

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

November 12, 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 Goerwitz, the Board approved the Agenda.
- III. Public Comment
There was no public comment
- IV. Announcements and Recognitions
 - National Signing Day Ceremony is Wednesday, November 13. Congratulations to Bronwyn Timperely/Volleyball, Northern Colorado, Drew Woodley/Wrestling, Iowa State, and Ella Kelm/Diving, Mankato State.
 - The *Greenvale Park Community School Annual Report* to the Community was completed this month. The report details the results of the fifth year of community school programming at Greenvale Park.
- V. Items for Discussion and Reports
 - A. Area Learning Center Update
Daryl Kehler, ALC Director, provided an update about progress towards school improvement plan goals, and shared activities, accomplishments and challenges occurring at the ALC. Mr. Kehler reported that consistent attendance is the highest it has ever been and that 97.9% of students surveyed say teachers care about students. Growth at the ALC has grown from 50-60 students to 90 students. This has been challenging but the ALC feels supported by the Board as supports and resources are put in place to accommodate the students and staff.
 - B. Northfield Middle School Update
Principal Greg Gelineau updated the School Board about progress towards school improvement plan goals, and shared activities, accomplishments and challenges occurring at the Middle School. Mr. Gelineau reported that great systems are in place to identify students who are in need of academic and behavior support and most students in interventions are showing growth. Additionally, a Middle School Parent Advisory has been created as another way to receive feedback. The waiting list for interventions has accumulated at a faster rate than in previous years and they continue to struggle with students not working on academics outside of school.
 - C. Non-Substantive Policy Changes
The Minnesota School Boards Association (MSBA) routinely updates its model policies to reflect any non-substantive changes due to legislative action. These non-substantive changes “reflect updates to the legal and cross-references (including changes in statute numbers and/or names, new statutes, rules, or cases), changes to the notes within the policies, changes to accompanying forms, and minor corrections. The substance of the policy language is not affected.”

For reference, the 2019 Minnesota Legislature’s work prompted non-substantive changes to 13 MSBA policies. The Board policy committee recommends creating a procedure that authorizes the Superintendent’s Office to update MSBA model policies used by the District for non-substantive changes without further Board approval. This would allow regular updates of policies based on these non-substantive changes in an efficient manner. This will be an item for individual action at the next Board meeting.

D. Start Time for School Board Meetings

Superintendent Hillmann and Board Chair Julie Pritchard facilitated a discussion about the potential of starting regular school board meetings earlier than the existing 7:00 p.m. start time. We do not anticipate a change to the structure of Board meetings. Members were asked to consider how an earlier start time change may affect the community, public comment opportunity, presenters, board members and staff. This change would be implemented at the Organizational Meeting in January 2020 and this will remain an Item for Discussion at the next Board meeting.

E. Request to Hire Additional General Education Educational Assistant at Bridgewater

Due to enrollment changes at Bridgewater Elementary School, and to be compliant with the Title I Comparability Report for the Minnesota Department of Education, Director of Teaching and Learning Mary Grace Hanson and Director of Finance Val Mertesdorf are requesting the addition of a 6 hour/day General Education - Educational Assistant at Bridgewater Elementary School. The projected cost of this addition is not to exceed \$29,945. On a motion by Iverson, seconded by Hardy, the Board moved the Request to Hire An Additional 6 Hour/Day General Education-Educational Assistant at Bridgewater be moved to an Item for Individual Action. Motion carried.

VI. Consent Agenda

On a motion by Iverson, seconded by Stratmoen, the Board approved the following Consent Agenda items:

A. Minutes

- Minutes of the Public Hearing held on October 28, 2019.
- Minutes of the Regular School Board meeting held on October 28, 2019.

B. Gift Agreement

- \$2,500.00 from Carl Henry Step Up Scholarship Fund of the Capital Group Amerian Funds
- \$1,200.00 toward scholarships for field trips from Greenvale Elementary PTO

C. Personnel Items

a) Appointments

1. Madelyn Meyer, Boys Diving Coach for 2 hours/day at the Middle and High School, beginning 11/28/2019; Rachel Ims, Targeted Services PLUS Student Site Assistant at Bridgewater Elementary, beginning on November 11, 2019 through March 19, 2020, \$9.86/hour.
2. Quinn Line, Winter Recreation Position with Community Services, beginning 11/2/2019-5/31/2020; \$10.75/hr.
3. Heather Mier, Winter Recreation Position with Community Services, beginning 11/2/2019-5/31/2020; \$11.61/hr.
4. Tammara Moore, Child Nutrition Associate I for 3.25 hours/day at Bridgewater, beginning 11/4/2019; \$18.34/hr.
5. Lars Prestemon, Assistant Boys Basketball Coach-Hourly at the High School, beginning 11/18/2019; \$14.00/hr.
6. Heather Johnson, Special Ed EA PCA for 6.75 hours/day at the ALC, beginning 12/2/2019-6/5/2020; Step 3-\$16.63/hr.

b) Increase/Decrease/Change in Assignment

1. Katie Dahmeh, Special Ed EA for 7.5 hours/week at Longfellow, add an additional two day per week for a total of 14.5 hours/week, effective 10/23/2019-6/10/2020.
2. Emy Torres, Special Ed EA PCA at Greenvale Park, add General Ed Supervisory for .5 hours/day at Greenvale Park, effective 10/28/2019-6/5/2020.
3. Katie Dahmeh, EA at Longfellow, add Community School Site Assistant for up to 8.5 hours/week at Greenvale Park, effective 11/12/2019-5/15/2020; Step 1-\$13.21/hr.
4. John Eckhart, Auditorium Technician with Community Services, add Substitute Custodian with Building and Grounds, effective 11/7/2019.
5. Marilyn Frey, Special Ed EA PCA for 6.25 hours/day and General Ed EA for .5 hours/day at the High School, change to Special Ed EA PCA for 6.75 hours/day at the High School, effective 11/11/2019-6/5/2020.

6. Lucinda Huschle, Special Ed EA PCA for 6.25 hours/day and General Ed EA for .5 hours/day at the High School, change to Special Ed EA PCA for 6.75 hours/day at the High School, effective 11/11/2019-6/5/2020.
 7. Darren Lofquist, .20 Assistant Boys Swim Coach at the High School, change to .40 Assistant Boys Swim Coach at the High School, effective 11/28/2019.
 8. Carolyn Manderfeld, Special Ed EA PCA at the Middle School, add Community School Site Assistant for up to 6 hours/week at Greenvale Park, effective 11/11/2019-5/14/2020; Step 3-\$13.91/hr.
 9. Lesly Martinez Reyes, Special Ed EA PCA at Bridgewater, add Special Ed EA PCA Bus for .42 hours/day with the District, effective 09/25/2019-6/5/2020.
 10. Madelyn Meyer, 1.0 Boys Swim Coach at the High School, change to .8 Boys Swim Coach at the High School, effective 11/28/2019.
 11. Ellen Mucha, Teacher at the High School, add One Act Play Director at the High School, effective 11/11/2019; Level I, Step 7
 12. John Watkins, Official Event Worker at the High School, add Site Supervisor with Community Services, effective 11/1/2019-5/31/2020; \$14.00/hr.
- c) Leave of Absence
1. Sara DeVries, Teacher at Bridgewater, Family/Medical Leave of Absence for Childcare, effective on or about 3/7/2020 through the end of the 2019-2020 school year.
 2. Inger Hanson, EL Teacher at the ALC, Family/Medical Leave of Absence, effective 11/11/2019-11/22/2019.
 3. Lydia Gross, Early Childhood Special Ed Teacher at Longfellow, Family/Medical Leave of Absence for Childcare, effective on or about 3/25/2020 for the remainder of the 2019-2020 school year.
 4. Ron Oeltjenbruns, Head Custodian at the Middle School, Family/Medical Leave of Absence, effective 12/5/2019-approximately 2/5/2020.
- d) Retirements/Resignations/Terminations
1. Betty Kline, Head Custodian at Greenvale Park, retirement effective 12/27/2019.
 2. Olivia McCabe, Targeted Services Position, declined position effective 10/31/2019.

D. Co-Curricular Overnight Trip for 2019-2020

Director of Student Activities Joel Olson has provided the enclosed co-curricular overnight trip for the 2019-2020 school year. Mr. Olson is requesting School Board approval.

VII. Superintendent's Report

A. Items for Individual Action

1. American Education Week Proclamation

On a motion by Baraniak, seconded by Hardy, the Board approved the American Education Week Proclamation as follows:

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and WHEREAS, education employees—be they custodians or teachers, bus drivers or educational assistants, office employees or administrators —work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise; NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim November 18-22, 2019, as the 98th annual observance of American Education Week.

Motion carried.

2. Request to Hire Additional General Education EA at Bridgewater

On a motion by Goerwitz, seconded by Iverson, the Board approved the Request to Hire An Additional 6 Hour/Day General Education-Education Assistant at Bridgewater Elementary for the 2019-2020 school year at a cost not to exceed \$29,945 as presented. Motion carried.

VIII. Items for Information

- A. Enrollment Report and Enrollment Options Report. Dr. Hillmann reviewed the November 2019 enrollment report as well as the reformatted 2019-2020 Enrollment Options History Report included in the packet.
- B. Construction Update #16. Dr. Hillmann provided an update on the District's construction projects.
- C. Later School Start Time Update. Dr. Hillmann provided an update on the later school start time planning process. Two community feedback sessions are scheduled in the Northfield High School Auditorium: Monday, November 18, 4:30 p.m. - 6:00 p.m. and Thursday, November 21, 6:30 p.m. - 8:00 p.m. Possible Board work session on Monday, December 16 at 5:00 p.m. with Benjamin Bus.
- D. Bridgewater Elementary School Tours. Superintendent Hillmann will conduct public tours of Bridgewater Elementary School on Saturday, November 23, 9:00 a.m. - 11:00 a.m.

IX. Future Meetings

- A. Monday, November 25, 2019, 7:00 p.m., Regular Board Meeting, NHS Media Center
- B. Monday, December 9, 2019, 7:00 p.m., Regular Board Meeting, NHS Media Center
- C. Monday, January 13, 2020, 7:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, NHS Media Center

X. Adjournment

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

Noel Stratmoen
School Board Clerk