

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

October 14, 2019  
Northfield High School Media Center

- I. Call to Order  
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson and Pritchard.
  
- II. Approval of Agenda/Table File  
On a motion by Quinnell, seconded by Hardy, the Board approved the Agenda.
  
- III. Public Comment  
There was no public comment.
  
- IV. Announcements and Recognitions
  - Two Northfield Middle School choir students have been accepted into the 2019-20 the American Choral Directors Association (ACDA) State Honor Choirs: Elizabeth Tracy, ACDA 7-8 SSA Honor Choir and Isaac Alladin ACDA 7-8 TTB Honor Choir. Additionally, Middle School student Emmet Norrie, ACDA 7-8 TTB Honor Choir submitted his audition through Northfield Youth Choirs.
  - Post Consumer Brands is donating \$25,000 to the school district to support food programs. The district will allocate \$7,500 to the ALC backpack food program, \$7,500 to the child nutrition angel fund program, and \$10,000 for Greenvale Park community dinners.
  - Welcome to Latisha Eaddy, from the Robbinsdale school district, who is shadowing Dr. Hillmann to garner internship hours as she works toward a superintendent's license.
  - Welcome to the students attending the meeting, most of whom were attending were completing an assignment for their senior global studies course.
  
- V. Items for Discussion and Reports
  - A. Technology Services Update  
Kim Briske, Director of Technology Services, provided an update on current technology projects in the district, a recap of summer projects completed, the ongoing collaboration with core planning teams and user groups regarding construction projects, and the continued use of more digital resources for teaching and learning.
  
  - B. Later School Start Time: Plan Update  
Superintendent Hillmann shared a current concept plan that would support a later start time to the school day for secondary students. The district is operating with four criteria: the change should be as close to cost-neutral as possible, the secondary start time must be after 8:30am to align with the medical research, the elementary school start time should be similar, or earlier, than it is right now, and the change must satisfy the minimum number of instructional hours required by the State of Minnesota. The district will share this information with staff and hold at least two sessions for the community to hear the concept plan and provide feedback. The Board intends to hold a work session in November 2019 to further discuss this possible schedule change.
  
- VI. Consent Agenda  
On a motion by Iverson, seconded by Goerwitz, the Board approved the following Consent Agenda items:
  - A. Minutes. Minutes of the Regular School Board meeting held on September 23, 2019.

## B. Personnel Items

### a) Appointments

1. Giselle Barojas Velazquez, Targeted Services PLUS Site Assistant at Greenvale Park for 1.5 hours/day, beginning October 7, 2019, through June 5, 2020; Step 1- \$13.21/hour.
2. Lynn Bauman, Assistant Gymnastics Coach for 2 hours/day at the High School, beginning November 11, 2019; Level E, Step 5
3. Craig Cardinal, Head Nordic Ski Coach for 2 hours/day at Northfield High School, beginning November 11, 2019; Level D, Step 3.
4. Katie Dahmeh, Special Education Educational Assistant PCA for 7 hours/week at Longfellow Early Childhood Special Education, beginning on October 8, 2019, through June 10, 2020; Step 1-\$15.93/hour.
5. Caleb Davidson, Targeted Services PLUS Teacher for up to 1.5 hours/day at Greenvale Park, beginning on October 14, 2019, through May 6, 2020; Year 1, \$27.11/hour.
6. John Eckhart, Auditorium Technician for up to 19 hours/week with Community Services, beginning October 9, 2019; \$22.74/hour.
7. Stephen Fox, Building Supervisor for up to 10 hours/week with Community Services, beginning October 12, 2019. \$16.30/hr.
8. Candace Hard, 1.0 FTE Long Term Substitute Special Education Teacher EBD at Greenvale Park, beginning on November 6, 2019, through February 18, 2020; BA+15, Step 10.
9. Lucinda Huschle, Special Education Educational Assistant PCA for 6.25 hours/day and General Education for .50 hours per day at Northfield High School, beginning on October 10, 2019, through June 5, 2020; Special Ed, Step 4-\$17.10/hour and General Education Step 4-\$16.52/hour.
10. Samantha Kile, Event Worker at Northfield High School, beginning on September 27, 2019; Event worker rate of pay.
11. Yailyn Moran, KidVentures Site Assistant for up to 6 hours/week at Sibley, beginning September 26, 2019; Step 2-\$13.56/hour.
12. Gretchen Olson, Targeted Services PLUS Site Assistant for up to 1.5 hours/day at Greenvale Park, beginning October 7, 2019, through June 5, 2020; Step 1-\$13.21/hour.
13. Karen Rodriguez, Targeted Services PLUS Site Assistant for up to 1.5 hours/day at Greenvale Park, beginning October 7, 2019, through June 5, 2020; Step 1-\$13.21/hour.
14. Linda Rosas Balvin, Targeted Services PLUS Site Assistant for up to 1.5 hours/day at Greenvale Park, beginning October 7, 2019, through June 5, 2020; Step 2-\$13.56/hour.
15. Paula Sannes, Fall Event Worker at Northfield High School, beginning September 3, 2019; Event worker rate of pay.
16. Chala Tafesa, Community School Site Assistant for up to 10 hours/week at Greenvale Park Community School, beginning September 26, 2019, through June 5, 2020; Step 1-\$13.21/hour.
17. Sheldon Volkert, Assistant Gymnastics Coach for 2 hours/day at the High School, beginning November 11, 2019; \$14.00/hour.

### b) Increase/Decrease/Change in Assignment

1. Kristin Basinger, Special Ed EA PCA at the Middle School, increase Special Ed EA PCA Bus Assistant time to 1.33 hours/day with the District, effective September 5, 2019- June 5, 2020.
2. Trisha Beacom, EarlyVentures Teacher for 36 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at Longfellow, effective September 3, 2019.
3. Tristan Belzer, Program Supervisor-Aquatics with Community Services, change pay rate from \$10.61/hour to \$10.50/hour due to not having a WSI certification, effective October 1, 2019, through May 31, 2020.
4. Melissa Bernhard, Assistant Gymnastics Coach at the High School-Level E, change to Assistant Gymnastics Coach-Hourly at the High School, effective November 11, 2019. \$14.00/hr.
5. Melissa Borup, .2 FTE Reading Teacher at the Middle School and .5 FTE Academic Advocate at the ALC, change to .2 FTE Reading Teacher at the Middle School and .8 FTE Academic Advocate at the ALC, effective September 24, 2019, through June 8, 2020.
6. Russel Boyington, KidVentures Site Assistant for 40 hours/week at Sibley, change to KidVentures Site Assistant for 23.5 hours/week at Bridgewater, effective September 3, 2019.
7. Haanah Braun, EarlyVentures Site Assistant for 39.5 hours/week at Longfellow, change to EarlyVentures Site Assistant for 40 hours/week at Longfellow, effective September 3, 2019.
8. Erik Burton, .2 FTE EL at the ALC, .4 FTE EL at the High School and .4 FTE LTS Social Studies at the High School, change to .6 FTE EL at the High School and .4 FTE LTS Social Studies at the High School, effective October 9, 2019, through June 8, 2020.
9. Anita Corwin, EarlyVentures Site Assistant for 33.5 hours/week at Longfellow, change to EarlyVentures Site Assistant for 37.5 hours/week at Longfellow, effective September 3, 2019.

10. Debbie Foley, EarlyVentures Assistant Teacher for 33.25 hours/week at Longfellow, change to EarlyVentures Assistant Teacher for 30 hours/week at Longfellow, effective September 3, 2019.
11. Kristin Freeman, KidVentures Site Assistant for 35.5 hours/week at Sibley, change to KidVentures Site Assistant for 20 hours/week at Bridgewater, effective September 3, 2019.
12. Aimee Gerdesmeier, KidVentures Site Leader for 40 hours/week at Sibley, change to KidVentures Site Leader for 30 hours/week at Sibley, effective September 3, 2019.
13. Sara Gerdesmeier, EarlyVentures Site Assistant for 28 hours/week at Longfellow, change to EarlyVentures Site Assistant for 36.25 hours/week, effective September 3, 2019.
14. Courtney Gilomen, EarlyVentures Teacher for 32 hours/week at Longfellow, change to EarlyVentures Teacher for 39.5 hours/week at Longfellow, effective September 3, 2019.
15. Rich Guggisberg, Teacher at Sibley, add Building Supervisor with Community Services, effective September 30, 2019. \$16.30/hr.
16. Jennifer Hachfeld, Long Term Substitute CNA I at Bridgewater, extend the end date from October 21, 2019, to October 28, 2019, effective October 9, 2019.
17. Ellen Haefner, ECFE Teacher with Community Services, change to BA+15, additional information was provided, effective August 26, 2019.
18. Inger Hanson, 1.0 FTE MTSS Instructional Coach at Bridgewater Elementary, change to 1.0 FTE EL teacher at the ALC, beginning on October 9, 2019, through June 8, 2020.
19. Kimberly Harris, EarlyVentures Teacher for as needed at Longfellow, change to EarlyVentures Teacher for 25 hours/week at Longfellow, effective August 26, 2019.
20. Kelly Hebzynski, Teacher at the Middle School, add Speech Advisor at the Middle School, effective October 8, 2019, through June 6, 2020; Level K, Step 1
21. Andy Jaynes, .24 FTE DAPE Teacher at Sibley, change to .02 FTE DAPE Teacher at Sibley, effective September 4, 2019, through June 10, 2020.
22. Jennifer Jones, EL Teacher at the Middle School, add Yearbook Advisor at the Middle School, effective September 3, 2019. Level K, Step 2
23. Bronte Karvel-Fuller, Aquatics positions with Community Services, add Site Supervisor-Open Gym as needed with Community Services, effective October 1, 2019, through May 31, 2020. \$11.75/hr.
24. Jill Keeley, EarlyVentures Teacher for 35 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at Longfellow, effective September 3, 2019.
25. Tiffany Kortbein, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 5 hours/week Mon.-Thurs. at Greenvale Park, effective October 21, 2019, through May 7, 2020; Yr. 7-\$27.73/hr.
26. Marcy Korynta, 1.0 FTE School Psychologist at the Middle School, add an overload of MTSS at the Middle School, effective August 26, 2019, through June 5, 2020.
27. Lisa Laine, Special Ed EA PCA, and Gen Ed EA for 7.25 hours/day at Greenvale Park, add General Ed EA Supervision for an additional 5 minutes/day for a total of 7.33 hours/day at Greenvale Park, effective October 1, 2019.
28. Briana Lanham, KidVentures Site Assistant for 36 hours/week at Sibley, change to KidVentures Site Assistant for 28.5 hours/week at Sibley, effective September 3, 2019.
29. Jamie Larson, EarlyVentures Teacher for 30-40 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at Longfellow, effective September 3, 2019.
30. Alissa Lien, KidVentures Student Site Assistant for 20 hours/week at Sibley, change to KidVentures Student Site Assistant for up to 16 hours/week at Bridgewater, effective September 3, 2019.
31. Kathleen Malecha, Spec Ed EA for 6 hours/day at Bridgewater, change to Spec Ed EA for 6.10 hours/day at Bridgewater, effective September 3, 2019.
32. Kristy Malecha, Special Ed EA at Greenvale Park, add Club Leader for up to 4 hours/week with Community School at Greenvale Park, effective October 21, 2019, through June 5, 2020; \$21.55/hr.
33. Tonya Merritt, KidVentures Site Leader for 40 hours/week at Sibley, change to KidVentures Site Leader for 30 hours/week at Bridgewater, effective September 3, 2019.
34. Peggy Mills, KidVentures Site Assistant for 21 hours/week at Sibley, change to KidVentures Site Assistant for 23.5 hours/week at Sibley, effective September 3, 2019.
35. Beth Momberg, Special Ed EA PCA for 33.75 hours/week at the ALC, change to Special Ed EA PCA for 33.5 hours/week at Longfellow, effective October 7, 2019, through June 10, 2020.
36. Ed Muniak, 1.0 FTE Science Teacher at the Middle School, add an overload for science at the Middle School, effective September 3, 2019, through June 5, 2020.
37. Carol Nick, EarlyVentures Teacher for 20 hours/week at Longfellow, change to EarlyVentures Teacher for 35 hours/week at Longfellow, effective September 3, 2019.
38. Patricia Rogne, ECFE Teacher, Screener, at the NCRC, increase hours to 25 hours/week at the NCRC, effective September 16, 2019.

39. Heather Ryden, MTSS Instructional Coach at Greenvale Park, add Targeted Services PLUS Teacher for up to 5 hours/week Mon.-Thurs. at Greenvale Park, effective October 7, 2019, through May 7, 2020; Yr. 5-\$27.73/hr.
40. Katie Schuman, EarlyVentures Teacher for 30 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at Longfellow, effective September 3, 2019.
41. Chris Scoville-Riazi, .5 FTE Art Teacher at the ALC, add an additional section of Art for a total of .83 FTE at the ALC, effective September 25, 2019, through June 8, 2020.
42. Deb Seitz, Special Ed Teacher at the Middle School, add Assistant Speech Advisor at the Middle School, effective October 8, 2019, through June 6, 2020; Level L, Step 1
43. Robyn Spillman, KidVentures Site Assistant at Greenvale Park, change to KidVentures Site Assistant at Bridgewater, effective September 3, 2019.
44. Robyn Spillman, Special Ed EA PCA at the Middle School, add Special Ed EA PCA Extracurricular and Nonacademic Support with the District, effective September 23, 2019, through June 5, 2020.
45. Pam Taubman, KidVentures Site Assistant for 17.5 hours/week at Sibley, change to KidVentures Site Assistant for 23.5 hours/week at Greenvale Park, effective September 3, 2019.
46. Diane Torbenson, MTSS Instructional Coach at Greenvale Park, add Targeted Services PLUS Teacher for up to 5 hours/week Mon.-Thurs. at Greenvale Park, effective October 21, 2019, through May 7, 2020. Yr. 7-\$27.73/hr.
47. Ellen Trotman, EL Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 5 hours/week Mon.-Thurs. at Greenvale Park, effective October 21, 2019, through May 7, 2020. Yr. 5-\$27.73/hr.
48. Arlene Tuma, EA with Community Services, add Targeted Services PLUS Site Assistant for up to 6 hours/week Mon.-Thurs. at Greenvale Park, effective October 7, 2019, through June 5, 2020. Step 4-\$14.49/hr.
49. Arlene Tuma, EA with Community Services, add Community School Evening Site Assistant for up to 6 hours/week at Greenvale Park, effective October 1, 2019, through June 5, 2020. Step 4-\$14.49/hr.
50. Lisa Williams, Special Ed EA PCA for 7.22 hours/day at Longfellow, change to Special Ed EA PCA for 6.52 hours/day at Longfellow, effective September 4, 2019, through June 10, 2020.
51. Sarah Woodcock, EarlyVentures Teacher for 39.5 hours/week at Longfellow, change to EarlyVentures Teacher for 40 hours/week at Longfellow, effective September 3, 2019.
52. Mark Ensrud, Guidance Counselor at the High School, add an overload for Career/Technology Education Coordination with the District, effective 09/03/2019-06/05/2020.

c) Leave of Absence

1. Stefanie Bothun, Music Teacher with the District, Family/Medical Leave of Absence for Childcare, effective on or about March 27, 2020, through the remainder of the 2019-2020 school year.
2. Dolly Larsen, Special Ed EA PCA at Sibley, Family/Medical Leave of Absence, effective September 26, 2019, through October 4, 2019.
3. Jacob Odell, Special Ed EA PCA at the High School, Leave of Absence for the remainder of the 2019-2020 school year due to obtaining a Worked Based Learning Position with the District, effective once obtaining License.
4. Kathy Wiertsema-Miller, Guidance Counselor at the High School, Unpaid Leave of Absence for four years beginning with the 2020-2021 school year.

d) Retirements/Resignations/Terminations

1. Logan Garry, KidVentures Site Assistant, Declined Position, effective September 19, 2019.
2. Antonio Gonzales, Recreation Position, Declined Position, effective September 4, 2019.
3. Vernon Green, Recreation Position, Declined Position, effective September 4, 2019.
4. Luke Halloran, Recreation Position, Declined Position, effective September 4, 2019.
5. Marcel Morris, Recreation Position, Declined Position, effective September 9, 2019.
6. Gannon Odierno, Recreation Position, Declined Position, effective September 9, 2019.

C. Gift Agreements

- \$13,324.99 for general classroom supplies from Bridgewater Booster Club

VII. Superintendent's Report

A. Items for Individual Action

1. Request to Hire Additional Non-Licensed Special Education EA/PCA. On a motion by Hardy, seconded by Iverson, the Board approved the proposal from Director of Special Services Cheryl Hall to hire additional non-licensed special education EA/PCA at a projected cost of \$70,640

with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$50,707.

2. Resolution of School Board Supporting FORM A Application to Minnesota State High School League Foundation. On a motion by Iverson, seconded by Quinnell, the Board approved the Resolution of School Board Supporting FORM A Application to Minnesota State High School League Foundation. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson and Pritchard. No one voted 'no.' Motion carried.
3. Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours during which the Polling Places will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election. On a motion by Baraniak, seconded by Iverson, the Board approved the Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours during which the Polling Places will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election. Voting 'yes' was Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson and Pritchard. No one voted 'no.' Motion carried.

VIII. Items for Information

- A. Enrollment Report. Dr. Hillmann reviewed the October 2019 enrollment report. Full-time student enrollment is reported at 3,953.
- B. Construction Update #15. Dr. Hillmann provided an update on the District's construction projects and the Sibley Elementary renovation bid opening on October 15, 2019.
- C. Community Neighborhood Meeting is scheduled Wednesday, October 16, 2019 at 4:30 p.m. in the Media Center at Greenvale Park Elementary School.
- D. World's Best Workforce is scheduled Monday, October 28, 2019 at 6:15 p.m. in the HS Media Center.
- E. Retired Educators' Luncheon is scheduled Wednesday, October 30, 2019 at Ruth's On Stafford. Doors open at 11:30 a.m.
- F. National Merit Reception is scheduled Tuesday, November 12, 2019 at 6:00p.m. in the HS Media Center.

IX. Future Meetings

- A. Monday, October 21, 2019, 5:00 PM, Special Board Meeting, NHS Media Center
- B. Monday, October 28, 2019, 6:15 PM, World's Best Workforce Presentation, NHS Media Center
- C. Monday, October 28, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- D. Tuesday, November 12, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 8:51 p.m.

Noel Stratmoen  
School Board Clerk