1	Zach	21	
2	Amundson	24	C
2	Bulfer	12	
2	Johnson	13	
2	Larson	13	
3	Alvarez, C	25	C
3	McLaughlin	18	
3	Timerson	18	
3	Youngblut	19	
4	Clarey	17	
4	Dimick	15	
4	Garcia	23	C
4	Hetzel	17	
5	Alvarez, R	23	C
5	Harding	17	
5	Sickler	17	
5	Spitzack	18	
	<b>TOTAL</b>	<b>431</b>	

Middle School

Grade 6-2025	340
Grade 7-2024	329
Grade 8 (*inc. 8 - 1/2 day)-2023	300
<b>TOTAL</b>	<b>969</b>

\*8 (4) St. Dominic's students attend 1/2 day

High School

Grade 9-2022	353
Grade 10-2021	356
Grade 11-2020	321
Grade 12-2019	342
<b>TOTAL</b>	<b>1372</b>

Sibley

Grade	Teacher		
K	Born	24	
K	Downs	23	
K	Heil	24	
K	Matson	24	
1	Craft	22	
1	Sasse	27	C
1	Sieger	23	
1	Swenson	23	
2	Baker	23	C
2	Seeberg	21	
2	Soderlund	21	
2	Spitzack	22	
3	Guggisberg	25	
3	Jandro	25	
3	Johnson	28	C
3	Sweeney	25	
4	Fox	23	
4	Haar	23	
4	McManus	22	C
4	Rud	24	
5	Baragary	28	
5	Malecha	28	
5	Ostermann	21	C
5	Stulken	28	
	<b>TOTAL</b>	<b>577</b>	

Bridgewater

K	Cade	19	
K	Danielson	18	
K	Allison	19	
K	Haley	19	
K	Tran	22	
1	Charlton	23	
1	Ellerbush	22	
1	Hall	22	
1	Lanza	27	C
2	Lane	25	
2	Lofquist	25	
2	Rubin	23	C
2	Schwaab	24	
3	Larson	27	C
3	Sickler	25	
3	Temple	23	
3	Truman	23	
4	Holden	24	
4	Ryan	22	
4	Schuster	24	
4	Shepherd	23	
4	Swenson	24	C
5	DeVries	24	C
5	Duchene	24	
5	Kohl	23	
5	Rauk	24	
	<b>TOTAL</b>	<b>598</b>	

Early Childhood**	86	
Kindergarten-2031	251	
Grade 1-2030	272	
Grade 2-2029	246	
Grade 3-2028	281	
Grade 4-2027	281	
Grade 5-2026	275	
<b>Total K-5</b>	<b>1692</b>	<b>1692</b>
<b>Total Middle School</b>	<b>969</b>	
<b>Total High School</b>	<b>1372</b>	
<b>GRAND TOTAL</b>	<b>4033</b>	
<b>ALC 9-12</b>	<b>91</b>	
<b>GRAND TOTAL with ALC</b>	<b>4124</b>	

Full Time only  
(excluding EC and  
Part-time/Independent  
Study ALC)

3996

ALC

Grade	F/T	**P/T	**I/S	TOTAL
Grade 9-2021	2			
Grade 10-2020	3	0	0	2
Grade 11-2019	10	0	4	7
Grade 12-2018	34	0	12	22
<b>TOTAL</b>	<b>49</b>	<b>0</b>	<b>26</b>	<b>60</b>

0

42

91