

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

November 26, 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, Stratmoen, Quinnell, Colangelo, Iverson, and Pritchard. Absent: Hardy.
- II. Agenda Changes / Table File
Table File items were added.
- III. Public Comment
No public comment.
- IV. Announcements and Recognitions
No announcements or recognitions.
- V. Items for Discussion and Reports
 - A. FY2018 Audit Presentations
Craig Popenhagen, Principal with CliftonLarsonAllen, LLP, presented the results of the 2017-18 fiscal year audit. His comments focused on the executive audit summary. The auditors issued a clean opinion on financial statements with one comment. Val Mertesdorf, Director of Finance, presented the projected versus audited general fund budget results. Superintendent Hillmann and the Board of Education commended Director Mertesdorf and the finance office staff for their excellent work.
 - B. Bond Sale Dates and Bond Pre-Sale Report
Jeff Seeley from Ehlers presented the Pre-Sale Report with updated estimates and requested the Board approve the resolution authorizing the approval of the sale of general obligation school building bonds, Series 2019A.
- VI. Committee Reports
Board member Colangelo submitted a report on Northfield Forward and Board Chair Pritchard's report summarized the Schools for Equity in Education (SEE) meeting she and Superintendent Hillmann attended on November 16, 2018.
- VII. Consent Agenda
On a motion by Colangelo, seconded by Iverson, the Board approved the following Consent Agenda items:
 - A. Minutes. Minutes of the November 13, 2018, Regular School Board meeting.
 - B. Gift Agreement.
 - Two (2) RedcatAccess classroom audio systems valued at \$1,756 each; one for Greenvale Park and one for Early Childhood at Longfellow.
 - C. Personnel Items
 - a) Appointments
 1. Derek Docken, Event Worker-Hockey Game Scoreboard for 2 hours/day for 2 days/wk at the High School, beginning 11/19/2018.
 2. Fall/Winter Spring Recreation Positions #2822, Effective November 19, 2018-May 31, 2019
Ella Palmquist, swim aide \$9.65, class lead \$10.50.

3. Gloria Alcocer, Targeted Services PLUS Site Assistant for 1.5 hours/day at Bridgewater, beginning 11/29/2018-5/02/2019; Step 2-\$13.22/hr.
 4. Margaret Fink, ACT Testing Coordinator for Accommodations for up to 20 hours/year at the High School, beginning 11/27/2018-06/30/2019; \$35.00/hr.
 5. Nancy Ivers, 1.0 FTE Long Term Substitute 5th Grade Teacher at Bridgewater, beginning 11/19/2018-01/6/2019; Sub Rate
 6. *Jack Sherrick, Community Services Youth Center Site Assistant for 2.5 hours/day for 4 days/wk at the Middle School, beginning 11/27/2018-05/10/2019. Step 1-\$12.88/hr.
 7. Karie Svien, Special Ed EA-PCA for 6.75 hours/day at the Middle School, beginning 11/29/2018-06/07/2019; Spec Ed Step 2-\$15.96/hr.
- b) Increase/Decrease/Change in Assignment
1. Sebastian Bursat, EL EA for 1 hour/day at the High School, change to 6.83 hours/day at the High School and at the ALC, effective 11/19/2018-06/07/2019.
 2. Nancy Meyers, Educational Assistant Bus EA with the District, add Professional Development for approximately 10-15 hours with the District, effective 11/20/2018-06/07/2019.
 3. Anne Campbell, Spec Ed Teacher at the High School, add an overload for home-based instruction as needed at the High School, effective 11/6/2018-12/19/2018.
 4. Brigid McCabe, Spec Ed EA-PCA at Longfellow/NCRC, add Spec Ed EA-PCA for On My Own Family Ed class for 1.75 hours/day Fridays only at Longfellow/NCRC, effective 12/3/2018-06/07/2019.
- c) Leave of Absence
1. Andria Cornell, Preschool Teacher with Community Services, Family/Medical Leave of Absence for Childcare, effective on or about 03/20/2019-5/3/2019.
 2. Katie O'Connor, Early Childhood Special Ed Teacher at Longfellow, Family/Medical Leave of Absence for Child Care, effective on or about 4/10/2019 for 33 work days.
- d) Retirements/Resignations/Terminations
1. Janet Murray, Administrative Support Assistant Class IV at the District Office, retirement effective 12/31/2018.

VIII. Superintendent's Report

A. Items for Individual Action

1. FY2018 Audit.
On a motion by Quinnell, seconded by Goerwitz, the Board unanimously approved the 2017-18 audit report as presented. Motion carried.
2. Resolution Authorizing The Approval Of The Sale Of General Obligation School Building Bonds, Series 2019A; 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 The Bonds.
On a motion by Stratmoen, seconded by Iverson, the Board unanimously authorized the Resolution Authorizing The Approval Of The Sale Of General Obligation School Building Bonds, Series 2019A; 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 The Bonds.

BE IT RESOLVED by the School Board of Independent School District No. 659, State of Minnesota, as follows:

1. The Board hereby finds that it is necessary and expedient to sell and issue not to exceed \$40,975,000 principal amount of general obligation school building bonds of Independent School District No. 659 (Northfield Public Schools) (the "District") approved by the voters of the District at a special election held on November 6, 2018. Said bonds (the "Bonds") shall provide funds for the acquisition and betterment of school sites and facilities, including the construction and equipping of a new elementary

school facility; the construction of additions to and renovations of the Bridgewater and Sibley Elementary School sites and facilities; the construction of renovations and improvements to the Longfellow School; and the construction of renovations and improvements to the Greenvale Park Elementary School to convert that facility for use as an early childhood center.

2. The Board, having been advised by Ehlers & Associates, Inc., the District's municipal advisor, hereby determines that this issue shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2.

3. On approximately January 10, 2019, the Superintendent or Director of Finance and a Board Officer are authorized and directed to receive all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, the terms of which are ratified and confirmed in all respects, and to approve on behalf of the District the sale of the Bonds to the party submitting the most favorable proposal (the "Purchaser"). If the true interest rate of the most favorable of said proposals does not exceed 4.00% and a favorable recommendation to accept the proposal is received from Ehlers & Associates, Inc., the Superintendent or Director of Finance and a Board Officer are authorized and directed to accept the same as though the price and interest rate had been included herein. In the Terms of Proposal, the District will reserve the right, after proposals are opened and prior to award, to increase or decrease the principal amount of the Bonds offered for sale or the amount of any individual maturity, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The Superintendent or Director of Finance and a Board Officer are authorized and directed to endorse an acceptance on both copies of the most favorable proposal and to send one copy to the Purchaser.

4. Upon approval of the sale of the Bonds by the Superintendent or Director of Finance and a Board Officer, the Board will meet at a subsequent meeting to adopt the necessary approving resolution as drafted by the District's Bond Counsel.

5. (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 Bond 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 Bond 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 Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions 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 or 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 the adoption of the foregoing resolution was duly seconded by Member Iverson and, upon vote being taken thereon, the following voted in favor thereof: Goerwitz, Stratmoen, Quinnell, Colangelo, Iverson, Pritchard

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

3. Management Plan for Lead-in-Water.

On a motion by Iverson, seconded by Goerwitz, the Board unanimously approved the District Management Plan for Lead-in-Water as presented. The State of Minnesota required the formal adoption of our internal plan. Motion carried.

4. Dundas Dome Lease Agreement for 2019.

On a motion by Colangelo, seconded by Quinnell, the Board unanimously approved the lease agreement between Northfield Public Schools and Dundas Dome for the time period January 1, 2019 through December 31, 2019 as presented. Motion carried.

IX. Items for Information

A. World's Best Workforce will be Monday, December 10, 2018 at 6:30 p.m. in the HS Media Center.

B. Police-School Liaison Officer Contract. Superintendent Hillmann recommended the approval of a contract renewal with the City of Northfield for the 2019-2021 calendar years, and that the name be changed from Police-School Liaison Officer to School Resource Officer. He explained the City of Northfield recently completed a compensation study and has increased salaries for employees, including police officers. The District is scheduled to pay the same rate as the previous contract (\$49,852 annually) prorated for the period of January 1, 2019 through June 30, 2019. Beginning July 1, 2019 the District's annual payment will increase to \$58,722, prorated for the second half of 2019. The District covers roughly half of the officer's salary/benefits and is guaranteed at least half of the officer's time. He explained the contract will be an item for action at the December 10th school board meeting.

C. Combined Polling Places for Future Elections. A new election law from the 2017 Legislative Session requires school districts to approve a resolution to combine polling places in the event the school district were to hold a special election. The Board reviewed the recommended combined polling places and Superintendent Hillmann explained the Board will be asked to approve this resolution at the December 10th meeting.

D. NHS Student Activities Fall 2018 Report. Director of Student Activities Joel Olson presented a recap of NHS Fall 2018 athletics and activities, as well as academic achievements.

E. Gymnastics Lease Agreement. The Board received a copy of the signed and executed gymnastics lease agreement for the time period November 26, 2018 through March 31, 2019.

X. Future Meetings

A. Monday, November Monday, December 10, 2018, 7:00 PM, Regular Board Meeting, NHS Media Center

B. Monday, January 14, 2019, 7:00 PM, Organizational School Board Meeting followed by Regular Board Meeting, NHS Media Center

C. Monday, January 28, 2019, 7:00 PM, Regular Board Meeting, NHS Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:09 p.m.

Noel Stratmoen
School Board Clerk