

INDEPENDENT SCHOOL DISTRICT NO. 659
REGULAR SCHOOL BOARD MEETING

Monday, November 28, 2022 ~ 6:00 p.m. ~ Regular Board Meeting
Northfield District Office Boardroom

Zoom Link: <https://northfieldschools-org.zoom.us/j/83390127856?pwd=V010R0ltdFpJTUVUZiVWeVVvMnFuQT09>
Passcode: 509804

AGENDA

1. Call to Order
2. Agenda Approval/Table File
3. Public Comment
4. Announcements and Recognitions
 - a. MCEA Project Award Presentation
5. Items for Discussion and Reports
 - a. Dissolution of Girls Swim/Dive Cooperative Sponsorship
 - b. Northfield High School Facility Plan
 - c. Policy Committee Recommendations
 - d. Superintendent Operations & Strategic Plan Update
6. Committee Reports
7. Consent Agenda
 - a. Minutes
 - b. Gift Agreements
 - c. Northfield Swim Club Agreement
 - d. Personnel Items
8. Items for Individual Action
 - a. Child Nutrition Department District Office Reorganization
 - b. Policy Recommendations
 - c. Rental Rate for Greenvale Park Elementary Gymnasium
 - d. 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
9. Items for Information
10. Future Meetings
 - a. Monday, December 12, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - b. Monday, January 9, 2023, 6:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, Northfield DO Boardroom
 - c. Monday, January 23, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
11. Adjournment

NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM

Monday, November 28, 2022 ~ 6:00 p.m. ~ Regular Board Meeting

Northfield District Office Boardroom

Zoom Link: <https://northfieldschools-org.zoom.us/j/83390127856?pwd=V010R0ltdFpJTUVUZiVWeVVvMnFuQT09>

Passcode: 509804

TO: Members of the Board of Education

FROM: Matthew Hillmann, Ed.D., Superintendent

RE: Explanation of Agenda Items for Monday, November 28, 2022, Regular School Board Meeting

1. Call to Order

2. Agenda Approval/Table File

3. Public Comment

Public comment for this school board meeting may be made in person at the beginning of the meeting and must comply with the district's public comment guidelines.

4. Announcements and Recognitions

- a. MCEA Project Award Presentation. Minnesota Community Education Association (MCEA) board member Bob Lawrence will present the MCEA Project Award to Anika Rychner and Michael Pursell for their work with the NCEC food shelf.

5. Items for Discussion and Reports

- a. Dissolution of Girls Swim/Dive Cooperative Sponsorship. Director of Student Activities Bubba Sullivan recommends the dissolution of the girls swim/dive cooperative sponsorship with Randolph Independent School District 195 beginning with the 2023-2024 school year. The governing boards of each participating school must jointly make an application for dissolution of cooperative sponsorship to the Minnesota State High School League. Approval of this dissolution will be an item for individual action at the next board meeting.
- b. Northfield High School Facility Plan Recommendation. Superintendent Hillmann will offer a recommendation about possible referendum questions intended to remodel Northfield High School, add an athletic fieldhouse, and athletic turf. The proposal includes information about the ice arena issue and how that could be included depending on outcomes of discussions with the City of Northfield and local private partners. An updated preliminary tax schedule and table prepared by Ehlers, Inc. is provided. Sal Bagley from Wold Architects and Engineers and Jeff Sealy from Ehlers, Inc. will also be at the meeting to answer questions and provide requested analysis. Board members can refer to two previous documents — the Nov. 14 Northfield High School (NHS) facility options report and the Aug. 1 Northfield High School facility plan pathways document. The board will be asked at the December 12 board meeting to provide administrators with a direction for the referendum structure and preliminary election timeline.
- c. Policy Committee Recommendations. Dr. Hillmann will present the policy committee's recommendations to policies 603, 652.1, 652, updates to the procedures for policy 652.1, and to sunset policy 651. This will be an item for individual action at the next board meeting.
- d. Superintendent Operations & Strategic Plan Update. Dr. Hillmann will provide an update about district operations and examples of work underway to achieve the district's vision, strategic commitments, and benchmarks.

6. Committee Reports

7. Consent Agenda

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

a. Minutes

- Minutes of the Public Hearing held on November 14, 2022
- Minutes of the Regular School Board meeting held on November 14, 2022

b. Gift Agreements

- \$6,000.00 from Kevin & Nanette Rodgers for each school in the district (ALC, HS, MS, BW, GVP, SC)
- \$1,000.00 from Brian & Patsy Lundquist for girls basketball warm up shirts

c. Northfield Swim Club Agreement

The school board is asked to approve the enclosed agreement with the Northfield Swim Club. This agreement is for the time period November 28, 2022 - November 27, 2023. Updates to the agreement include an increase in custodial fees related to use of the premises outside the normal hours of building operation.

d. Personnel Items

i. Appointments

1. Krissa Anderson, Community School Club Leader at Bridgewater Elementary, beginning 12/5/2022, \$23.65/hour.
2. Bronte Karvel-Fuller, Water Safety Instructor for Community Education/Recreation, beginning 11/22/2022 through 5/31/2023 - \$13.14/hour.
3. Oscar Marquez, Custodian at Bridgewater Elementary, beginning 11/30/2022, Step 5, \$20.75/hour.
4. Michelle Oaxaca, Community School Site Leader at Greenvale Park Elementary, beginning 11/28/2022, Step 2 - \$18.26/hour.
5. Haley Sawatzle, Community School Club Leader at Greenvale Park Elementary, beginning 11/21/2022 through 5/26/2023, \$23.65/hour.
6. Kimberly Seaberg, Class III Office Specialist at Bridgewater, beginning 11/28/2022, Step 2, \$21.65/hour.
7. Tegan Underdahl, .50 FTE Assistant Dance Coach, beginning 11/22/2022, \$2,295/stipend.
8. Carlaa Wallig, Special Education Assistant PCA at the Middle School, beginning 11/15/2022, Step 4 - \$17.70/hour + prorated PCA stipend.

ii. Increase/Decrease/Change in Assignment

1. Paula Baragary, Teacher at Spring Creek Elementary, add Community School Club Leader at Spring Creek Elementary, beginning 10/31/2022 through 5/25/2022, \$23.65/hour.
2. Jennifer Borchers, .40 FTE Assistant Gymnastics Coach, change to .50 FTE Assistant Gymnastics Coach, beginning 11/14/2022. \$2,410.00 Stipend.
3. Tom Dickerson, Special Education Teacher at the High School, add Event Worker at the High School beginning 11/21/2022.
4. Scott Haley, .50 FTE Assistant Girls Hockey Coach, change to .25 FTE Assistant Girls Hockey Coach beginning 10/31/2022, stipend changes from \$2,539.00 to \$1,269.50.
5. Kelly Hebzynski, Mathematics Teacher at the Middle School, add .50 FTE Head Speech Coach at the Middle School and .50 FTE Assistant Speech Coach at the Middle School, beginning 11/28/2022. \$2,793.00 stipend
6. Brittney Hubbard, .50 FTE Assistant Girls Hockey coach, change to .75 FTE Assistant Girls Hockey coach, beginning 10/31/2022. Stipend changes from \$2,539.00 to \$3,808.50.
7. Jennifer Jones, 1.0 FTE Community School Coordinator at Bridgewater Elementary, change to .55 FTE Community School Coordinator at Bridgewater Elementary and a .45 EL Teacher at Bridgewater and Spring Creek Elementary (.45 FTE recall from unrequested leave of absence), beginning 12/5/2022 through 6/9/2023.
8. Bronte Karvel-Fuller, Water Safety Instructor for Community Education/Recreation, add Lifeguard, \$12.14/hour; Program Supervisor, \$12.39/hour; and Program Assistant, \$12.25/hour.
9. Jennifer Lompart, 1.0 FTE EL Teacher at the High School, add ½ overload in lieu of prep period beginning 11/15/2022 through 6/9/2023, 127 student contact days, \$10,706.98 stipend.
10. Andrea Peterson, .30 FTE Assistant Gymnastics Coach, change to .50 FTE Gymnastics Coach, effective 11/14/2022, \$2,410.00 stipend.
11. Marthann Schulte, Special Educational Assistant PCA for 33.75 hrs/week, change to 10.34 hrs/week effective 11/14/2022 through 6/9/2023.

12. Deb Seitz, Special Education Teacher at the Middle School, add .50 FTE Head Speech Coach at the Middle School and .50 FTE Assistant Speech Coach at the Middle School, beginning 11/28/2022, \$2,793 stipend.
13. Dianne Wolbeck - Correction - Diane Wolbeck is a CNA II employee changing from 7.25 hours/day to 7.75 hours/day, beginning 10/25/2022 through 6/9/2023 (originally reported as CNA III).
- iii. Leave of Absence
 1. Jackie Groth, Special Education Educational Assistant PCA at Bridgewater Elementary, FMLA leave of absence beginning December 16, 2022 through December 22, 2022.
 2. Ann Hehr, Grade 4 teacher at Spring Creek Elementary, FMLA leave of absence 11/14/2022 thorough 12/9/2022.
 3. Jill Lauritzen-Kohel, Teacher at the High School, intermittent FMLA leave of absence beginning 11/11/2022.
 4. Makenzie Ludwig, correction on start date of FMLA childcare leave. Leave will begin on or about January 23, 2023.
 5. Kim Slegers, Health Teacher at the High School, extending leave of absence through the end of the 2022-23 school year.
- iv. Retirements/Resignations/Terminations
 - 1.

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

8. Items for Individual Action

- a. Child Nutrition Department District Office Reorganization. The board is asked to approve the district-level child nutrition department administration reorganization presented at the last board meeting. This will extend the Director of Child Nutrition's contract from 43 to 52 weeks and integrate the child nutrition department administrative assistant duties with the district office receptionist duties. These recommended changes will be retroactive to July 1, 2022 for the Director of Child Nutrition and to Oct. 3, 2022 for the district office receptionist.

Superintendent's Recommendation: Motion to approve the child nutrition department restructuring as proposed.

- b. Policy Recommendations. The board is requested to approve the policy committee's recommended updates to policy 655.

Superintendent's Recommendation: Motion to approve the policy committee's recommended updates to policy 655 as presented.

- c. Rental Rate for Greenvale Park Gymnasium. Director of Community Education Erin Bailey is requesting to increase the rental rate for the Greenvale Park gymnasium to align with the rental rate of the Spring Creek and Bridgewater gymnasiums. The district currently charges \$2.00 less per hour for the Greenvale Park gym, which is a carryover rate dating back to when the Greenvale Park gym was the NCEC gym. As per district policy 902, a rental fee schedule, deposit or surety bond schedule and payment procedure shall be presented for review and approval by the school board.

Superintendent's Recommendation: Motion to approve the request to increase the rental rate for the Greenvale Park gymnasium \$2.00 per hour to align with the rental rates of the Spring Creek and Bridgewater gymnasiums.

- d. 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. School districts are required to approve a resolution to combine polling places in the event the school district were to hold a special election. This resolution must be approved by December 31 of each year, whether the school district intends to hold a special election or not. The board must designate the combined polling places they would use in the future calendar year and notify county auditors by sending them a copy of the resolution. Combined polling places must be a location currently designated for use by a

county or municipality. The combined polling locations are the same locations that have been unanimously approved by the board since 2020.

Superintendent's Recommendation: Motion to approve 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.

9. Items for Information

10. Future Meetings

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11. Adjournment

Minnesota State High School League
2100 Freeway Blvd., Brooklyn Center, MN 55430-1735
763-560-2262, Fax: 763.569.0499

Application for DISSOLUTION of Cooperative Sponsorship

Deadline: Not later than the first day of practice for that sport season.

PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make an application for dissolution of cooperative sponsorship.

On behalf of the following schools, we hereby apply for dissolution of the cooperative sponsorship of

Girls' Swim/Dive
(activity) (boys' or girls')

beginning with the **2023 - 2024** school year.

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	City
High School #1:	Northfield HS	Northfield, MN
High School #2:	Randolph HS	Randolph, MN

1. Has the school board of each member school of the existing co-op approved a resolution to dissolve the co-op?

- X **Yes** A copy of the resolution approved by the school board of each member school, stating the reason to dissolve the co-op, **MUST** be included with this application.
- ☐ **No** DO NOT SUBMIT this application until a resolution, stating the reason to dissolve the existing co-op, has been approved by the school board of each member school.

2. Please circle appropriate letter.

	Member School				Reason for the Dissolution
High School #1	A	(B)	C	A.	Our school is dropping the activity.
High School #2	(A)	B	C	B.	Our school will sponsor this activity without a cooperative sponsorship.
High School #3	A	B	C	C.	Our school will sponsor this activity as part of a new cooperative sponsorship. Please submit an Application for Cooperative Sponsorship for the new co-op.
High School #4	A	B	C		

Signature of the person duly authorized by the member school to act on behalf of the member school.

High School #1:	<hr/> Designated School Representative	<hr/> Title of the Designated School Representative
High School #2:	<hr/> Designated School Representative	<hr/> Title of the Designated School Representative
High School #3:	<hr/> Designated School Representative	<hr/> Title of the Designated School Representative
High School #4:	<hr/> Designated School Representative	<hr/> Title of the Designated School Representative

Official Action of the MSHSL Board of Directors

☐ Approved ☐ Not Approved

Signature:

MSHSL Executive Director

Date:

Executive Summary: This report recommends a bond referendum approach to make substantial facility improvements at Northfield High School based on feedback from the district's task force, the professional randomized, stratified sample survey conducted by Morris-Leatherman, and consideration of numerous discussions and perspectives.

Review of what's been done: A task force was convened in March and April 2022 to suggest potential solutions for Northfield High School facility improvements. The board weighed those solutions and, in partnership with the City of Northfield, commissioned a professional, random and stratified voter survey in October 2022 to gauge community support for various options. That report was presented to the board on Oct. 24, 2022.

Recommendation: While the formal determination of any bond referendum question is ultimately the board's to make, I am making a recommendation to spur movement toward a decision. At this juncture, I recommend presenting the voters with at least a three-question referendum. The questions below are intended to provide a summary of each proposed question, not the legal content of the ballot proposal:

Question 1: \$60 million bond referendum for the remodeling of Northfield High School. These improvements would include functional updates to HVAC systems to make a more consistent comfort level throughout the building and internal security. It would improve access to natural light and improve energy efficiency by replacing windows, modernizing insulation, and shifting to LED lighting. It would provide other updated finishes and furniture to provide greater instructional flexibility for teachers. It would modernize career/technical education spaces such as science labs, technology education, and family and consumer sciences. It could reimagine portions of the facility such as the cafeteria and other common spaces. Updates to the auditorium, music spaces, general classrooms, and special education classrooms would also be completed.

Question 2 (contingent on Question 1 passing): \$17 million bond referendum for adding an athletic field house to increase space for physical education classes and sports like basketball, pickleball, tennis, track and field, and volleyball. This facility would include a walking track to be used by the community, will be available to the public through community education, and will make scheduling athletic practices for both youth and high school teams more efficient.

Question 3 (contingent on Questions 1 and 2 passing): \$3 million bond referendum for the purpose of adding artificial turf to the fields adjacent to Memorial Field and other modest updates to the Memorial Field complex. Adding artificial turf to some of the outdoor fields will increase the length of access for physical education courses, community education classes, and athletic teams because they can be used later into the fall and earlier in the spring.

Ice arena: A potential referendum question related to the ice arena is still a consideration. Because it is a multi-faceted community discussion, addition of a referendum question related to the ice arena will need to be finalized at a later date.

Timing: The board is allowed by law to present bond referendum elections in February, April, May, August, and November. In a discussion at the last board meeting, most of the board appeared to favor a timeline to conduct the election in May. Consideration for anything other than November would be based on the mounting need for internal systems improvements at the high school — especially some of the HVAC systems that are nearing end-of-life.

Analysis: Our community has various perspectives about the optimal approach to improving the Northfield High School facility. The voter survey shows substantial support for the district and the high school site improvements. The public understands the need. The survey also demonstrated the reality of what financial parameters voters appear willing to approve. This recommendation seeks to activate that data by proposing quality solutions to the commonly understood high school facility needs that can likely earn the electorate's support. I understand this recommendation will disappoint people who wish for a more dramatic approach to improving the high school facility. I also understand this recommendation may go too far from a tax perspective for others in the community. It is based on many years of listening to students and community members, the task force's work, discussions with architects and financial advisors, and valid and reliable survey data. It includes a solid mix of vision and pragmatism. These solutions would substantially improve the student experience, building operations, and efficiency.

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659

Analysis of Possible Structure for Capital and Debt Levies, Including Potential New School Building Bonds

May 9, 2023 Election: Question #1 (\$60 Million)

<p align="center">\$60,000,000 Bond Issue 25 Annual Levies Wrapped Around Existing Debt</p>
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Type of Bond	Principal Amount	Dated Date	Interest Rate
Voter-Approved Building	\$60,000,000	08/01/23	5.50%

November 22, 2022

Levy Payable Year	Fiscal Year	Tax Capacity Value ¹		Existing Commitments					Other Levies		Existing Tax Rate	Proposed New School Building Bonds				Combined Totals		
		(\$000s)	% Chg	Building Bonds ²	Alt Fac/Fac Maint H&S Bonds ²	Est. Debt Excess ³	Net Levy	Tax Rate	Lease Levy	Capital Project Levy ⁴		Principal	Interest	Add'l. Debt Excess ³	Net Levy	Initial Debt Levy	Net Levy	Tax Rate
2022	2023	34,954	5.9%	4,656,888	1,136,100	(367,636)	5,425,352	15.52	69,592	750,000	17.87	-	-	-	-	6,244,944	6,244,944	17.87
2023	2024	39,699	13.6%	4,602,550	1,176,788	(282,096)	5,497,242	13.85	69,592	750,000	15.91	-	1,650,000	4	-	6,316,834	6,316,834	15.91
2024	2025	40,890	3.0%	2,475,250	1,328,513	(231,174)	3,572,589	8.74	69,592	1,923,069	13.61	-	3,300,000	4	165,000	8,586,954	8,586,954	21.00
2025	2026	42,117	3.0%	3,481,413	-	(152,151)	3,329,262	7.90	69,592	1,980,761	12.77	-	3,300,000	-	3,465,000	8,844,616	8,844,616	21.00
2026	2027	42,959	2.0%	3,526,563	-	(139,257)	3,387,306	7.88	69,592	2,040,184	12.80	55,000	3,300,000	-	3,522,750	9,019,832	9,019,832	21.00
2027	2028	43,818	2.0%	3,527,613	-	(141,063)	3,386,550	7.73	69,592	2,080,988	12.64	325,000	3,296,975	(140,910)	3,662,164	9,199,294	9,199,294	20.99
2028	2029	44,257	1.0%	3,523,150	-	(141,105)	3,382,046	7.64	69,592	2,122,607	12.60	400,000	3,279,100	(146,487)	3,716,568	9,290,814	9,290,814	20.99
2029	2030	44,699	1.0%	3,523,675	-	(140,926)	3,382,749	7.57	-	2,143,833	12.36	560,000	3,257,100	(148,663)	3,859,292	9,385,875	9,385,875	21.00
2030	2031	44,699	0.0%	3,524,542	-	(140,947)	3,383,595	7.57	-	2,165,272	12.41	575,000	3,226,300	(154,372)	3,836,993	9,385,860	9,385,860	21.00
2031	2032	44,699	0.0%	3,524,962	-	(140,982)	3,383,980	7.57	-	2,165,272	12.41	605,000	3,194,675	(153,480)	3,836,179	9,385,431	9,385,431	21.00
2032	2033	44,699	0.0%	3,522,127	-	(140,998)	3,381,128	7.56	-	2,165,272	12.41	640,000	3,161,400	(153,447)	3,838,023	9,384,423	9,384,423	20.99
2033	2034	44,699	0.0%	3,522,179	-	(140,885)	3,381,294	7.56	-	2,165,272	12.41	675,000	3,126,200	(153,521)	3,837,739	9,384,305	9,384,305	20.99
2034	2035	44,699	0.0%	3,524,962	-	(140,887)	3,384,074	7.57	-	2,165,272	12.41	710,000	3,089,075	(153,510)	3,835,519	9,384,865	9,384,865	21.00
2035	2036	44,699	0.0%	3,524,423	-	(140,998)	3,383,425	7.57	-	2,165,272	12.41	750,000	3,050,025	(153,421)	3,836,605	9,385,302	9,385,302	21.00
2036	2037	44,699	0.0%	3,525,769	-	(140,977)	3,384,792	7.57	-	2,165,272	12.42	790,000	3,008,775	(153,464)	3,835,250	9,385,313	9,385,313	21.00
2037	2038	44,699	0.0%	3,524,850	-	(141,031)	3,383,819	7.57	-	2,165,272	12.41	835,000	2,965,325	(153,410)	3,836,931	9,386,022	9,386,022	21.00
2038	2039	44,699	0.0%	3,525,323	-	(140,994)	3,384,329	7.57	-	2,165,272	12.42	880,000	2,919,400	(153,477)	3,835,893	9,385,493	9,385,493	21.00
2039	2040	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	3,950,000	2,871,000	(153,436)	7,008,614	9,173,886	9,173,886	20.52
2040	2041	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	4,285,000	2,653,750	(280,345)	7,005,343	9,170,615	9,170,615	20.52
2041	2042	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	4,520,000	2,418,075	(280,214)	7,004,765	9,170,037	9,170,037	20.51
2042	2043	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	4,770,000	2,169,475	(280,191)	7,006,258	9,171,530	9,171,530	20.52
2043	2044	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,035,000	1,907,125	(280,250)	7,008,981	9,174,253	9,174,253	20.52
2044	2045	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,310,000	1,630,200	(280,359)	7,006,851	9,172,123	9,172,123	20.52
2045	2046	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,600,000	1,338,150	(280,274)	7,004,783	9,170,055	9,170,055	20.52
2046	2047	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,910,000	1,030,150	(280,191)	7,006,966	9,172,238	9,172,238	20.52
2047	2048	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,235,000	705,100	(280,279)	7,006,826	9,172,098	9,172,098	20.52
2048	2049	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,585,000	362,175	(280,273)	7,014,261	9,179,532	9,179,532	20.54
2049	2050	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	-	-	-	-	2,165,272	2,165,272	4.84
Totals				61,036,238	3,641,400	(2,864,105)	61,813,533		487,145	59,262,149		60,000,000	66,209,550	(4,328,972)	125,850,259	247,413,086	247,413,086	

¹ Tax capacity value for taxes payable in 2022 is the final value. Estimates for future years are based on the percentage changes as shown above.

² Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.

³ Debt excess adjustment for taxes payable in 2021 and 2022 are the actual amounts and for taxes payable in 2023 is based on audited fund balance as of June 30,2021. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.

⁴ The district would not be able to make a tax levy to fund payments on the new bonds due during fiscal year 2024, so those payments, estimated at \$1,650,000, would have to be made from funds on hand or bond proceeds.

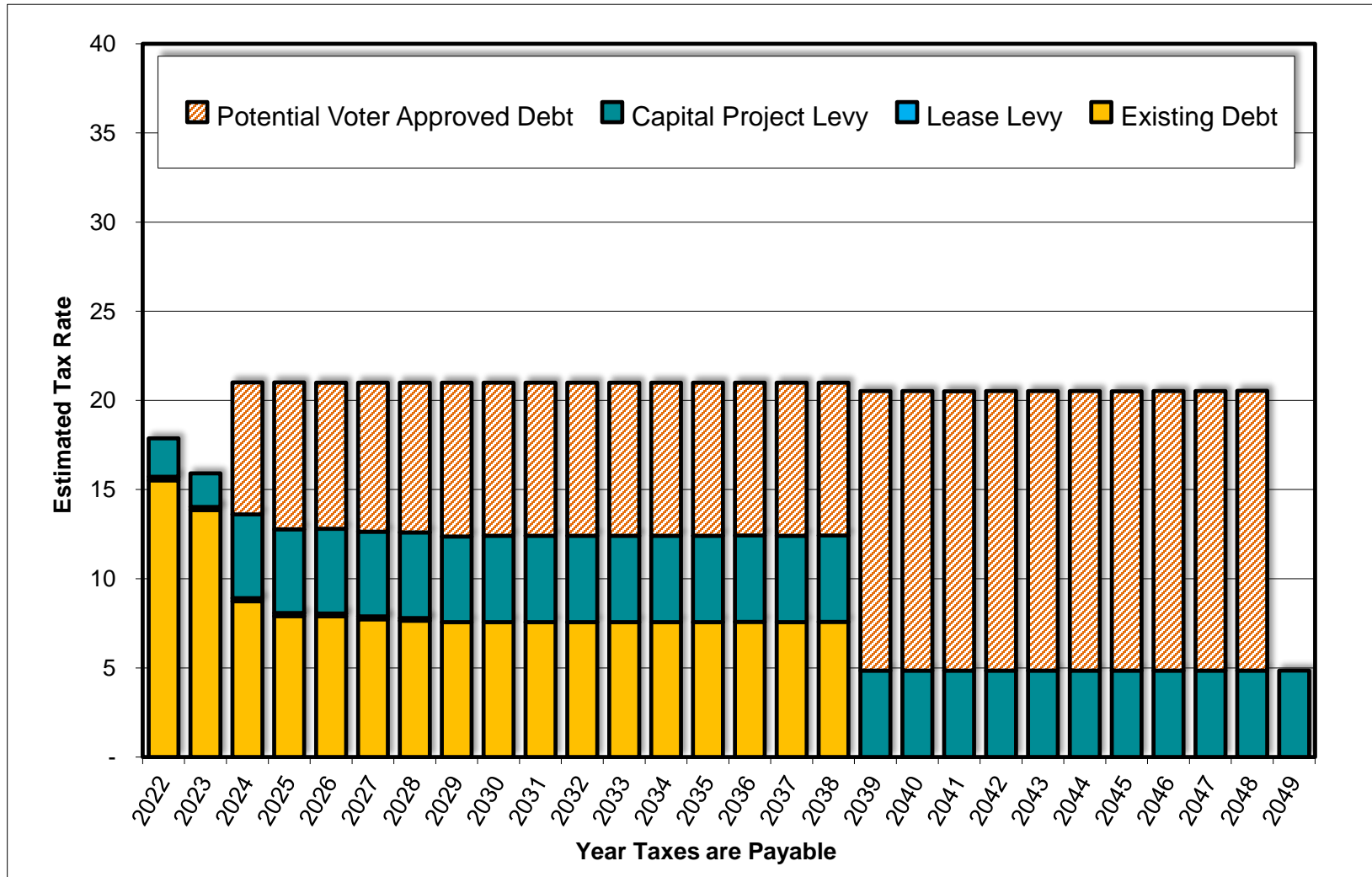
⁵ In order to keep the levy payable in 2024 consistent with later years, a portion of the payments due during fiscal year 2025, estimated at \$579,330, would be made from funds on hand or bond proceeds.

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659
Estimated Tax Rates for Capital and Debt Service Levies
Existing Commitments and Proposed New Debt

\$60,000,000 Bond Issue
25 Annual Levies
Wrapped Around Existing Debt

Date Prepared: November 22, 2022



PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659

Analysis of Possible Structure for Capital and Debt Levies, Including Potential New School Building Bonds

May 9, 2023 Election: Question #1 (\$60 Million) & Question #2 (\$17 Million)

<p align="center">\$77,000,000 Bond Issue 25 Annual Levies Wrapped Around Existing Debt</p>
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Type of Bond	Principal Amount	Dated Date	Interest Rate
Voter-Approved Building	\$77,000,000	08/01/23	5.50%

November 22, 2022

Levy Payable Year	Fiscal Year	Tax Capacity Value ¹		Existing Commitments					Other Levies		Existing Tax Rate	Proposed New School Building Bonds				Combined Totals		
		(\$000s)	% Chg	Building Bonds ²	Alt Fac/Fac Maint H&S Bonds ²	Est. Debt Excess ³	Net Levy	Tax Rate	Lease Levy	Capital Project Levy		Principal	Interest	Add'l. Debt Excess ³	Net Levy	Initial Debt Levy	Net Levy	Tax Rate
2022	2023	34,954	5.9%	4,656,888	1,136,100	(367,636)	5,425,352	15.52	69,592	750,000	17.87	-	-	-	-	6,244,944	6,244,944	17.87
2023	2024	39,699	13.6%	4,602,550	1,176,788	(282,096)	5,497,242	13.85	69,592	750,000	15.91	-	2,117,500	4	-	6,316,834	6,316,834	15.91
2024	2025	40,890	3.0%	2,475,250	1,328,513	(231,174)	3,572,589	8.74	69,592	1,923,069	13.61	-	4,235,000	5	211,750	9,744,147	9,744,147	23.83
2025	2026	42,117	3.0%	3,481,413	-	(152,151)	3,329,262	7.90	69,592	1,980,761	12.77	200,000	4,235,000	-	4,656,750	10,036,366	10,036,366	23.83
2026	2027	42,959	2.0%	3,526,563	-	(139,257)	3,387,306	7.88	69,592	2,040,184	12.80	290,000	4,224,000	-	4,739,700	10,236,782	10,236,782	23.83
2027	2028	43,818	2.0%	3,527,613	-	(141,063)	3,386,550	7.73	69,592	2,080,988	12.64	640,000	4,208,050	(189,588)	4,900,865	10,437,995	10,437,995	23.82
2028	2029	44,257	1.0%	3,523,150	-	(141,105)	3,382,046	7.64	69,592	2,122,607	12.60	745,000	4,172,850	(196,035)	4,967,708	10,541,953	10,541,953	23.82
2029	2030	44,699	1.0%	3,523,675	-	(140,926)	3,382,749	7.57	-	2,143,833	12.36	935,000	4,131,875	(198,708)	5,121,510	10,648,093	10,648,093	23.82
2030	2031	44,699	0.0%	3,524,542	-	(140,947)	3,383,595	7.57	-	2,165,272	12.41	970,000	4,080,450	(204,860)	5,098,112	10,646,978	10,646,978	23.82
2031	2032	44,699	0.0%	3,524,962	-	(140,982)	3,383,980	7.57	-	2,165,272	12.41	1,025,000	4,027,100	(203,924)	5,100,781	10,650,032	10,650,032	23.83
2032	2033	44,699	0.0%	3,522,127	-	(140,998)	3,381,128	7.56	-	2,165,272	12.41	1,085,000	3,970,725	(204,031)	5,104,480	10,650,880	10,650,880	23.83
2033	2034	44,699	0.0%	3,522,179	-	(140,885)	3,381,294	7.56	-	2,165,272	12.41	1,145,000	3,911,050	(204,179)	5,104,673	10,651,239	10,651,239	23.83
2034	2035	44,699	0.0%	3,524,962	-	(140,887)	3,384,074	7.57	-	2,165,272	12.41	1,205,000	3,848,075	(204,187)	5,101,542	10,650,888	10,650,888	23.83
2035	2036	44,699	0.0%	3,524,423	-	(140,998)	3,383,425	7.57	-	2,165,272	12.41	1,270,000	3,781,800	(204,062)	5,100,328	10,649,025	10,649,025	23.82
2036	2037	44,699	0.0%	3,525,769	-	(140,977)	3,384,792	7.57	-	2,165,272	12.42	1,340,000	3,711,950	(204,013)	5,100,534	10,650,598	10,650,598	23.83
2037	2038	44,699	0.0%	3,524,850	-	(141,031)	3,383,819	7.57	-	2,165,272	12.41	1,415,000	3,638,250	(204,021)	5,101,891	10,650,982	10,650,982	23.83
2038	2039	44,699	0.0%	3,525,323	-	(140,994)	3,384,329	7.57	-	2,165,272	12.42	1,495,000	3,560,425	(204,076)	5,104,121	10,653,721	10,653,721	23.83
2039	2040	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	4,800,000	3,478,200	(204,165)	8,487,945	10,653,217	10,653,217	23.83
2040	2041	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,190,000	3,214,200	(339,518)	8,484,892	10,650,164	10,650,164	23.83
2041	2042	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,475,000	2,928,750	(339,396)	8,484,542	10,649,814	10,649,814	23.83
2042	2043	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,780,000	2,627,625	(339,382)	8,488,625	10,653,896	10,653,896	23.83
2043	2044	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,095,000	2,309,725	(339,545)	8,485,416	10,650,688	10,650,688	23.83
2044	2045	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,430,000	1,974,500	(339,417)	8,485,308	10,650,580	10,650,580	23.83
2045	2046	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,785,000	1,620,850	(339,412)	8,486,730	10,652,002	10,652,002	23.83
2046	2047	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	7,160,000	1,247,675	(339,469)	8,488,590	10,653,861	10,653,861	23.83
2047	2048	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	7,550,000	853,875	(339,544)	8,484,525	10,649,797	10,649,797	23.83
2048	2049	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	7,975,000	438,625	(339,381)	8,494,925	10,660,197	10,660,197	23.85
2049	2050	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	-	-	-	-	2,165,272	2,165,272	4.84
Totals				61,036,238	3,641,400	(2,864,105)	61,813,533		487,145	59,262,149		77,000,000	82,548,125	(5,469,163)	159,353,390	280,916,217	280,916,217	

¹ Tax capacity value for taxes payable in 2022 is the final value. Estimates for future years are based on the percentage changes as shown above.

² Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.

³ Debt excess adjustment for taxes payable in 2021 and 2022 are the actual amounts and for taxes payable in 2023 is based on audited fund balance as of June 30,2021. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.

⁴ The district would not be able to make a tax levy to fund payments on the new bonds due during fiscal year 2024, so those payments, estimated at \$2,117,500, would have to be made from funds on hand or bond proceeds.

⁵ In order to keep the levy payable in 2024 consistent with later years, a portion of the payments due during fiscal year 2025, estimated at \$456,765, would be made from funds on hand or bond proceeds.

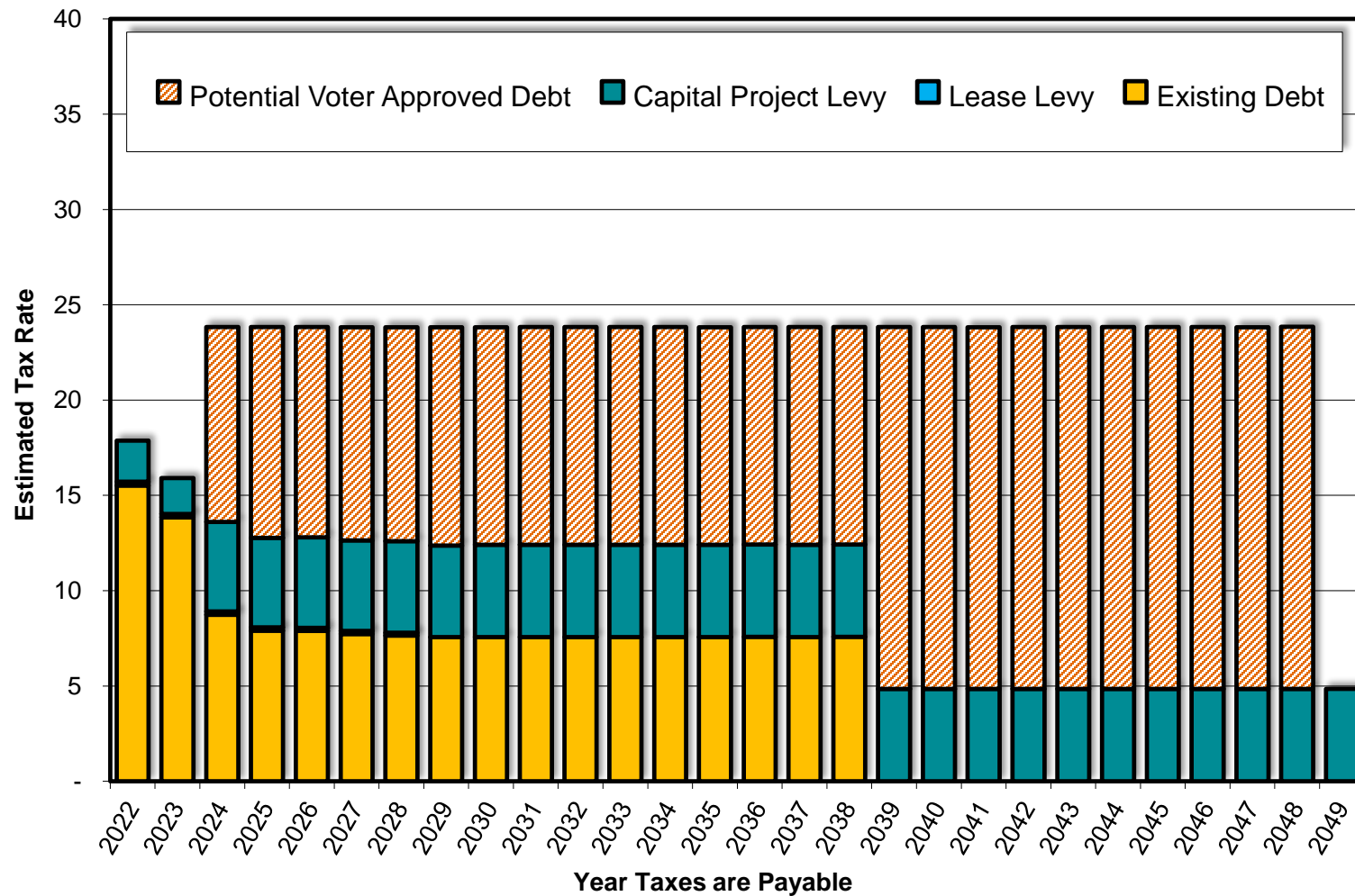
PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659
Estimated Tax Rates for Capital and Debt Service Levies
Existing Commitments and Proposed New Debt

\$77,000,000 Bond Issue
25 Annual Levies
Wrapped Around Existing Debt

Date Prepared:

November 22, 2022



PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659

Analysis of Possible Structure for Capital and Debt Levies, Including Potential New School Building Bonds

May 9, 2023 Election: Question #1 (\$60 Million) & Question #2 (\$17 Million) & Question #3 (\$3 Million)

<p align="center">\$80,000,000 Bond Issue 25 Annual Levies Wrapped Around Existing Debt</p>
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Type of Bond	Principal Amount	Dated Date	Interest Rate
Voter-Approved Building	\$80,000,000	08/01/23	5.50%

November 22, 2022

Levy Payable Year	Fiscal Year	Tax Capacity Value ¹		Existing Commitments					Other Levies		Existing Tax Rate	Proposed New School Building Bonds				Combined Totals		
		(\$000s)	% Chg	Building Bonds ²	Alt Fac/Fac Maint H&S Bonds ²	Est. Debt Excess ³	Net Levy	Tax Rate	Lease Levy	Capital Project Levy		Principal	Interest	Add'l. Debt Excess ³	Net Levy	Initial Debt Levy	Net Levy	Tax Rate
2022	2023	34,954	5.9%	4,656,888	1,136,100	(367,636)	5,425,352	15.52	69,592	750,000	17.87	-	-	-	-	6,244,944	6,244,944	17.87
2023	2024	39,699	13.6%	4,602,550	1,176,788	(282,096)	5,497,242	13.85	69,592	750,000	15.91	-	2,200,000	4	-	6,316,834	6,316,834	15.91
2024	2025	40,890	3.0%	2,475,250	1,328,513	(231,174)	3,572,589	8.74	69,592	1,923,069	13.61	-	4,400,000	5	220,000	9,956,774	9,956,774	24.35
2025	2026	42,117	3.0%	3,481,413	-	(152,151)	3,329,262	7.90	69,592	1,980,761	12.77	245,000	4,400,000	-	4,877,250	10,256,866	10,256,866	24.35
2026	2027	42,959	2.0%	3,526,563	-	(139,257)	3,387,306	7.88	69,592	2,040,184	12.80	340,000	4,386,525	-	4,962,851	10,459,934	10,459,934	24.35
2027	2028	43,818	2.0%	3,527,613	-	(141,063)	3,386,550	7.73	69,592	2,080,988	12.64	710,000	4,367,825	(198,514)	5,133,202	10,670,332	10,670,332	24.35
2028	2029	44,257	1.0%	3,523,150	-	(141,105)	3,382,046	7.64	69,592	2,122,607	12.60	820,000	4,328,775	(205,328)	5,200,886	10,775,131	10,775,131	24.35
2029	2030	44,699	1.0%	3,523,675	-	(140,926)	3,382,749	7.57	-	2,143,833	12.36	1,015,000	4,283,675	(208,035)	5,355,573	10,882,156	10,882,156	24.35
2030	2031	44,699	0.0%	3,524,542	-	(140,947)	3,383,595	7.57	-	2,165,272	12.41	1,055,000	4,227,850	(214,223)	5,332,770	10,881,636	10,881,636	24.34
2031	2032	44,699	0.0%	3,524,962	-	(140,982)	3,383,980	7.57	-	2,165,272	12.41	1,115,000	4,169,825	(213,311)	5,335,755	10,885,007	10,885,007	24.35
2032	2033	44,699	0.0%	3,522,127	-	(140,998)	3,381,128	7.56	-	2,165,272	12.41	1,180,000	4,108,500	(213,430)	5,339,495	10,885,895	10,885,895	24.35
2033	2034	44,699	0.0%	3,522,179	-	(140,885)	3,381,294	7.56	-	2,165,272	12.41	1,245,000	4,043,600	(213,580)	5,339,450	10,886,016	10,886,016	24.35
2034	2035	44,699	0.0%	3,524,962	-	(140,887)	3,384,074	7.57	-	2,165,272	12.41	1,310,000	3,975,125	(213,578)	5,335,803	10,885,149	10,885,149	24.35
2035	2036	44,699	0.0%	3,524,423	-	(140,998)	3,383,425	7.57	-	2,165,272	12.41	1,380,000	3,903,075	(213,432)	5,333,797	10,882,493	10,882,493	24.35
2036	2037	44,699	0.0%	3,525,769	-	(140,977)	3,384,792	7.57	-	2,165,272	12.42	1,455,000	3,827,175	(213,352)	5,332,932	10,882,995	10,882,995	24.35
2037	2038	44,699	0.0%	3,524,850	-	(141,031)	3,383,819	7.57	-	2,165,272	12.41	1,535,000	3,747,150	(213,317)	5,332,940	10,882,031	10,882,031	24.35
2038	2039	44,699	0.0%	3,525,323	-	(140,994)	3,384,329	7.57	-	2,165,272	12.42	1,620,000	3,662,725	(213,318)	5,333,544	10,883,144	10,883,144	24.35
2039	2040	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	4,935,000	3,573,625	(213,342)	8,720,715	10,885,986	10,885,986	24.35
2040	2041	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,335,000	3,302,200	(348,829)	8,720,231	10,885,503	10,885,503	24.35
2041	2042	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,625,000	3,008,775	(348,809)	8,716,654	10,881,926	10,881,926	24.34
2042	2043	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	5,935,000	2,699,400	(348,666)	8,717,454	10,882,726	10,882,726	24.35
2043	2044	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,265,000	2,372,975	(348,698)	8,721,176	10,886,447	10,886,447	24.35
2044	2045	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,605,000	2,028,400	(348,847)	8,716,223	10,881,495	10,881,495	24.34
2045	2046	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	6,970,000	1,665,125	(348,649)	8,718,232	10,883,504	10,883,504	24.35
2046	2047	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	7,355,000	1,281,775	(348,729)	8,719,884	10,885,156	10,885,156	24.35
2047	2048	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	7,760,000	877,250	(348,795)	8,720,317	10,885,589	10,885,589	24.35
2048	2049	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	8,190,000	450,450	(348,813)	8,723,660	10,888,932	10,888,932	24.36
2049	2050	44,699	0.0%	-	-	-	-	-	-	2,165,272	4.84	-	-	-	-	2,165,272	2,165,272	4.84
Totals				61,036,238	3,641,400	(2,864,105)	61,813,533		487,145	59,262,149		80,000,000	85,291,800	(5,665,595)	165,132,319	286,695,145	286,695,145	

1 Tax capacity value for taxes payable in 2022 is the final value. Estimates for future years are based on the percentage changes as shown above.

2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.

3 Debt excess adjustment for taxes payable in 2021 and 2022 are the actual amounts and for taxes payable in 2023 is based on audited fund balance as of June 30,2021. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.

4 The district would not be able to make a tax levy to fund payments on the new bonds due during fiscal year 2024, so those payments, estimated at \$2,200,000, would have to be made from funds on hand or bond proceeds.

5 In order to keep the levy payable in 2024 consistent with later years, a portion of the payments due during fiscal year 2025, estimated at \$427,120, would be made from funds on hand or bond proceeds.

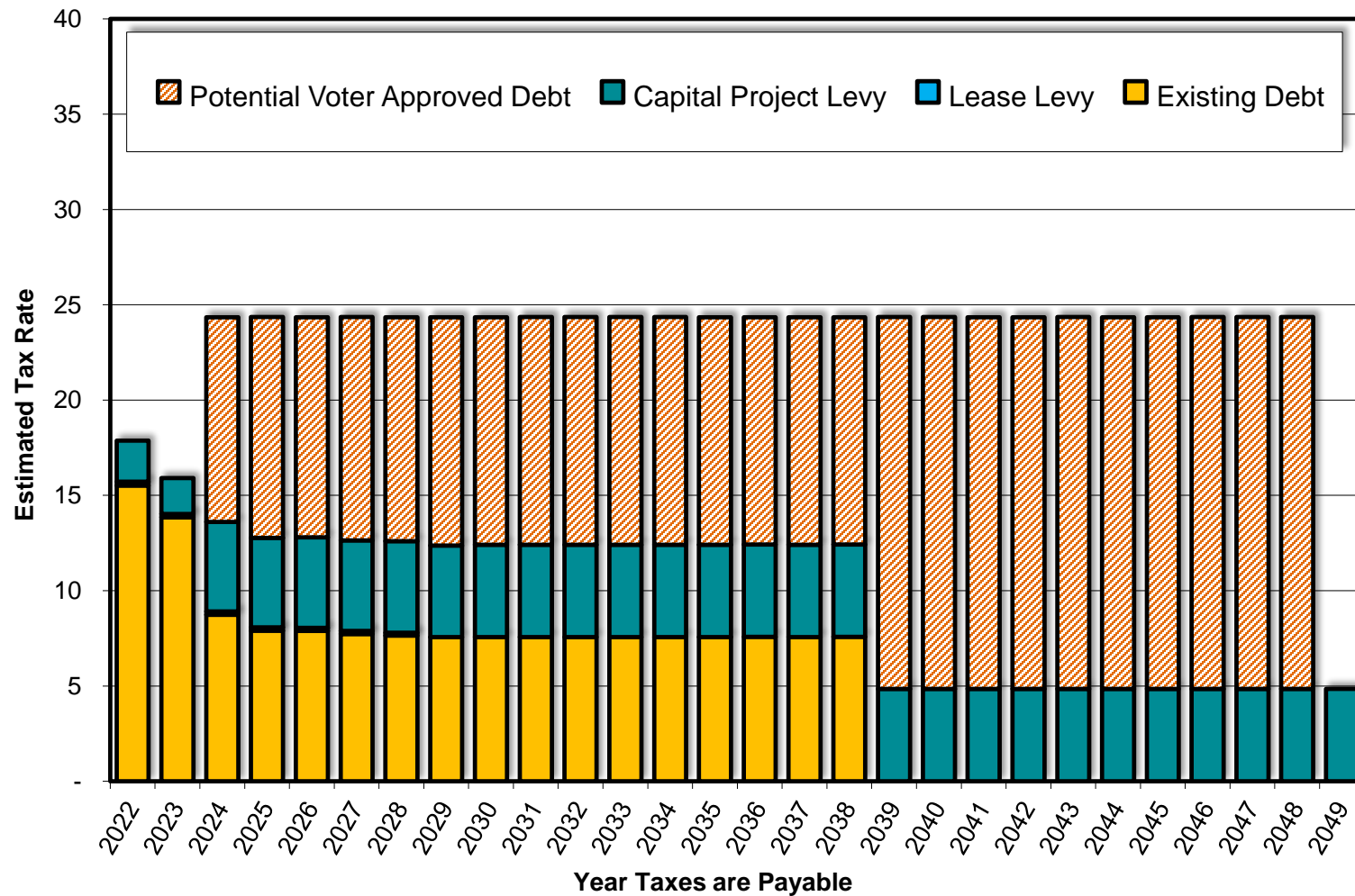
PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659
Estimated Tax Rates for Capital and Debt Service Levies
Existing Commitments and Proposed New Debt

\$80,000,000 Bond Issue
25 Annual Levies
Wrapped Around Existing Debt

Date Prepared:

November 22, 2022



PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659

Analysis of Tax Impact for Potential Bond Issue

November 22, 2022

Assumes May 9, 2023 Election

	Voter Approved Question #1	Voter Approved Question #2	Voter Approved Question #3	Voter Approved Total
Bond Issue Amount	\$60,000,000	\$17,000,000	\$3,000,000	\$80,000,000
Average Interest Rate	5.50%	5.50%	5.50%	5.50%
Number of Years	25	25	25	25

Type of Property	Estimated Market Value	Estimated Change in Annual Taxes from Taxes Payable in 2023 to 2024*			Totals
Residential Homestead	\$100,000	\$16	\$20	\$4	\$40
	125,000	23	28	5	56
	150,000	29	36	7	71
	175,000	35	43	8	86
	200,000	41	51	9	102
	225,000	47	59	11	117
	250,000	54	67	12	133
	275,000	60	74	14	148
	300,000	66	82	15	163
	400,000	91	113	21	225
	500,000	114	141	26	282
Commercial/ Industrial	\$50,000	\$17	\$21	\$4	\$42
	100,000	34	42	8	84
	200,000	74	92	17	183
	400,000	166	205	38	408
	600,000	257	318	58	634
Agricultural Homestead** (average value per acre of land & buildings)	\$7,000	\$0.24	\$0.30	\$0.05	\$0.59
	8,000	0.27	0.34	0.06	0.68
	9,000	0.31	0.38	0.07	0.76
	10,000	0.34	0.42	0.08	0.85
	11,000	0.38	0.47	0.09	0.93
Agricultural Non-Homestead** (average value per acre of land & buildings)	\$7,000	\$0.48	\$0.59	\$0.11	\$1.18
	8,000	0.55	0.68	0.12	1.35
	9,000	0.62	0.76	0.14	1.52
	10,000	0.69	0.85	0.16	1.69
	11,000	0.76	0.93	0.17	1.86

* Estimated tax impact includes principal and interest payments on the new bonds. The amounts in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Owners of homestead property may qualify for a refund, based on their income and total property taxes. This may change the net effect of the proposed bond issue for those property owners.

For commercial-industrial property, the tax impact estimates above are for property in Rice and Goodhue counties. For commercial-industrial property in Dakota county, the tax impact would be less than shown above, due to the impact of the Twin Cities Fiscal Disparities program.

** For all agricultural property, estimated tax impact for taxes payable in 2023 and after includes a 70% reduction due to the School Building Bond Agricultural Credit. Average value per acre is the total estimated market value of all land & buildings divided by total acres. If the property includes a home, then the tax impact on the house, garage, and one acre of land will be calculated in addition to the taxes per acre, on the same basis as a residential homestead or non-homestead property. If the same property owner owns more than approximately \$1.9 million of agricultural homestead land and buildings, a portion of the property will be taxed at the higher non-homestead rate.

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield Public School District, ISD No.659

Analysis of Tax Impact for Potential Bond Issue

November 22, 2022

Assumes May 9, 2023 Election

	Voter Approved Question #1	Voter Approved Question #2	Voter Approved Question #3	Voter Approved Total
Bond Issue Amount	\$60,000,000	\$17,000,000	\$3,000,000	\$80,000,000
Average Interest Rate	5.50%	5.50%	5.50%	5.50%
Number of Years	25	25	25	25

Type of Property	Estimated Market Value	Estimated Change in Annual Taxes from Taxes Payable in 2023 to 2024*			Totals
Residential Homestead	\$100,000	\$16	\$20	\$4	\$40
	125,000	23	28	5	56
	150,000	29	36	7	71
	175,000	35	43	8	86
	200,000	41	51	9	102
	225,000	47	59	11	117
	250,000	54	67	12	133
	275,000	60	74	14	148
	300,000	66	82	15	163
	400,000	91	113	21	225
	500,000	114	141	26	282
Commercial/ Industrial	\$50,000	\$17	\$21	\$4	\$42
	100,000	34	42	8	84
	200,000	74	92	17	183
	400,000	166	205	38	408
	600,000	257	318	58	634
Agricultural Homestead** (average value per acre of land & buildings)	\$7,000	\$0.24	\$0.30	\$0.05	\$0.59
	8,000	0.27	0.34	0.06	0.68
	9,000	0.31	0.38	0.07	0.76
	10,000	0.34	0.42	0.08	0.85
	11,000	0.38	0.47	0.09	0.93
Agricultural Non-Homestead** (average value per acre of land & buildings)	\$7,000	\$0.48	\$0.59	\$0.11	\$1.18
	8,000	0.55	0.68	0.12	1.35
	9,000	0.62	0.76	0.14	1.52
	10,000	0.69	0.85	0.16	1.69
	11,000	0.76	0.93	0.17	1.86

* Estimated tax impact includes principal and interest payments on the new bonds. The amounts in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Owners of homestead property may qualify for a refund, based on their income and total property taxes. This may change the net effect of the proposed bond issue for those property owners.

For commercial-industrial property, the tax impact estimates above are for property in Rice and Goodhue counties. For commercial-industrial property in Dakota county, the tax impact would be less than shown above, due to the impact of the Twin Cities Fiscal Disparities program.

** For all agricultural property, estimated tax impact for taxes payable in 2023 and after includes a 70% reduction due to the School Building Bond Agricultural Credit. Average value per acre is the total estimated market value of all land & buildings divided by total acres. If the property includes a home, then the tax impact on the house, garage, and one acre of land will be calculated in addition to the taxes per acre, on the same basis as a residential homestead or non-homestead property. If the same property owner owns more than approximately \$1.9 million of agricultural homestead land and buildings, a portion of the property will be taxed at the higher non-homestead rate.

Policy 603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the Northfield School District curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the district.

III. RESPONSIBILITY

The superintendent or their designee shall be responsible for curriculum development and for determining the most effective way of conducting research on the district's curriculum needs and establishing a long-range curriculum development program. Timelines shall be determined by the superintendent or their designee that will provide for periodic reviews of each curriculum area.

IV. DISTRICT ADVISORY COMMITTEE

- A. The board shall establish an advisory committee to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
- B. The district advisory committee, to the extent possible, shall reflect the diversity of the district and its school sites, include teachers, parents, support staff, students, and other community residents, and provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents shall comprise at least two-thirds of advisory committee members.
- C. The district advisory committee shall pursue community support to accelerate the academic and native literacy and achievement of English learners with varied needs, from young children to adults, consistent with Minnesota Statutes section 124D.59, subdivisions 2 and 2a.
- D. The district may establish site teams as subcommittees of the district advisory committee.
- E. The district advisory committee shall recommend to the board:
 - 1. Rigorous academic standards, student achievement goals and measures consistent with Minnesota Statutes section 120B.11, subdivision 1a, section 120B.022, subdivisions 1a and 1b, and section 120B.35.
 - 2. District assessments.

3. Means to improve students' equitable access to effective and more diverse teachers.
 4. Program evaluations.
- F. School sites may expand upon district evaluations of instruction, curriculum, assessments, or programs.

V. CURRICULUM DEVELOPMENT PROCESS

- A. Within the ongoing process of curriculum development, the following needs shall be addressed:
1. Provide for articulation of courses of study from kindergarten through grade twelve.
 2. Identify minimum objectives for each course and at each elementary grade level.
 3. Provide for continuing evaluation of programs for the purpose of attaining district objectives.
 4. Provide a program for ongoing monitoring of student progress.
 5. Provide for specific, particular, and special needs of all members of the student community.
 6. Develop a local literacy plan to have every child reading at or above grade level no later than the end of grade 3, including English learners, and teachers providing comprehensive, scientifically based reading instruction consistent with law.
 7. Integrate required and elective course standards in the scope and sequence of the district curriculum.
 8. Meet all applicable requirements of the Minnesota Department of Education and federal law.
- B. Students identified as not reading at grade level by the end of kindergarten, grade 1, and grade 2 must be screened for characteristics of dyslexia. Students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified. See Minnesota Statutes section 120B.12, Subd. 2.
- C. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minnesota

Statutes section 120A.20, Subd. 1(c). A student's plan under this section shall continue while the student is enrolled.

- D. The superintendent shall be responsible for keeping the board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for board review and approval.
- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement board policy relating to curriculum development.

Policy 603 Curriculum Development

Adopted: 09.27.2004; Revised: 01.13.2020; Non-Substantive Update: 03.25.2022; Substantive Update: INSERT DATE HERE

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References:

Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.12 (Reading Proficiently No Later than the End of Grade 3)
Minn. Stat. § 120B.125(f) (Planning for Students' Successful Transition to Postsecondary Education and Employment)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References:

MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

Procedures for Policy 652.1: Reconsideration of Textbooks & Instructional Materials

The right of any individual to free access to materials is basic to a democratic society and to the educational growth of its members. In spite of this, occasional objections to instructional materials will be made. The review of materials questioned by a district resident or employee of the Northfield School District will be treated objectively as an important action through a standing committee. Every effort will be made to consider the objections, keeping in mind the best interest of the students, the school, the curriculum and the community. All residents and employees of the school district shall adhere to the Procedures for Reconsideration of Textbooks and Instructional Materials.

Definitions

An objection is defined as ~~a verbal or~~ submission of the district's reconsideration of textbooks and instructional materials form ~~written statement~~ by a district resident or ~~employee of the school district~~ employee questioning the use of certain instructional materials.

~~Instructional materials are defined as print, non-print and person resources used in the education of a student in the classroom, the media center or the activities program.~~

The Reevaluation Committee

1. The ~~Committee for Reevaluation~~ committee of Resources shall ~~have be made up yearly of seven~~ nine members appointed annually by July 1.
 - a. One building principal or assistant principal appointed by the Northfield Principal's Association.
 - b. One elementary teacher appointed by the Northfield Education Association (NEA)
 - c. One secondary teacher appointed by the NEA.
One special education teacher appointed by the NEA
 - d. One professional media person appointed by the superintendent ~~media staff.~~
 - e. One student from the high school appointed by the District Youth ~~high school student~~ Council.
 - f. ~~One person appointed by the elementary parent or parent advisory committee PTO parent representative councils. This position shall be rotated between the three buildings.~~
 - g. ~~One person appointed by the secondary parent representative councils. This position shall be rotated between the middle school and the high school.~~
Three parents/caregivers: one elementary parent/caregiver; one secondary appointed by the district's curriculum advisory committee; and one special education parent appointed by the special education advisory committee.
 - g. The superintendent, the Director of Instructional Services, and one member from the Board of Education shall be appointed as ex officio members.
2. Members are appointed for a one-year term but may be reappointed.
3. When required, an organizational meeting of those ~~seven~~ nine members should:
 - a. Elect a chairperson.
 - b. Elect a recording secretary.

- c. May appoint up to three additional district residents and/or district staff members of the school district as ex officio members for one year.
 - d. Review procedures for conducting reevaluation meetings.
4. Should a ~~Re-evaluation C~~committee member be involved with an objection, a temporary replacement from that category shall be appointed by the chair. Once the committee has reached a decision the member shall return as a participating member of the committee.
 5. No instructional materials reevaluated by the committee will be eligible for further reevaluation within three years following the committee's decision. Copies of the committee or board's previous decisions will be available.
 6. Meetings of the ~~C~~committee ~~for Re-evaluation of Instructional Materials~~ follow state public meeting law. Meetings must be publicly announced and must be open. Persons having interest in the proceedings are allowed to attend as observers. Copies of these procedures and completed Request Form for Reevaluation of Instructional Materials will be available upon request.

Procedures

1. All objections, ~~verbal or written~~, should be directed to the ~~building principal~~ Director of Instructional Services. The ~~principal~~ Director of Instructional Services, along with an appropriate professional staff member, will meet with the objector within three (3) days of receiving the objection. They will explain the selection and reevaluation procedures and reasons why the instructional material is being used. They shall refrain from voicing personal opinion.
2. In the event that the objector is not satisfied with the initial explanation, ~~then the principal~~ Director of Instructional Services will invite the objector to fill out and return a [Request Form for Reevaluation of Instructional Materials](#).
3. Upon receipt of the completed form the ~~principal~~ Director of Instructional Services will forward copies to the chairperson of the committee ~~for Re-evaluation of Instructional Materials~~.
4. The chairperson of the committee ~~for Re-evaluation of Instructional Materials~~ shall:
 - a. Notify committee members of the objection and set up a meeting.
 - b. Distribute a copy of the completed form to all committee members.
 - c. Obtain published reviews of the material being objected to if possible.
 - d. Arrange for review of the questioned material by all committee members.
5. The committee will:
 - a. Complete the process within a period of time not to exceed six months.
 - b. Form opinions about the material based on its value as a whole.
 - c. Allow use of the material during the reevaluation process.
 - d. Discuss the material in the context of the education program.
 - e. Invite the objector, the professional media person or teacher and administrator involved to the reevaluation meeting to express their viewpoints.
 - f. Make a decision by a public vote. In case of a tie vote, the objections shall be denied.
 - g. Forward a completed report ~~of the Re-evaluation Committee~~ to the objector, the building principal, the superintendent and the professional media person or teacher involved.

- h. The objector may appeal the decision of the committee to the school board.

Procedures 652.1 Reconsideration of Textbooks & Instructional Materials
NORTHFIELD SCHOOL DISTRICT NO. 659
Northfield, Minnesota Procedure
Dated: 04.07.2008; Updated: INSERT DATE HERE

Policy 652.1 RECONSIDERATION OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction for reconsideration of textbooks and instructional materials for the Northfield School District.

II. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS

- A. ~~The school board recognizes differences of opinion on the part of some members of the district community relating to certain areas of the instruction program. Interested persons~~ District residents who have concerns about specific instructional programs may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.
- B. The superintendent shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of textbooks or other instructional materials.
- C. The superintendent shall present a procedure to the board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the board, such procedure shall be an addendum to this policy.

Policy 652.1 Reconsideration of Textbooks & Instructional Materials

Adopted: 04.28.2008; Updated: INSERT DATE HERE

Board of Education
INDEPENDENT SCHOOL DISTRICT NO. 659
Northfield, Minnesota

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development, Implementation and Delivery)
MSBA/MASA Model Policy 648 (Instructional Programs)

Policy 652 INSTRUCTIONAL MATERIALS SELECTION AND PRODUCTION

I. GENERAL STATEMENT PURPOSE

The Northfield School District School Board of Education requires that instructional materials be selected and produced in support of the school district's mission, and instructional goals, as identified through the Program Improvement Process (~~Policy 603 Curriculum Development, Implementation and Delivery~~), and required program offerings (Policy 648 - Instructional Programs).

II. Responsibility: GENERAL STATEMENT

The board delegates the responsibility for developing and managing a process for selection and production of instructional materials to the superintendent and ~~his/her~~ their designees.

III. DEFINITION OF INSTRUCTIONAL MATERIALS

In general, instructional materials are defined as those items that are read, listened to, viewed, observed, manipulated, or experienced by students as part of the instructional process. They may be consumable or nonconsumable and may vary greatly in the kind of student response they stimulate. Instructional materials include but are not limited to books, textbooks, teacher manuals, kits, games, computer software, electronic information resources, apparatuses, ~~media collection of books, films, filmstrips, records, tapes, slides, CDs, DVDs, microfilms~~ music, video, audio recordings, and other print and non-print materials.

IV. PURPOSES FOR SELECTION AND PRODUCTION OF MATERIALS

The purposes for selection and production of materials is to provide:

- A. Core and supplementary materials which support and are consistent with the district's curriculum as well as the varied interests, abilities and maturity levels of the students, and align with state standards.
- B. A comprehensive set of media collection instructional materials representative of a broad array of knowledge, skills and attitudes.
- C. A comprehensive set of media collection instructional materials representative of varied gender, ethnic, cultural and religious groups.
- D. Core/supplementary and media collection instructional materials presenting multiple perspectives on issues.

- ✕ The principal is responsible to ensure that instructional materials are used at the building in concordance with curricular goals and, if selected at the site, are developmentally appropriate for the students. This responsibility applies regardless of whether the materials are presented by teachers, parents, students, community members, guest speakers or other persons.

Adopted: 09.7.2004; Revised: INSERT DATE HERE

Board of Education
INDEPENDENT SCHOOL DISTRICT NO. 659
Northfield, Minnesota

Legal Reference: Public Law 94-553 – copyright

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 644 (Community Resource Persons)

Policy 651 - Community-School Involvement in Setting Goals, Evaluating Progress and Planning Improvements in the Instructional Program: District Educational Program Advisory Council

- I. In compliance with M.S. 120.11, Subd. 3, the purpose of the District Educational Program Advisory Council is to provide for the combined planning of community and professional staff in curriculum planning and evaluation of the educational program, including state graduation standards.
- II. The Superintendent and the Director of Teaching and Learning are responsible for the organization and functioning of the District Educational Program Advisory Council.
- III. Functions of the District Educational Program Advisory Council include the following:
 - A. Annually recommend goals related to curriculum, student achievement, and student services.
 - B. Evaluate progress toward their annual recommendations.
 - C. Report their annual recommendations and progress toward them to the entire school community.
- IV. The membership of the District Educational Program Advisory Council includes the following:
 - A. Parents / Guardians.
 - B. Other community members.
 - C. Classroom teachers.
 - D. Administrators and/or staff.
 - E. School Board representation.
- V. The District Educational Program Advisory Council reports annually to the Superintendent, School Board, and general public.

Policy 651 Adopted: 9/27/04

Policy Revised:

School Board
INDEPENDENT SCHOOL DISTRICT 659
Northfield, Minnesota

Legal Reference:

Policy 616 - School District System Accountability

Executive Summary: This report provides an overview of the district's operations, bright spots, anti-racism work, and progress toward the district's vision, commitments, and benchmarks outlined in the [2027 strategic plan](#).

Rounding

strategic commitment highlights: people, communication

Leader “rounding” is an employee engagement tactic rooted in training from Studer Education. Rounding is an opportunity for administrators to meet with their direct reports and learn, in a structured manner, about their workplace experience. It is both relationship-building and qualitative data collection. During a rounding conversation, these general questions are asked (the administrator may slightly modify them):

- What's going well?
- What is one thing we could be doing better?
- Are you feeling supported?
- Who can I recognize on your behalf for their good work?

This fall, administrators completed at least 360 rounding sessions with staff. After the rounding window, administrators submit a “3-2-1 report” for their building or department. These reports include the top themes for what is going well (top three themes), what could be improved (top two themes), and one leader action taken to address the areas for improvement. All administrators met in early November to review their rounding summaries and compare feedback from the district.

The top themes identified in this rounding window were:

- Good process leads to success
- People feel connected, strong relationships
- People have the resources they need
- Collaboration leads to success
- Communication - clear, ongoing, timely, predictable
- Benefits of LETRS training
- PLCs look different; feedback was received and heard
- “Today's problems are caused by yesterday's solutions” (Senge)

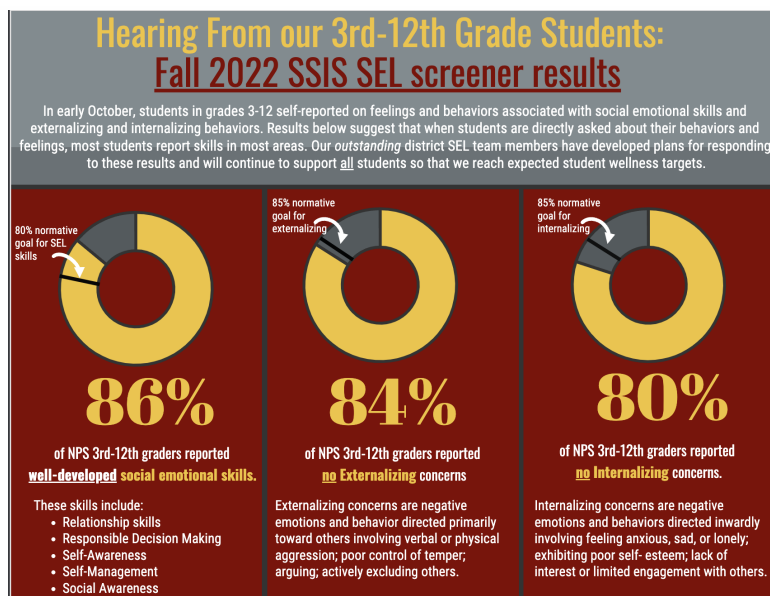
The “shoutout” question provides an opportunity to provide specific feedback to staff members to let them know they make a difference for others in their workplace. This specific feedback, from a colleague via their administrator, is “rocket fuel” for workplace culture because it reinforces high-performance practices and effort.

Social Skills Improvement System (SSIS) Screening Report

strategic commitment highlights: people, learner outcomes, equity

In early October, students in grades 3-12 self-reported feelings and behaviors associated with social-emotional skills and externalizing and internalizing behaviors through the SSIS screening survey. Principals shared the building results in parent communication, but our district-level results are visualized below.

Our district results indicate that most students report having skills in these areas when they are directly asked about their behaviors and feelings. The district Social Emotional Learning (SEL) team staff members have developed plans for responding to these results and will continue to support all students so that we reach expected student wellness targets.



Click the image for the [full-size](#) version

For clarification, one document shared with families about the SSIS described the instrument as aligned to “state Social Emotional Learning standards.” This letter, provided by the vendor for use in many states, should have been updated to say that the tool aligns with “state implementation guidance.” Minnesota has not adopted explicit state social-emotional learning standards. Instead, the Minnesota Department of Education provides recommended “implementation guidance” to schools and districts.

Short-Cycle Goals

strategic commitment highlights: learner outcomes, equity

As part of the continuous improvement process, the school improvement plan progress monitoring is moving toward shorter cycle reporting than in the past. Short-cycle reporting intends to give more frequent reflection points to validate that current instructional practices have the intended effect and to determine progress toward the goal. It allows for analysis and reflection about what is working and what isn’t working in pursuit of annual goals. Below is an example update from this year’s elementary school improvement plan.

Learner Outcomes	
SMART Goal(s)	Quarterly Progress
<p>Reading:</p> <p>For 2022-23, 80% of students will meet grade level benchmarks for fluency by Spring of 2023.</p> <div style="border: 1px solid black; padding: 10px; margin-top: 20px; text-align: center;"> <p>Example from 2022-23 elementary school improvement plan update.</p> </div>	<ul style="list-style-type: none"> ● Q1: <ul style="list-style-type: none"> ○ K 70% ○ 1 91% ○ 2 (ENW) 58% ○ 2 (ORF) 59% ○ 3 71% ○ 4 72% ○ 5 64% ● Q2: ● Q3: ● Q4:

Professional learning communities (PLCs) review the progress, evaluate strategies, and make modifications as needed. Most recently, PLCs completed a first quarter reflection, asking them to consider what they would keep doing, what they would stop doing, and anything they would start doing in response to the short-cycle data.

INDEPENDENT SCHOOL DISTRICT NO. 659
PUBLIC HEARING MINUTES
Monday, November 14, 2022 ~ 5:15 p.m.
Northfield District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Public Hearing of the Northfield Board of Education Independent School District No. 659 to order at 5:15 p.m. Present: Baraniak, Goerwitz, Gonzalez-George, Pritchard and Quinnell. Absent: Baraniak, Butler and Stratmoen.

2. Procedures for Public Hearings

Butler arrived at 5:19 p.m.

3. Director of Instructional Services Hope Langston reviewed outcomes of the 2021-22 World's Best Workforce Plan and goals and strategies for the 2022-23 school year.

Baraniak arrived at 5:53 p.m.

4. Opportunity for Community Feedback

There was no feedback from community members.

5. On a motion by Goerwitz, seconded by Pritchard, the Public Hearing adjourned at 5:58 p.m.

Noel Stratmoen
School Board Clerk

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

November 14, 2022
District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:02 p.m. Present: Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard and Quinnell. Absent: Stratmoen. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

On a motion by Quinnell, seconded by Goerwitz, the board unanimously approved the agenda.

3. Public Comment

There was no public comment.

4. Announcements and Recognitions

- The board acknowledges how proud we are that Dr Hillmann has been named the 2023 Minnesota Superintendent of the Year.
- Northfield High School theater presented The Miraculous Journey of Edward Tulane.

5. Items for Discussion and Reports

- a. Summary of Public Hearing Regarding the 2022-2023 World's Best Workforce Plan Director of Instructional Services Hope Langston summarized the 2022-2023 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 board meeting.
- b. Northfield High School Facility Plan. Dr. Hillmann reviewed a summary of the district's Northfield High School facility voter survey, example ballot questions that aligned with the financial tolerance demonstrated in the survey and with the pathways identified for the facility improvements in Aug. 2022, and potential election timelines. Board members offered their initial thoughts about the example ballot questions and timelines. If board members would like to walk through the high school prior to the next board meeting, Dr. Hillmann and Sal Bagley from Wold Architects will discuss potential space renovation. Board members should let Superintendent Hillmann or Anita Aase know if they are interested in a tour.
- c. Child Nutrition Department District Office Reorganization. Superintendent Hillmann presented a proposal to reorganize the district-level child nutrition department administration, extending the Director of Child Nutrition's contract from 43 to 52 weeks and integrating the child nutrition department administrative assistant duties with the district office receptionist duties. This will be an item for individual action at the next board meeting.
- d. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommendations on policy 655. This will be an item for individual action at the next board meeting.
- e. Superintendent Operations & Strategic Plan Update. Dr. Hillmann provided an update about district operations and examples of work underway to achieve the district's vision, strategic commitments, benchmarks, and he shared a brief overview of the Fall 2022 District Services Survey results.

6. Consent Agenda

On a motion by Baraniak, seconded by Butler, the board unanimously approved the consent agenda.

a. Minutes

- Minutes of the Regular School Board meeting held on October 24, 2022

b. Gift Agreements

- \$10,000.00 from Cardinal Glass Industries, Inc. to the high school robotics team
- \$8,604.00 from Northfield Volleyball Club for hotels and meals (trip to Marshall), end of year banquet and banners
- \$1,675.00 from Bethel Lutheran Church to Greenvale Park Elementary for snack cart

c. Financial Reports

Financial Report - July 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$4,337,988.06, payroll checks totaling \$3,057,777.25, bond payments totaling \$980,373.71, a wire transfer totaling \$600,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$300,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for July 2022. At the end of July 2022 total cash and investments amounted to \$24,845,968.07.

Financial Report - August 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$3,647,209.80, payroll checks totaling \$3,236,012.68, a wire transfer totaling \$350,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$400,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for August 2022. At the end of August 2022 total cash and investments amounted to \$24,435,399.36.

- d. Policy Revisions Due to Changes in Law. The revisions to policies 410 and 524.2 create substantive change or additions to existing policies. The revisions are directly related to changes in federal or Minnesota law and recommended by the Minnesota School Boards Association. Because the district endeavors to have policy align with state and federal law it is recommended that the board adopt the substantive revisions presented. These policies will continue to be evaluated as scheduled in the board's policy review cycle.

e. Overnight Field Trips

- Area Learning Center teachers Cheryl Mathison and Eric McDonald requested board approval for a co-curricular overnight trip for the 2022-2023 school year.
- Coaches Paige Haley, Jeff LaPanta and Brittney Hubbard are requesting board approval for a Northfield High School Girls Hockey overnight trip for the 2022-2023 school year.
- Coaches Jasmin Kotek and Brooke Sexton are requesting board approval for a Northfield High School Dance Team overnight trip for the 2022-2023 school year.

f. Personnel Items

i. Appointments

1. Amy Boecker, Special Ed EA PCA for 6.4 hours/day and General Ed EA for .40 hours/day at the NCEC, beginning 11/21/2022-6/9/2023; \$17.70/hr. plus prorated PCA Stipend
2. Matthew Christensen, Head Boys Basketball Coach at the High School, beginning 11/21/2022; \$7,109+ step 10
3. Ashley Douglas, Special Ed EA PCA for 5 hours/day and General Ed EA for 2 hours/day at Bridgewater, beginning 11/9/2022; Step 3-\$17.05/hr. prorated PCA stipend
4. Pamela Fickenscher, .5 Assistant Nordic Ski Coach for 2 hours/day at the High School, beginning 11/14/2022. \$2,031 (.50 of \$4,062)
5. Abbie Geiger, Event Worker at the High School, beginning 11/10/2022.
6. Benjamin Hanson, Community School After School Site Assistant for 2 hours/day for 4 days/week at Spring Creek, beginning 11/8/2022-5/25/2023. Step 1-\$14.50/hr.
7. Melodie Lane, 1.0 FTE Long Term Substitute Early Childhood Special Ed Teacher at the NCEC, beginning 2/16/2023-4/28/2023; MA+10, step 10
8. Benjamin Pownell, Program Assistant with Community Education Recreation, beginning 11/6/2022-5/31/2023; \$10.33/hr.
9. Link Walsh, Child Nutrition Student Associate for up to 1 hour/day at the ALC, beginning ASAP. \$10.33/hr.

10. Todd Wirkkala, 1.0 FTE Custodian at Bridgewater, beginning 11/10/2022; Step 2-\$19.44/hour.
 11. Tyler Lexvold, Special Education EA/PCA at Bridgewater, beginning 11/16/2022, Step 3, \$17.05/hour + prorated PCA stipend.
- ii. Increase/Decrease/Change in Assignment
1. Nahal AfsharJavan, 1.0 Pep Band Advisor at the High School, change to .5 Pep Band Advisor at the High School, effective 9/6/2022. Stipend \$1,326
 2. Ray Coudret, Math Teacher at the High School, add .25 Pep Band Advisor at the High School, effective 9/6/2022. Stipend \$663
 3. Elise Goodfellow, KidVentures Student Site Assistant Substitute, change to KidVentures Student Site Assistant for up to 15 hours/week at Greenvale Park, effective 10/31/2022; \$10.33/hr.
 4. Brenda Hand, Community School Club Leader at Bridgewater, Change to Community School Teacher for 2 hours/day Mon.-Thurs. at Bridgewater, effective 10/3/2022-5/25/2023. Yr. 3-\$27.11/hr.
 5. Mark Langevin, Teacher at the Middle School, add Fitness Center Coach at the Middle School, effective 11/7/2022; \$2,437.20
 6. Rebekah Patterson, .55 FTE Reading Support Teacher at Bridgewater, add .325 FTE Title I Teacher at Bridgewater, effective 10/31/2022
 7. Sarah Swan McDonald, Teacher at the High School, add .25 Pep Band Advisor at the High School, effective 9/6/2022. Stipend \$663
 8. Cydney Ulvestad, Spec Ed EA at Greenvale Park, add Community School After School Site Assistant at Greenvale Park, effective 10/26/2022-5/26/2023. Step 4-\$15.91/hr.
 9. Tyler Balow, Social Studies Teacher at the High School, add event worker at the High School, effective 11/3/2022.
 10. Adriana Bermudez, General Education EA at Northfield Community Resource Center, add Pre-K wrap around care and increase weekly hours from 38.25 hrs/week to 39 hours/week.
 11. Rachael Caspers, District Receptionist, Class II, change to Receptionist/Child Nutrition Administrative Assistant, Class IV, effective October 4, 2022.
 12. Nick Connor, Mathematics teacher at Northfield High School, add .40 FTE Robotics coach, effective 11/9/2022.
 13. Carrie Duba, K-12 Instructional Coach for the District, $\frac{1}{2}$ overload in lieu of a preparation period to complete data integration work, beginning 11/11/2022 through 6/9/2023.
 14. Daniel Foley, Long-term substitute teacher at Spring Creek Elementary - change dates to 11/14/2022 through 12/9/2022.
 15. Candace Hard, daily teacher sub, change to long-term substitute special education teacher at Bridgewater, beginning 11/14/2022 through 12/14/2022, BA+10, step 10.
 16. Jenelle Mullin, Child Nutrition Associate III at the High School, increase hours from 7 hours/day to 8 hours/day, beginning 11/14/2022 through 6/9/2023.
 17. Rebekah Patterson - CORRECTION, .55 FTE Reading Support teacher, change to .55 FTE reading support teacher and .325 Title teacher effective 10/31/2022 through 6/9/2023.
 18. Andrew Richardson, 1.0 FTE Head Robotics Coach, change to .60 FTE Head Robotics coach, effective 11/9/2022.
 19. Diane Wolbeck, Child Nutrition Associate III at the High School, extend the increase in hours from 7.25 hours/day to 7.75 hours/day through 6/9/2023.
- iii. Leave of Absence
1. Natalie Ponciano Bartolo, Spec Ed EA at Bridgewater, Leave of Absence beginning 2/15/2023-4/25/2023.
 2. Cindy Thomas, Spec Ed EA at the High School, Family/Medical Leave of Absence beginning 12/14/2022-12/22/2022.
 3. Amanda Sieger, Teacher at Spring Creek, Family/Medical Leave of Absence beginning 11/15/2022-approximately 11/28/2022.
 4. Roanne Johnson, Special Education Teacher at Bridgewater Elementary, FMLA leave of absence beginning 11/1/2022 through 12/14/2022.
- iv. Retirements/Resignations/Terminations
1. Kiwi Bielenberg, Girls Soccer Coach at the Middle School, resignation effective 10/18/2022.
 2. Stephanie DeAdder, Administrative Support Assistant for Child Nutrition at the District Office, resignation effective 11/4/2022.
 3. Sandy Fjelde, Technology Specialist with the District, resignation effective 11/30/2022.
 4. Jocelyn Giefer, Assistant Dance Team Coach at the High School, resignation effective 11/4/2022.
 5. Vicky Johnson, Educational Assistant at the High School, resignation effective 10/3/2022.
 6. Ashley Montemurro, EA at Bridgewater, resignation effective 10/31/2022.
 7. Robin Patrick, Office Specialist at Bridgewater, retirement effective 10/31/2022.
 8. Tyla Christensen Patrick, Spec Ed EA at Bridgewater, resignation effective 10/31/2022.

9. Todd Wirkkala, Custodian at Bridgewater Elementary, unable to accept position.

7. Items for Individual Action

- a. Additional English Learner (EL) Support. On a motion by Pritchard, seconded by Goerwitz, the board unanimously approved the addition of a 6.5 hour per day English Learner (EL) Educational Assistant (EA) for the remainder of the 2022-23 school year, the addition of a 0.45 FTE EL teacher to support additional students new to the country for the remainder of this school year, and an overload at the high school to support additional EL student needs for the remainder of this school year at a total projected cost of \$63,518. All these expenses will be coded to the district's contingency fund.
- b. Resolution Canvassing the Results of the November 8, 2022 School Board Election. On a motion by Butler, seconded by Baraniak, the board unanimously approved by roll call the Resolution Canvassing Returns of Votes of the November 8, 2022 School District General Election.

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

It is hereby found, determined and declared that the general election of the voters of the district held on November 8, 2022, was in all respects duly and legally called and held.

As specified in the attached Abstract and Return of Votes Cast, a total of 18,313 voters of the district voted at said election on the election of three school board members for four-year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election; as follows:

Jenny Nelson	5870 of votes
Ben Miller	5708 of votes
Jeff Quinnell	5634 of votes

Jenny Nelson, Ben Miller, and Jeff Quinnell, having received the highest number of votes, are elected to four-year terms beginning the first Monday in January, 2023.

The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

Voting 'yes' by roll call was Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard and Quinnell. No one voted 'no'. Absent: Stratmoen.

- c. Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties. On a motion by Pritchard, seconded by Goerwitz, the board unanimously authorized by roll call, the Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties.

WHEREAS, the board has canvassed the general election for school board members held on November 8, 2022,

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

The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 659 to the following candidates: Jenny Nelson, Ben Miller, and Jeff Quinnell who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on the first Monday in January next following the election, based on the results of the canvass.

The certificate of election shall be in substantially the form attached hereto.

After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.

The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

Voting 'yes' by roll call was Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard and Quinnell. No one voted 'no'. Absent: Stratmoen.

- d. Resolution Relating to Canvassing Returns of the November 8, 2022 Special Election On a motion by Baraniak, seconded by Butler, the board unanimously adopted the Resolution Relating to Canvassing Returns of the November 8, 2022 Special Election on the question of shall the renewal of the expiring capital project levy authorization proposed by the board of Independent School District No. 659 (Northfield Public Schools), Minnesota be approved (question 1) of which 9,050 voted in favor, 4,103 voted against the same, and zero ballots were defective or blank. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried. On the question if School District Question 1 above is approved, shall the new capital project levy authorization proposed by the board of Independent School District No. 659 (Northfield Public Schools), Minnesota be approved (question 2) of which 7,610 voted in favor, 5,435 voted against the same, and zero ballots were defective or blank. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

BE IT RESOLVED by the School Board of Independent School District No. 659 (Northfield Public Schools), Minnesota that the special election held in and for the School District on November 8, 2022, was in all respects duly and legally called and held, the returns thereof have been duly canvassed, and the votes cast at the special election for and against the questions submitted to the electors were as follows:

The board of Independent School District No. 659 (Northfield Public Schools), Minnesota has proposed to renew its capital project levy authorization expiring after taxes payable in 2023 in the maximum amount of 3.534% times the net tax capacity of the school district to provide funds for the acquisition, installation, support and maintenance of software and technology and the acquisition, installation, support and maintenance of School District facilities, infrastructure, furnishings, and equipment. The proposed tax rate is not being increased from the previous year's rate. The proposed renewal of the expiring capital project levy authorization will raise approximately \$1,239,925 for taxes first levied in 2023, payable in 2024, and will be authorized for ten (10) years. The estimated total cost of the projects to be funded over that time period is approximately \$12,399,250.

As specified in the attached Abstract and Return of Votes Cast, at said election a total of 13,153 voters of the school district voted on the question of shall the renewal of the expiring capital project levy authorization proposed by the board of Independent School District No. 659 (Northfield Public Schools), Minnesota be approved (SCHOOL DISTRICT QUESTION 1), of which 9,050 voted in favor, 4,104 voted against the same, and there were no blank or defective ballots related to this question. The ballot question, having received the approval of a majority of the votes cast, is hereby declared to have carried.

As specified in the attached Abstract and Return of Votes Cast, at said election a total of 13,045 voters of the school district voted on the question of if School District Question 1 above is approved, shall the new capital project levy authorization proposed by the board of Independent School District No. 659 (Northfield Public Schools), Minnesota be approved (SCHOOL DISTRICT QUESTION 2), of which 7,610 voted in favor, 5,435 voted against the same, and there were no blank or defective ballots related to this question. The ballot question, having received the approval of a majority of the votes cast, is hereby declared to have carried.

The clerk is hereby directed to certify the results of the election to the county auditors of each county in which the school district is located in whole or in part and to the Commissioner of Education.

Voting 'yes' by roll call was Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard and Quinnell. No one voted 'no'. Absent: Stratmoen.

- e. World's Best Workforce 2022-2023 Annual Report. On a motion by Pritchard, seconded by Baraniak, the board unanimously approved the 2022-2023 World's Best Workforce Annual Report as presented.

8. Items for Information

- a. Enrollment Options and History Report. Student Information Systems Specialist Christine Neset and Directory Mertesdorf have provided the 2022-23 Enrollment Options and History Report. Superintendent Hillmann reviewed this report with the board.
- b. Enrollment Report. Dr. Hillmann shared the November 2022 enrollment report.
- c. American Education Week. American Education Week presents everyone with an opportunity to celebrate public education and honor individuals who are making a difference in ensuring that every student receives a quality education. American Education Week is Nov. 13-19, 2022.

9. Future Meetings

- a. Monday, November 28, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, December 12, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, January 9, 2023, 6:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Quinnell, seconded by Goerwitz, the board adjourned at 8:19 p.m.

Noel Stratmoen
School Board Clerk

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 17th day of November, 2022, by and between Kevin and Nanette Rodgers, 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

\$6,000.00 donation check #14270. \$1,000.00 for each school in the district (ALC, HS, MS, BW, GVP, SC).

Kevin and Nanette Rodgers
Donor

By: Received in District 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 17 day of Nov, 2022, by and
between Brian and Patsy Lundquist,
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

Chk # 1074 - \$ 1000.00, Donation
to girls basketball warm up shirts

Brian and Patsy Lundquist
Donor

By: Received in Activities 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)
Kevin & Nanette Rodgers	\$6,000.00	\$1,000.00 for each school in the district (ALC, HS, MS, BW, GVP, SC)
Brian & Patsy Lundquist	\$1,000.00	Girls basketball warm up shirts

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: Claudia Gonzalez-George, Chair

By: Noel Stratmoen, Clerk

AGREEMENT

This Agreement is entered into this day 28th of November 2022 by and between the Northfield Public Schools (hereinafter the School) and the Northfield Swim Club (hereinafter the NSC). It is understood between the parties hereto that the NSC wishes to utilize certain facilities belonging to the School for swim practice purposes. It is further understood that the School wishes to accommodate the NSC pursuant to the School's Policy Regarding Community Use of School Facilities.

This Agreement is a legal contract and each party understands that it may be enforced in the District Court of the County of Rice, State of Minnesota against the School or the NSC if either one of them does not comply with the terms of this Agreement.

I. Description of Premises – The premises covered by this Agreement are the Northfield Middle School swimming pool, and the adjacent girls and boys locker rooms.

II. Use of Premises – Under this Agreement, the NSC is allowed to use the premises for swim practices and the monthly NSC board meeting. No other use of the premises is authorized under this Agreement. It is expressly agreed and understood between the parties that the NSC shall use the premises for swim practices based on a schedule provided by the facilities scheduling designee or a member of the NSC Board of Directors and approved by the School's Facilities Scheduler. Any other use, such as swim meets, will require a separate application.

- The School requires that NSC take inventory of any lockers being used by participants in the boys or girls locker rooms. Please provide a Google Document with the name, grade and locker number to the Community Education Department
- Monthly NSC board meetings will be scheduled through Community Education. There will be no charge for these meetings which occur during practices.

III. Term of Agreement – This agreement shall commence on November 28, 2022 and shall continue until November 27, 2023 unless terminated prior to that date as provided herein. Early termination of this agreement by either party requires a thirty-day written notice. This Agreement may be extended for an additional term, should the parties choose to do so; however, nothing contained herein shall be construed to require the School to extend the Agreement.

IV. Expenses – The NSC hereby agrees to pay to the School the following expenses related to its use of the Premises:

- Facilities – Effective November 28th 2022, the NSC will pay a facility fee of \$22.50 per hour for use of the swimming pool and the girls and boys locker rooms, with a two (2) hour maximum charge per date of use. These fees represent a negotiated 10% reduction from established community use fees. The NSC will pay an energy fee of \$12.00 per hour for every hour of use of the Pool and Locker Rooms. When the NSC shares space with the Community Education Department and SCUBA classes, the NSC will pay one-half of the agreed upon rental fee.
- Fee Reduction - The fee reduction is applied for facility rental costs for regular swim practices only, and not for meets or special events.
- Custodial – The NSC will pay \$55.21 per hour to the School for custodial services related to the NSC's use of the Premises should the use fall outside the

normal hours of building operation. The NSC understands and agrees that the custodial services shall include any clean up necessary from any other event located on or about the premises which might occur during the day or evening prior to the NSC's practices. The NSC understands and agrees that custodial service is required in the building prior to, and after, the NSC's use of the premises. In addition, any use during non-school months in June, July and August, as the schedule allows, up to two hours per day of regular custodial time may be charged.

V. Payment of Expenses – The School will bill the NSC monthly for any of the aforementioned expenses. The NSC will make payment within 30 days of its receipt of any such invoice. Invoices will be sent electronically to the NSC Treasurer, email to be provided by the NSC.

VI. Limitations on NSC Use of Premises

- School and Non-school Related Activities and Events – The NSC understands that, according to the school district facility policy, school district activities and events and other school and non-school related activities may take precedence over permit usage. In the event the NSC's use of the premises is precluded by any such activity, the School will attempt to provide two weeks' notice to the NSC that it will not be allowed to use the premises. In addition, the NSC understands there may be School or non-school activities which may require that certain pieces of equipment be left in the pool area or in locker rooms located on the premises. The NSC agrees that in such an event it will take every precaution not to disturb such equipment. Activities scheduled in school facilities can be viewed at <https://northfieldschools.ce.eleyo.com/admin/dashboard/>. Northfield High School Swim and Dive Team meet schedules can be viewed at http://www.big9.org/g5-bin/client.cgi?G5genie=4&school_id=2493
- Weather Closing – The NSC understands and agrees that if the School announces that schools will close early or are canceled due to inclement weather, NSC practices for those days are also canceled.
- Calamitous Event – The NSC understands and agrees that, in the event of any event which may substantially impair the safety or viability of the premises, the School will exercise its discretion in deciding whether to cancel any scheduled use of the premises by the NSC. The School hereby agrees to make every effort to provide the NSC with as much advance notice of any such cancellation as possible.

VII. Keys – The NSC understands and agrees that this Agreement shall entitle the NSC to possess two sets of keys to access the swimming pool, pool office, pool equipment room and locker rooms on the premises. The NSC has determined that these keys are to be issued to the current President and the current Head Coach of the NSC. The assigned key holders will each sign for and be issued a key from the Facilities Scheduler at the beginning of the contract period and shall return the key at the end of the contract period, or when there is a change in key holder. In the event these keys are lost, the NSC will be charged actual costs for re-keying/re-coring as necessary.

VIII. Storage – The NSC understands and agrees that it shall be allowed to store items of a swim practice nature only on the premises with the knowledge and permission of the School's Facilities Scheduler, Activities Director and Director of Buildings and Grounds. All stored items, plus any School items used, must be returned to their assigned location at the end of each day.

IX. Northfield Public School Access Policy – The NSC understands and agrees that the Northfield Public Schools Policy regarding Community Use of School Facilities (the Policy), including any amendments thereto, and the permit delineating dates of use and expectations of use are hereby incorporated into this Agreement. Adequate and responsible adult supervision must be present in all areas where participants in NSC activities are located. In the event any provision of this Agreement contradicts any provision of the Policy, this Agreement shall control.

X. Assignment and Delegation – The NSC hereby agrees that none of its rights contained in this Agreement may be assigned, nor may any of its duties be delegated, without the express written permission of the School. The NSC further agrees that any such permission will be at the sole discretion of the School.

XI. Default – The NSC understands that in the event the NSC violates any provision of this agreement, or any provision of the Policy, the School may, at its sole discretion, declare this Agreement void and discontinue the NSC's use of the premises.

XII. No Oral Representations – The parties hereto understand that this Agreement constitutes the complete understanding of the parties, and that neither party is relying on any oral representations made by the other party.

XIII. Insurance – During the term of this agreement, the NSC shall obtain and maintain at its expense, the following types and amounts of insurance:

Insurance against bodily injury and property damage which is to be in the amount of at least One Million Dollars (\$1,000,000) per occurrence and naming the School as an additional insured with copies thereof to be provided by the NSC. Furthermore, insurance covering all property owned by the NSC and stored on the premises shall be the sole responsibility of the NSC.

XIV. Waiver of Subrogation – The NSC hereby waives all claims for recovery from the School for any loss or damage to any of its property regardless of the nature of how said loss or damage occurred.

Northfield Swim Club

Northfield Public Schools

NSC President

Date

Noel Stratmoen, Clerk

Date

NSC Treasurer

Date

Summary: This proposal recommends reorganizing the child nutrition department by integrating the vacant administrative assistant position with the existing district office receptionist position.

Why?

Extending the Director of Child Nutrition's contract has been considered for some time. The contracted weeks are a holdover from the time when school food service departments shut down a week after school ended and re-opened a week before school began. Even before the pandemic, the Northfield School District child nutrition department hosted summer meal programs, often in partnership with other community organizations. We anticipate these partnerships moving ahead as well.

The resignation of the department's administrative assistant prompted a broader rethinking of the department structure and ways to be more efficient. The current district office receptionist recently integrated the child nutrition department's administrative assistant duties into their role on an interim basis. The integration of the two roles has been successful.

Financial Implications

The Director of Child Nutrition's contract would be extended from 43 to 52 work weeks per year. Integration of the child nutrition department's administrative assistant responsibilities with the district office receptionist would relieve the general fund of approximately 60% of the Class IV position's salary and benefits. That portion of the district office receptionist's position will be coded to the child nutrition budget.

Change	Anticipated Financial Impact
Director of Child Nutrition net increase (43 to 52 weeks)	\$19,928
District Office Receptionist net increase (Class II to Class IV)	\$4,559
Elimination of former Child Nutrition administrative assistant position	(\$56,685)
Total savings	\$32,198
General fund relief (approx 60% of Receptionist)	\$36,229

Recommendation

Approve the recommended changes retroactively to July 1, 2022, for the Director of Child Nutrition and retroactively to Oct. 3, 2022, for the district office receptionist. This will be an item for individual action at the Nov. 28 board meeting.

Policy 655 SCHOOL VOLUNTEERS

I. PURPOSE

Volunteers are a valuable resource to the Northfield School District in assisting with and/or enhancing the educational experience for our students. They are an important and welcome part of the educational process.

II. GENERAL STATEMENT OF POLICY

~~The Community Services Division has responsibility for recruitment and placement of volunteers in the schools based on needs identified by the building principal. The building principal must approve all volunteers and their assignments.~~

Volunteers are an integral part of the district's success. District departments and schools will recruit and schedule volunteers as needed. The building principal may also recruit and schedule volunteers to work in the school at their discretion.
School staff who wish to bring in a volunteer must receive prior approval of the principal, building administrator, or relevant district administrator.

School volunteers are expected to meet the same high standards of conduct as school staff in their interactions with students and adults in the schools and must pass an annual volunteer, which includes background checks as appropriate. It shall be the supervising administrator's responsibility to monitor all volunteers in the building and to assess their effectiveness. The ~~principal~~ supervising administrator may shift or discontinue a volunteer when, in their ~~principal's~~ opinion, the volunteer is not contributing positively to the educational experience of students.

Policy 655 School Volunteers

Adopted: 12.10.2007; Updated: INSERT DATE HERE

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Cross Reference: Policy 404 Employment Background Checks

**2022 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**

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

Combined Polling Place: Bethel Lutheran Church
1321 North Avenue
Northfield, Minnesota

This combined polling place serves all territory in Independent School District No. 659 located in Castle Rock Township; Eureka Township; Greenvale Township; Sciota Township; Waterford Township; the City of Northfield Ward 3, Precinct 1; Rice County, Minnesota; and the City of Northfield Ward 3, Precinct 2; Dakota County, Minnesota.

Combined Polling Place: St. John's Lutheran Church
500 Third Street West
Northfield, Minnesota

This combined polling place serves all territory in Independent School District No. 659 located in Webster Township; the City of Northfield, Ward 1, Precinct 1; the City of Northfield Ward 4, Precinct 1; and the City of Northfield Ward 4, Precinct 2; Rice County, Minnesota.

Combined Polling Place: Northfield Community Resource Center
1651 Jefferson Parkway
Northfield, Minnesota

This combined polling place serves all territory in Independent School District No. 659 located in Bridgewater Township; Forest Township; Erin Township; the City of Dundas; Cannon City Township; and the City of Northfield, Ward 2, Precinct 2; Rice County, Minnesota.

Combined Polling Place: United Methodist Church
1401 South Maple Street
Northfield, Minnesota

This combined polling place serves all territory in Independent School District No. 659 located in Northfield Township 1 and Township 2; Rice County, Minnesota; the City of Dennison; Rice County, Minnesota; the City of Dennison; Goodhue County, Minnesota; Warsaw Township; Goodhue County, Minnesota; the City of Northfield, Ward 1, Precinct 2; and the City of Northfield, Ward 2, Precinct 1; Rice County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

(If a combined polling place is changed, the change must be adopted at least ninety (90) days prior to the first election where it will be used unless that polling place has become unavailable for use.)

Noel Stratmoen
Board of Education, Clerk

Date