

INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
Tuesday, November 12, 2019, 7:00 p.m.  
Northfield High School Media Center

**AGENDA**

- I. Call to Order
- II. Agenda Approval/Table File
- III. Public Comment
- IV. Announcements and Recognitions
- V. Items for Discussion and Reports
  - A. Area Learning Center Update
  - B. Middle School Update
  - C. Non-Substantive Policy Changes
  - D. Start Time for School Board Meetings
- VI. Consent Agenda
  - A. Approval of Minutes
  - B. Gift Agreement
  - C. Personnel Items
- VII. Superintendent's Report
  - A. Items for Individual Action
    - 1. American Education Week Proclamation
- VIII. Items for Information
  - A. Enrollment Report & Enrollment Options Report
  - B. Construction Update
  - C. Later School Start Time Update
  - D. Bridgewater Elementary School Tours
- 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

**NORTHFIELD PUBLIC SCHOOLS  
MEMORANDUM**

Tuesday, November 12, 2019, 7:00 p.m.  
Northfield High School Media Center

**TO: Members of the Board of Education**  
**FROM: Matthew Hillmann, Ed.D., Superintendent**  
**RE: Explanation of Agenda Items for Tuesday, November 12, 2019, Regular School Board Meeting**

- I. Call to Order
- II. Agenda Approval/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. Area Learning Center Update

Daryl Kehler, ALC Director, will update the School Board about progress towards School Improvement Plan goals, and share activities, accomplishments and challenges occurring at the ALC.
  - B. Northfield Middle School Update

Principal Greg Gelineau will update the School Board about progress towards School Improvement Plan goals, and share activities, accomplishments and challenges occurring at the Middle 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.
  - D. Start Time for School Board Meetings

Superintendent Hillmann and Board Chair Julie Pritchard will facilitate a discussion about the potential of starting regular school board meetings earlier than the existing 7:00 p.m. start time.

VI. Consent Agenda

**Recommendation:** Motion to approve the following items listed under the Consent Agenda.

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

C. Personnel Items

a) Appointments

1. 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.

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.

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.

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.

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

VII. Superintendent's Report

A. Items for Individual Action

1. American Education Week Proclamation.

American Education Week is November 18-22, 2019. In recognition of the 98th annual observance of American Education Week, the Retired Educators Luncheon was held on October 30th and co-sponsored by the Northfield Education Association (NEA).

**American Education Week Proclamation**

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.

**Superintendent's Recommendation:** Motion to approve the American Education Week Proclamation as presented.

VIII. Items for Information

- A. Enrollment Report and Enrollment Options Report. Dr. Hillmann will review 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 will provide an update on the District's construction projects.
- C. Later School Start Time Update. Dr. Hillmann will provide 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



## **Purpose**

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The purpose of this mid-year update to the School Board is to report about progress towards SIP goals, and to share activities, accomplishments, and challenges occurring at each District building.

### What Is Going Well?

Our Goal for the 2019-20 school year

- 60% of ALC students will reach the consistent attendance of 90% as measured by the average of all grading periods for each school year included in this plan.
  - 78.33% achieved GP 1
  - 70.31% achieved GP 2
  - Activities and field trips have been successful in building community
    - Field Trips
      - Renaissance Festival (Renaissance and Reformation Literature)
      - Minnehaha Falls scavenger hunt
    - Activities
      - Fall Frolic Picnic
      - Student Choice Conference
      - Cultural Community Meals
        - Mediterranean
        - Middle East
- 97.9% of students say teachers care about students

Our attendance has been the highest it has been since we started keeping track. We believe this is due to the activities and field trips we have to build a sense of community and belonging. Students also are motivated to earn credits and so groups of students have been attending on a much more consistent basis in order to earn credits. The events we have done so far have all gone really well. Students and staff have enjoyed the events and had a chance to build positive relationships with each other.

### What Problems Are We Trying To Solve?

The growth at the ALC has been tremendous. We have gone from 50-60 students to 90. Part of this growth has been an increase in EL students which has historically been around 7% but is now around 40%. The support from the District has been fantastic as we were able to increase FTE and EL support in response to these changes. We have 3 new classes as a result; one Art History, one Interpersonal Communications, and one EL class. We have also been able to increase EL support through push in of Science, Social Studies, and Independent Study.

## **Summary**

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In summary, although we have had major changes this year the staff continues to display flexibility and patience as we put supports and resources in place to accommodate the students and staff. The changing demographics present challenges but also opportunities for growth of all involved and it has gone well (with room for more growth) as reflected by some staff during rounding sessions. The response of the School Board and Superintendent to add FTE and staffing has been very appreciated as staff and students report feeling supported. We will continue to work on creating an atmosphere that has an appreciation of culture with a base of safety, welcoming, and respectfulness.

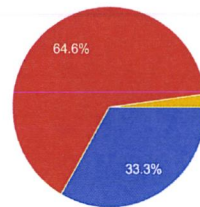
# ALC Building Update

November 2019

# What Is Going Well?

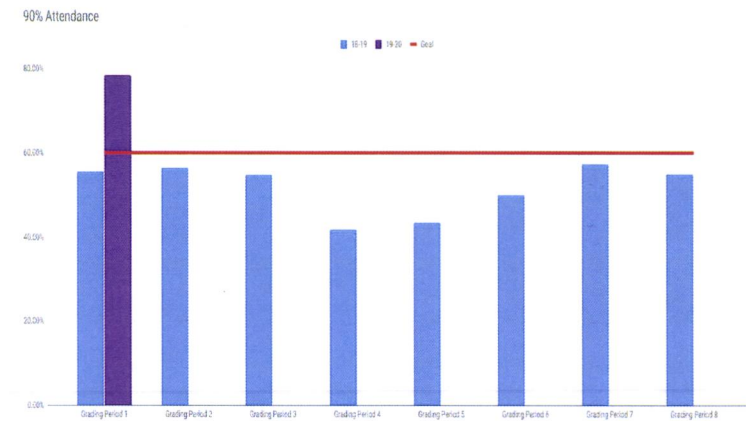


At my school, teachers care about students.  
48 responses



● Strongly Agree  
● Agree  
● Disagree  
● Strongly Disagree

- 60% of ALC students will reach the consistent attendance of 90% as measured by the average of all grading periods for each school year included in this plan.
  - 78.33% achieved GP 1
  - Activities and field trips have been successful in building community
- 97.9% of students say teachers care about students





# What Problems Are We Trying To Solve?

- Unprecedented growth
  - 50-60 students typically, currently at 91
- Large EL population growth
  - 7% to 41% in two years
- Increase in FTE incredibly helpful
  - 2 new classes offered
- Increase in EL FTE incredibly helpful
  - New EL class being offered
- We continue to work on appreciation of cultures and community building
  - Monthly Community Culture meal
    - Mediterranean
    - Middle East
  - Field trips
    - Fall Frolic at park
    - Minnehaha Falls scavenger hunt
    - Renaissance Festival
    - Ropes course upcoming



# Thank You and Questions





## **Purpose**

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The purpose of this mid-year update is to give the school board and families an update on how the middle school is progressing on our four 2019-20 site goals and to be transparent about challenges we are working through.

### What Is Going Well?

- \* We have great systems in place to identify students who are in need of academic and behavior support
- \* We have amazing staff that have a growth mindset and are willing to try new things.
- \* Most of our students in our interventions are showing growth.
- \* We have been sending out positive postcards to students and families once a month and the response has been incredible.
- \* We made a change to our open house to allow for families to attend sessions on technology and middle school supports for students.
- \* We have created a Middle School Parent Advisory as another way to receive feedback.

### What Problems Are We Trying To Solve?

- \* We have accumulated a waiting list for interventions at a faster rate than in previous years.
- \* We still have not been able to get the same growth with our English Language Learner students as we do with non English Language Learner students.
- \* We continue to struggle with students not working on academics, outside of school.
- \* We struggle getting families to attend our parent sessions at events.

## **Summary**

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The middle school is in a good place both academically and social emotionally. Our staff continues to demonstrate a growth mindset and a commitment to the continuous improvement model. I am looking forward to the progress we make on our goals throughout the year, but am also concerned about the effect our enrollment may have on them. We have appreciated all the support the board and Dr. Hillmann has shown us with keeping class sizes reasonable, but if our enrollment stays consistent we will need to look at how and what interventions we support students with.



# **NORTHFIELD MIDDLE SCHOOL**

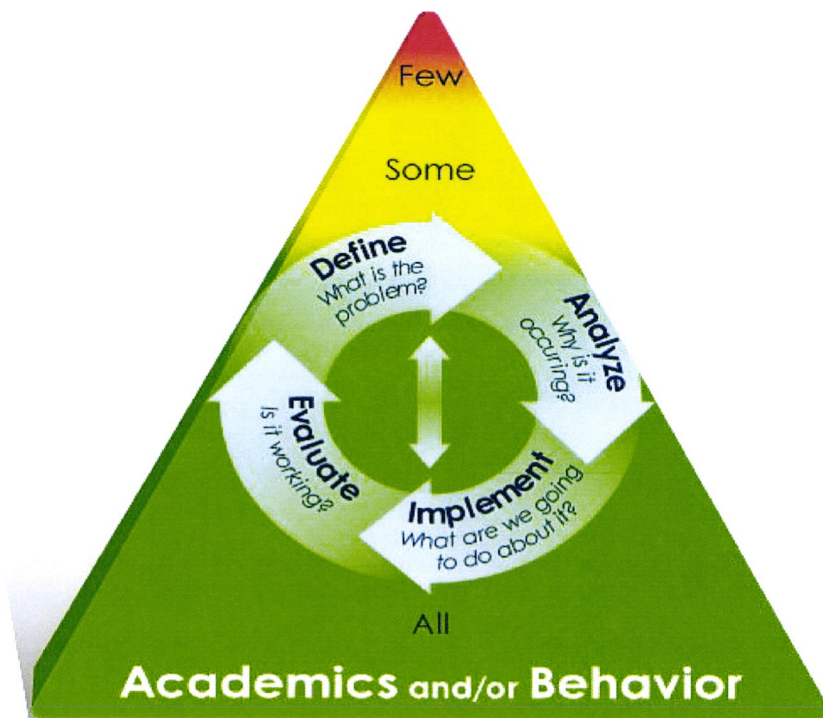
2019-20 Update  
November 12, 2019

# Achievement Goals

**1. Northfield Middle School will have an increase of 5% of all students in grades 6, 7, and 8 who show positive growth on their MCA reading and math test during the 2018-19 school year.**

**2. Northfield Middle School will decrease the achievement gap with our FRP students by 5% in math and reading in grades 6, 7, and 8, as measured by MCA data.**

# What Is Going Well?



**\*We have great systems in place to identify students who are in need of academic and behavior support**

**\*We have amazing staff that have a growth mindset and are willing to try new things.**

**\*Most of our students in our interventions are showing growth.**



# What Problems Are We Trying To Solve?

\*We have accumulated a waiting list at a faster rate than in previous years.

\*We still have not been able to get the same growth with our English Language Learner students as we do with non English Language Learner students.

\*We continue to struggle with students not working on academics, outside of school.

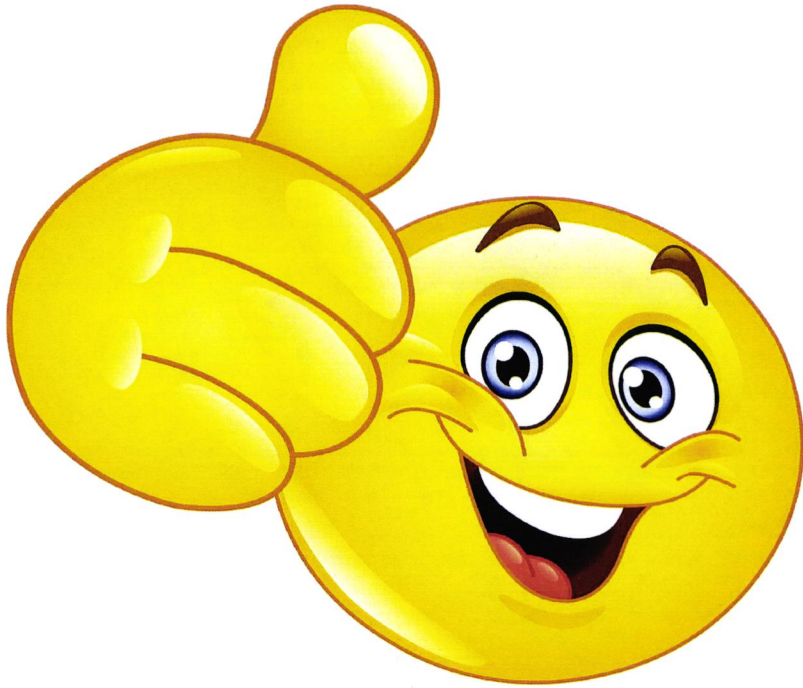


# Climate Goals

**1. Northfield Middle School teachers will increase the number of positive family contacts during the year so our parent satisfaction survey results increase from 2.91 to a 4.0 (5.0 scale).**

**2. Northfield Middle School will maintain the percentage of students and families who feel the transitions between grades was smooth and the students were well prepared. This will be determined based on student and family surveys.**

# What Is Going Well?



- \* We have been sending out positive postcards to students and families once a month and the response has been incredible.
- \* We made a change to our open house to allow for families to attend sessions on technology and middle school supports for students.
- \* We have created a Middle School Parent Advisory as another way to receive feedback.



# What Problems Are We Trying To Solve?

- \* Until we collect the results of our survey to families and students about their transition, we cannot determine what steps we can take to improve.
- \* We struggle getting families to attend our parent sessions at events.



## Thank You and Questions



There has been some interest expressed in considering a start time earlier than 7 p.m. for school board meetings. Below are the results of a survey taken in May 2019 regarding the meeting start time for Big 9 and surrounding area school board meetings to provide additional background for our discussion about this possibility.

Big 9 Regular School Board Meetings	
Albert Lea	5:00 pm
Austin	5:30 pm
Faribault	5:30 pm
Mankato	5:30 pm
Northfield	7:00 pm
Owatonna	5:30 pm
Red Wing	5:30 pm
Rochester	7:00 pm
Winona	6:00 pm

Surrounding Area Regular Board Meetings	
Cannon Falls	6:00 pm
Farmington	6:00 pm
Kenyon-Wanamingo	7:00 pm
Lakeville	7:00 pm
New Prague	6:00 pm
Owatonna	5:30 pm
Randolph	7:00 pm
Tri-City	6:00 pm



**INDEPENDENT SCHOOL DISTRICT 659****PUBLIC HEARING****MINUTES**

Monday, October 28, 2019

6:15 PM - 7:00 PM

Northfield High School Media Center

- I. Call to Order  
Board Chair Julie Pritchard called the Public Hearing of the Northfield Board of Education Independent School District 659 to order at 6:15 p.m. Present: Goerwitz, Hardy, Stratmoen, Quinnell, Baraniak, Iverson, and Pritchard.
- II. Procedures for Public Hearings
- III. Director of Teaching and Learning Mary Grace Hanson and District Assessment Coordinator Hope Langston reviewed outcomes of the 2018-2019 World's Best Workforce Plan and goals and strategies for the 2019-2020 school year.
- IV. Opportunity for Community Feedback  
There was no feedback from community members present.
- V. On a motion by Iverson, seconded by Quinnell, the Public Hearing adjourned at 6:49 p.m.

Noel Stratmoen, School Board Clerk

## NORTHFIELD PUBLIC SCHOOLS School Board Minutes

October 28, 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 Goerwitz, seconded by Iverson, the Board approved the Agenda.
- III. Public Comment  
Public comment was given by Karisa Grothe, 4450 100th Street East, regarding the use of social media by a board member concerns regarding the achievement gap.
- IV. Announcements and Recognitions
  - Congratulations to Junior, Nicole Theberath, who has earned a trip to the State Cross Country meet on Saturday, November 2. The girls team placed 5th in Section 1AA and the boys team placed 10th.
  - The Girls Swim and Dive team won the True Team section meet and the Big 9 conference championship.
  - The Raider Volleyball team won the Big 9 conference and went undefeated in the conference.
  - NHS play *Little Shop of Horrors* is November 1, 2, 8, 9 and a matinee on November 10.
  - The annual bus driver appreciation breakfast is being held Tuesday, October 29, at Bridgewater Elementary from 8:20 am - 9:15 am in the Bridgewater Elementary cafeteria.
  - Honorable mention to Steve Paulson, a Northfield alumnus, who is retiring from Edina Public Schools and is recognized as one of the state's most successful high school coaches.
- V. Items for Discussion and Reports
  - B. Wold/Knutson Construction Update  
Sal Bagley, Architect with Wold Architects and Engineers, and Sr. Project Manager Josh Cooper from Knutson Construction, provided schematic updates for both Longfellow and Greenvale Park renovation projects, and an update on all construction projects in the district.
  - C. Summary of Public Hearing Regarding the 2019-2020 World's Best Workforce Plan  
Director of Teaching and Learning Mary Grace Hanson and District Assessment Coordinator Hope Langston summarized the 2019-2020 World's Best Workforce Plan and responded to questions from the Board. There was no community feedback received at the World's Best Workforce Plan public hearing that preceded the Regular School Board meeting.
  - D. District Services Survey Results  
Superintendent Hillmann presented the Fall 2019 district services survey results.
- VI. Committee Reports  
There were no committee reports.
- VII. Consent Agenda  
On a motion by Quinnell, seconded by Hardy, the Board approved the following Consent Agenda items:
  - A. Minutes
    - Minutes of the Regular School Board meeting held on October 14, 2019.
    - Minutes of the Special School Board meeting held on October 21, 2019.

B. ALC Co-Curricular Overnight Field Trip for 2019-2020

ALC teachers Cheryl Mathison and Eric McDonald requested Board approval for a co-curricular overnight trip for the 2019-2020 school year.

C. University of Minnesota Adjunct Faculty Permission Request

Dr. Hillmann requested Board approval to serve as an adjunct faculty member for the University of Minnesota's College of Education and Human Development. A narrative with additional detail about the request was included in the Board packet.

D. Personnel Items

a) Appointments

1. Madelyn Meyer, Boys Diving Coach for 2 hours/day at the Middle and High School, beginning 11/28/2019; Level E, Step 1
2. Daniel Peterson, Auditorium Technician for up to 15 hours/week with Community Services, beginning 10/25/2019; \$22.74/hr.
3. Warden Lily, Auditorium Technician for up to 19 hours/week with Community Services, beginning 10/23/2019; \$22.74/hr.
4. Rahmah Abdulai, Targeted Services PLUS Student Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Sibley, beginning 11/4/2019-03/19/2020; \$9.86/hr.
5. Alejandra Baltazar, Targeted Services PLUS Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, beginning 11/4/2019-03/19/2020; Step 1-\$13.21/hr.
6. Corey Carney, 1.0 FTE Long Term Substitute Grade 8 English Teacher at the Middle School, beginning 10/21/2019-12/20/2019; BA+30, Step 3
7. Stephanie Ennis, Targeted Services PLUS Teacher for up to 1.25 hours/day Mon.-Thurs. at Greenvale Park, beginning 11/5/2019-05/7/2020; Year 4-\$27.73/hr.
8. David Folland, Assistant Nordic Coach at the High School, beginning 11/11/2019; Level G, Step 2
9. Jack Gustina, Recreation Position-Scorekeeper on Sunday Evenings with Community Services, beginning 10/27/2019-5/31/2020; \$9.86/hr.
10. Brittney Laue, Assistant Girls Hockey Coach at the High School, beginning 10/28/2019; Level E, Step 2
11. Olivia McCabe, Targeted Services PLUS Student Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Sibley, beginning 11/4/2019-03/19/2020; \$9.86/hr.
12. Tony Rezac, Wrestling Coach for 2.5 hours/day at the Middle School, beginning 11/5/2019; Level I, Step 2
13. Erin Runningen, Targeted Services PLUS Student Site Assistant for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, beginning 11/4/2019-03/19/2020; \$9.86/hr.
14. Kathrine Swanson, Recreation Position for 1.5 hours/day on Mondays with Community Services, beginning 10/28/2019-5/31/2020; \$9.86/hr.
15. Emy Torres, Special Ed EA-PCA for 6.75 hours/day at Greenvale Park, beginning 10/28/2019-06/05/2020; Step 4-\$17.10/hr.
16. Amy Willkomm, Special Ed EA-PCA for 5.0 hours/day at Greenvale Park, beginning 10/30/2019-06/05/2020; Step 1-\$15.93/hr.

b) Increase/Decrease/Change in Assignment

1. Margaret Colangelo, Special Ed EA PCA for 5.75 hours/day at the High School, change to Special Ed EA PCA for 6.25 hours/day and Gen Ed EA Supervision for .5 hours/day at the High School, effective 10/22/2019-6/8/2020.
2. Noreen Cooney, School Social Worker at Sibley, add Required Supervision for a staff member getting a License for Social Work, effective 09/4/2019-6/10/2020; \$1,500 stipend
3. Matt Crase, Special Ed EA PCA at the Middle School, add Assistant Wrestling Coach at the Middle School, effective 11/5/2019-6/6/2020; \$14.00/hr.
4. Natalie Czech, Special Ed Teacher at Bridgewater, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/4/2019-03/19/2020; Yr.3-\$27.11/hr.
5. Robbin Hedberg, Special Ed EA PCA at the Middle School, add Targeted Services PLUS Site Lead for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/4/2019-03/19/2020; Step 2-\$16.54/hr.
6. Kristin Johnson, Behavior Coach at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.25 hours/day Mon.-Thurs. at Greenvale Park, effective 10/21/2019-05/7/2020; Yr.3-\$27.11/hr.



7. Brigid McCabe, Special Ed EA PCA for 31.75 hours/week at Longfellow, change to Special Ed EA PCA for 30 hours/week at Longfellow, effective 10/22/2019.
8. Joshua Spitzack, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.25 hours/day Mon.-Thurs. at Greenvale Park, effective 10/21/2019-05/7/2020; Yr.6-\$27.73/hr.
9. Brigitte Tisdale, Title I Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.25 hours/day Mon.-Thurs. at Greenvale Park, effective 10/21/2019-05/7/2020; Yr.6-\$27.73/hr.
10. Tania Will, MTSS Instructional Coach at Sibley, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Sibley, effective 11/4/2019-03/19/2020; Yr.1-\$27.11/hr.
11. Sari Zach, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for up to 1.25 hours/day Mon.-Thurs. at Greenvale Park, effective 10/21/2019-05/7/2020; Yr.1-\$27.11/hr.
12. Russel Boyington, KidVentures Site Assistant at Bridgewater, add School Drama Advisor at the Middle School, effective 11/5/2019-6/6/2020; Level I, Step 1
13. Erik Burton, Teacher at the High School, add Assistant Boys Basketball Coach at the High School, effective 10/25/2019; Level E, Step 1
14. Tina Dokken, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 1.5 hours/day Mon.-Thurs. at the Middle School, effective 10/24/2019-05/12/2020; Yr. 3-\$27.11/hr.
15. Anne Jarvis, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 1.5 hours/day Thursdays at the Middle School, effective 10/24/2019-05/12/2020; Yr. 5-\$27.73/hr.
16. Michael Ludwig, Event Worker, add Community Services Official at the High School, effective 10/25/2019-5/31/2020; \$22.00 per game.
17. Melvin Miller, Building Supervisor with Community Services, add Scheduler with Community Services, effective 10/28/2019-05/31/2020; \$15.25/hr.
18. Ashley Polzin, Teacher at Bridgewater, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/4/2019-03/19/2020; Yr. 1-\$27.11/hr.
19. Brad Prestemon, 9<sup>th</sup> Grade Boys Basketball Coach-Hourly at the High School, change to Assistant Boys Basketball Coach at the High School, effective 10/28/2019; Level E, Step 1
20. Tiffany Ryan, Teacher at Bridgewater, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/4/2019-03/19/2020; Yr. 1-\$27.11/hr.
21. Erik Swenson, Teacher at Bridgewater, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Bridgewater, effective 11/4/2019-03/19/2020; Yr. 6-\$27.73/hr.
22. Gina Swenson, Teacher at Sibley, add Targeted Services PLUS Teacher for up to 1.5 hours/day Mon.-Thurs. at Sibley, effective 11/4/2019-03/19/2020; Yr. 7-\$27.73/hr.
23. John Watkins, General Recreation with Community Services, add Community Services Basketball Official with Community Services, effective 10/25/2019-5/31/2020; \$22.00 per game.
24. Randy Zick, General Recreation with Community Services, add Community Services Basketball Official with Community Services, effective 10/25/2019-5/31/2020; \$22.00 per game.

c) Leave of Absence

1. Correction: Stefanie Bothun, Music Teacher with the District, Family/Medical Leave of Absence for Childcare, effective on or about March 17, 2020, through the remainder of the 2019-2020 school year.
2. Sebastian Burset, EA at the Middle School, Intermittent Leave of Absence, effective 10/21/2019.
3. Erica Hubers, Special Ed EA at Longfellow, Leave of Absence, effective 10/21/2019-11/8/2019.
4. Anna Kelly, Gen Ed EA at Greenvale Park, Family/Medical Leave of Absence, effective 12/2/2019-12/20/2019.
5. Kim Medin, Special Ed Teacher at Bridgewater, Family/Medical Leave of Absence, effective 10/22/2019 on an intermittent basis.

d) Retirements/Resignations/Terminations

E. Gift Agreement

- \$1,218.75 from St. John's Lutheran Church for snack cart at Greenvale Park Elementary

F. Boys Alpine Skiing Cooperative Agreement with Red Wing ISD 256

Director of Student Activities Joel Olson, with approval from the Minnesota State High School League, recommended the addition of Red Wing Public School to the Boys Alpine Skiing cooperative for the 2019-2020 school year.

## VIII. Superintendent's Report

## A. Items for Individual Action

1. World's Best Workforce 2019-2020 Annual Report. On a motion by Goerwitz, seconded by Hardy, the Board approved the 2019-2020 World's Best Workforce Annual Report as presented.

## IX. Items for Information

- A. Enrollment Options Report. Student Information Systems Specialist Christine Neset provided the 2019-2020 Enrollment Options Report. Superintendent Hillmann reviewed this report with the Board.
- B. Retired Educators' Luncheon is scheduled Wednesday, October 30, 2019 at Ruth's On Stafford. Doors open at 11:30 a.m.
- C. National Merit Reception is scheduled Tuesday, November 12, 2019 at 6:00 p.m. in NHS Media Center.

## X. Future Meetings

- A. Tuesday, November 12, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- B. Monday, November 25, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center
- C. Monday, December 9, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

## XI. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 9:06 p.m.

Noel Stratmoen  
School Board Clerk

## NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 30<sup>th</sup> day of October, 2019, by and between Carl Henry Step Up Scholarship Fund of the Capital Group American Funds, 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

\$2,500.00 for Step Up Scholarship, check #76391090.

Carl Henry Step Up Scholarship Fund of the Capital Group  
Donor American Funds

By: Received in District 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)
Carl Henry Step Up Scholarship Fund of the Capital Group American Funds	\$2,500.00	Step Up Scholarship

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

							2019-2020						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	3rd	6th	13th	20th	1st	1st	2nd	6th	3rd	2nd	1st	1st	6/7/20
Longfellow													
Early Childhood	95	98	100	102	99	117							
Total	95	98	100	102	99	117	0	0	0	0	0	0	0
Greenvale Park													
Grade K-2032	75	73	73	74	74	73							
Grade 1-2031	67	68	68	68	67	67							
Grade 2-2030	79	79	79	79	78	79							
Grade 3-2029	60	61	61	61	61	61							
Grade 4-2028	79	79	79	79	79	81							
Grade 5-2027	76	75	75	75	75	75							
Total	436	435	435	436	434	436	0	0	0	0	0	0	0
Sibley													
Grade K-2032	91	91	91	91	91	91							
Grade 1-2031	94	93	93	92	92	92							
Grade 2-2030	86	86	86	86	86	85							
Grade 3-2029	87	86	86	86	86	89							
Grade 4-2028	99	97	97	97	97	97							
Grade 5-2027	95	94	94	94	94	95							
Total	552	547	547	546	546	549	0	0	0	0	0	0	0
Bridgewater													
Grade K-2032	83	84	84	83	82	82							
Grade 1-2031	96	95	95	95	95	94							
Grade 2-2030	96	95	95	95	95	95							
Grade 3-2029	100	100	100	100	100	99							
Grade 4-2028	104	104	104	104	104	104							
Grade 5-2027	118	118	118	118	118	118							
Total	597	596	596	595	594	592	0	0	0	0	0	0	0
Middle School													
Grade 6-2026	330	307	308	308	308	308							
Grade 7-2025	345	341	342	342	341	340							
Grade 8-2024	337	335	335	335	333	335							
Total	1012.0	983.0	985.0	985.0	982.0	983.0	0.0	0	0	0	0.0	0.0	0.0
High School													
Grade 9-2023	324	321	319	320	320	319							
Grade 10-2022	359	358	358	358	358	361							
Grade 11-2021	356	353	353	355	354	354							
Grade 12-2020	301	304	303	303	303	304							
Total	1340	1336	1333	1336	1335	1338	0	0	0	0	0	0	0
ALC													
Grade 9-2023		1	1	2	1	1							
Grade 10-2022	3	5	5	5	14	15							
Grade 11-2021	8	15	18	15	30	33							
Grade 12-2020	21	51	59	60	88	87							
Total	32	72	83	82	133	136	0	0	0	0	0	0	0
Grand Total	4064.0	4067.0	4079.0	4082.0	4123.0	4151.0	0	0	0	0.0	0.0	0.0	0.0
Full Time only (excluding EC and Part-time/Independent Study ALC)	3958.0	3960.0	3960.0	3962.0	3953.0	3966							

11/1/19

## Northfield Public Schools Enrollment Report

LongfellowEarly Childhood

Dorey	14
Gross	10
Kremin	10
Kruse	11
Matthews	8
O'Connor	6
Roth	7
Schnorr	9
Sorenson	11
Waters	15
Webster	4
Winter	12
<b>TOTAL</b>	<b>117</b>

\*\*

Sibley

Grade	Teacher	
K	Born	23
K	Heil	23
K	Matson	23
K	Otte	22
1	Craft	21
1	Downs	22
1	Sasse	28
1	Swenson	21
2	Benhart	22
2	Seeberg	22
2	Soderlund	21
2	Spitzack	20
3	Guggisberg	23
3	Jandro	22
3	Johnson	20
3	Sweeney	24
4	Fox	24
4	Haar	23
4	McManus	28
4	Rud	22
5	Baragary	26
5	Malecha	24
5	Ostermann	21
5	Stulken	24
	<b>TOTAL</b>	<b>549</b>

Greenvale Park

K	Flicek	19
K	Hagberg	19
K	Kortbein	17
K	Ziemann	18
1	Landry	23
1	Nivala	23
1	Zach	21
2	Amundson	24
2	Bulfer	18
2	Johnson	18
2	Larson	19
3	Alvarez, C	22
3	Timerson	19
3	Youngblut	20
4	Clarey	19
4	Dimick	19
4	Garcia	24
4	Hetzel	19
5	Harding	17
5	Russell	21
5	Sickler	18
5	Spitzack	19
	<b>TOTAL</b>	<b>436</b>

Bridgewater

K	Allison	19
K	Cade	21
K	Danielson	21
K	Tran	21
1	Charlton	23
1	Hall	24
1	Hoff	23
1	Lanza	24
2	Ellerbusch	24
2	Lofquist	23
2	Rubin	24
2	Schwaab	24
3	Larson	23
3	Sickler	26
3	Temple	26
3	Truman	24
4	Haley	25
4	Ryan	26
4	Schuster	27
4	Swenson	26
5	DeVries	21
5	Duchene	24
5	Holden	25
5	Kohl	24
5	Polzin	24
	<b>TOTAL</b>	<b>592</b>

Middle School

Grade 6-2026	308
Grade 7-2025	340
Grade 8 2024	335
<b>TOTAL</b>	<b>983</b>

High School

Grade 9-2023	319
Grade 10-2022	361
Grade 11-2021	354
Grade 12-2020	304
<b>TOTAL</b>	<b>1338</b>

Early Childhood**	117
Kindergarten-2032	246
Grade 1-2031	253
Grade 2-2020	259
Grade 3-2029	249
Grade 4-2028	282
Grade 5-2027	288
<b>Total K-5</b>	<b>1694</b>

**Total Middle School**

983

**Total High School**

1338

GRAND TOTAL

4015

ALC 9-12

136

GRAND TOTAL with ALC

4151

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

3966

ALC

Grade 9-2023	1
Grade 10-2022	5
Grade 11-2021	17
Grade 12-2020	44
<b>TOTAL</b>	<b>67</b>

F/T

1
5
17
44
<b>67</b>

\*\*P/T

0
0
0
0
<b>0</b>

\*\*I/S

0
10
16
42
<b>68</b>

TOTAL

1
15
33
87
<b>136</b>



# Northfield Public Schools - Enrollment Options History

	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
<b>Northfield Students Out</b>									
Cannon Falls	2	13	6	0	0	0	0	0	0
CVSEC	21	22	16	0	0	0	0	0	0
Faribault	8	5	6	5	5	9	9	20	17
Farmington	22	19	20	20	23	27	20	18	24
Lakeville	24	25	20	22	22	24	18	21	14
New Prague	34	30	27	21	23	22	22	20	16
Randolph	72	59	65	62	63	55	45	43	29
Tri-City United	7	6	5	5	10	10	9	11	10
Other	37	41	24	47	33	40	70	58	54
Total	227	220	189	182	179	187	193	191	164
<b>Non-Resident In</b>									
Cannon Falls	11	14	13	7	8	13	17	22	15
Faribault	293	266	252	202	167	171	167	148	144
Farmington	14	19	20	13	12	10	12	12	13
Kenyon-Wanamingo	24	17	17	15	17	15	14	18	21
Lakeville	6	11	13	10	8	5	2	12	11
New Prague	11	19	25	19	22	16	19	20	20
Randolph	22	19	28	17	14	18	24	19	16
Tri-City United	27	21	24	20	21	22	16	14	14
Other	11	17	19	10	12	12	26	27	22
Total	419	403	411	313	281	282	297	292	276
<b>Northfield to Non-Public</b>									
St. Dominic's	108	104	100	108	122	122	151	168	169
Other	45	41	40	38	36	41	34	64	66
Total	153	145	140	146	158	163	185	232	235
<b>Northfield to Home School</b>									
	150	137	130	113	120	121	109	115	123
<b>Northfield to Charter</b>									
Prairie Creek	150	152	153	159	152	156	153	166	145
Arcadia	86	95	99	94	90	107	104	120	91
Other	26	31	28	25	30	25	11	14	18
Total	262	278	280	278	272	288	268	300	254
<b>Total Student In</b>									
	419	403	411	313	281	282	297	292	276
<b>Total Students Out</b>									
	792	780	739	719	729	759	755	838	776
<b>Net In/Out</b>									
	-373	-377	-328	-406	-448	-477	-458	-546	-500
	-1.06%	14.94%	-19.21%	-9.38%	-6.08%	4.15%	-16.12%	9.20%	



Construction Update No. 16  
*Presented to the Board on 11.12.2019*  
Matt Hillmann, Ed.D., Superintendent of Schools

Purpose: The purpose of the construction update summary at each Board meeting is to provide information regarding the five construction projects authorized by the public in November 2018. You can view a full history of the construction updates at [www.northfieldschools.org/construction](http://www.northfieldschools.org/construction).

Project	Expected Project Cost	Expected Start Date	Expected Completion Date
Bridgewater Elementary	\$2.13 million	June 2019	October 2019 (entry) November 2019 (new office) January 2020 (current office remodel)
Greenvale Park (new)	\$27.62 million	August 2019	August 2020
Sibley Elementary	\$7.38 million	November 2019	August 2020
GVP Early Childhood Center (remodeling)	\$859,000	June 2020	August 2020
Longfellow School (remodeling)	\$837,000	September 2020	December 2020

**November 2019**

- Initial Longfellow user group meetings concluded on November 7.
- Tours of Bridgewater were offered 4 p.m. - 7 p.m. during conferences on November 4.

**October 2019**

- Longfellow core planning team has concluded and user group meetings are scheduled.
- New GVP core planning team has concluded and user group meetings are scheduled.
- Wold Architects and Knutson Construction provided a thorough schematic and construction update to the Board at the October 28th school board meeting.
- POC met and discussed construction at Bridgewater & New Greenvale Park, design updates at New Greenvale Park, Sibley, renovations at Greenvale & Longfellow, and the elementary furniture design process and meetings.
- The bid opening for the Sibley renovation construction project took place on October 15.
- On October 15, the furniture core planning team toured four elementary schools to explore furniture options.