INDEPENDENT SCHOOL DISTRICT NO. 659 REGULAR SCHOOL BOARD MEETING

Monday, January 9, 2023 ~ 6:00 p.m. ~ Regular Board Meeting Immediately Following the Organizational Board Meeting Northfield District Office Boardroom Zoom Link: https://northfieldschools-org.zoom.us/j/87975984811?pwd=RVoxNXI1dWV5dit6UEpxV2VqRk9EUT09

Passcode: 430779

AGENDA

- 1. Call to Order
- 2. Agenda Approval/Table File
- 3. Public Comment
- 4. Announcements and Recognitions
- 5. Items for Discussion and Reports
 - a. Prairie Creek Community School & Arcadia Charter School Annual Reports
 - b. Dissolution of Girls Hockey Cooperative Sponsorship
 - c. Policy Committee Recommendation
 - d. Superintendent Operations & Strategic Plan Update
- 6. Consent Agenda
 - a. Minutes
 - b. Personnel Items
- 7. Items for Individual Action
 - a. Nominations and Appointment of Board Member
- 8. Items for Information
 - a. Enrollment Report
 - b. Board Workshop

9. Future Meetings

- a. Monday, January 23, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Saturday, February 4, 2023, 9:00 a.m. 12:00 p.m., Board Workshop, Northfield DO Boardroom
- c. Monday, February 13, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- d. Monday, February 27, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- 10. Adjournment

NORTHFIELD PUBLIC SCHOOLS MEMORANDUM

Monday, January 9, 2023 ~ 6:00 p.m. ~ Regular Board Meeting Immediately Following the Organizational Board Meeting Northfield District Office Boardroom

Zoom Link: https://northfieldschools-org.zoom.us/j/87975984811?pwd=RVoxNXI1dWV5dit6UEpxV2VqRk9EUT09

Passcode: 430779

- TO: Members of the Board of Education
- FROM: Matthew Hillmann, Ed.D., Superintendent

RE: Explanation of Agenda Items for Monday, January 9, 2023, 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
- 5. Items for Discussion and Reports
 - a. <u>Prairie Creek Community School & Arcadia Charter School Annual Reports</u>. Simon Tyler, Director of Prairie Creek Community School, and Laura Stelter, Director of Arcadia Charter School, will report on the programs being provided in their two charter schools. Prairie Creek is in its 20th year of operation as a charter school under the sponsorship of Northfield Public Schools. Arcadia is in its 19th year of operation. These reviews and written reports fulfill state requirements for annual reporting as well as our district's request that each charter school authorized by Northfield Public Schools present an annual report to the school board.
 - b. <u>Dissolution of Girls Hockey Cooperative Sponsorship</u> Director of Student Activities Bubba Sullivan recommends the dissolution of the girls hockey 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.

The district is also considering the long-term viability of the boys hockey cooperative sponsorship with Randolph.

Both cooperative sponsorships are being considered for dissolution because of the low participation from Randolph and its impact on our team's Minnesota State High School League competitive section placement.

- c. <u>Policy Committee Recommendation</u>. Dr. Hillmann will present the recommended updates to policy 801.
- d. <u>Superintendent Operations Update</u>. 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. Consent Agenda

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

- a. <u>Minutes</u>
 - Minutes of the Regular School Board meeting held on December 12, 2022
 - Minutes of the Special School Board meeting held on December 28, 2022

b. Personnel Items

i. <u>Appointments</u>

- 1. Saxon Egge, Speech Judge as needed at the High School, beginning 2/2/2023. \$77/event
- 2. James Hoffman, 1.0 FTE Head Custodian at the High School, beginning 1/9/2023. Step 6-\$29.17/hr. + stipends
- Lauren Johnson, Special Ed EA PCA for 6.75 hours/day at the High School, beginning 2/6/2023-6/9/2023. Step 2-\$16.70/hr. + pro rated PCA Stipend.
- 4. Anne Larson, 1.0 FTE Long Term Substitute Third Grade Companeros Teacher at the Greenvale Park, beginning 1/3/2023-2/3/2023. MA30, Step 10-for 23 days.
- 5. Brenda Lau Toilolo, CNA I for 3 hours/day at the High School, beginning 1/9/2023. \$20.05/hr.
- 6. Benjamin Siegel, Speech Judge as needed at the High School, beginning 2/4/2023. \$77/event
- 7. Joshua Spitzack, Head Boys Baseball Coach at the high school, beginning 3/20/2023. \$6,601, step 10
- 8. Lynn Ziegler, Special Ed EA PCA for 6.75 hours/day at Bridgewater, beginning 1/9/2023. Step 1-\$16.33/hr. + pro rated PCA Stipend.
- ii. Increase/Decrease/Change in Assignment
 - 1. Erin Blanck, ECFE EA for 18 hours/week at the NCEC, add ECFE Special Event EA for 8 hours/week at the NCEC, effective 1/9/2023.
 - 2. Amelia Brandt, KidVentures Site Assistant for up to 17.5 hours/week at Bridgewater, change to KidVentures Site Assistant for up to 21 hours/week at Bridgewater, effective 1/9/2023.
 - 3. Vicky Chlan, Teacher at the High School, add Ski and Snowboard Club Chaperone with Community Services Recreation, effective 1/9/2023-5/31/2023. \$500 stipend
 - 4. Peggy Christensen, CNA I at Bridgewater, add Community School Club Leader for up to 2 hours/day at Bridgewater, effective 1/3/2023-5/26/2023. \$23.65/hr.
 - 5. Claire Edwards, KidVentures Site Assistant for 24.75 hours/week at Bridgewater and Spring Creek, change to KidVentures Site Assistant for 10 hours/week at Spring Creek, effective 1/9/2023.
 - 6. Claire Edwards, KidVentures Site Assistant for 10 hours/week at Spring Creek, add Special Ed EA PCA for 6 hours/day at Spring Creek, effective 1/9/2023-6/9/2023. Step 4-\$17.70/hr.
 - 7. Daniel Foley, LTS 4th Grade Teacher at Spring Creek with an end date of 12/22/22, extending end date to 1/27/2023.
 - 8. Erin Hall, Teacher at Bridgewater, add Community School Teacher for up to 2 hours/day at Bridgewater, effective 1/3/2023-5/26/2023. year 7-\$27.73/hr.
 - 9. Candy Hard, Long Term Substitute Teacher at Bridgewater with an end date of 12/14/2022, extending end date to 1/25/2023.
 - 10. Cara Holland, Teacher at the Middle School, add Spelling Bee Advisor at the Middle School, effective 12/15/2022. \$551 stipend
 - 11. Craig Johnson, Teacher at the High School, add Bass Fishing Coordinator with Community Services Recreation, effective 12/13/2022-8/31/2023. \$85/registrant
 - 12. Melissa Reed, School Psychologist at Spring Creek, add a ½ overload 46 days at Greenvale Park, effective 1/17/2023-3/24/2023.
 - 13. John Rieber Paulson, Event Worker at the High School add Ski and Snowboard Club Chaperone with Community Services Recreation, effective 12/19/2022-5/31/2023. \$500 stipend
 - 14. Alexis Sanborn, Special Ed EA PCA at the High School, add Special Ed EA PCA-Bus afternoon route for an additional 40 minutes with the District, effective 11/1/2022-6/9/2023.
 - 15. Amanda Sieger, Teacher at Spring Creek, add Yoga Instructor with Community Services Recreation, effective 12/19/2022-5/31/2023.
 - 16. Sarah Smith, Special Ed EA PCA for 6.75 hrs/day and Gen Ed EA for .50 hrs/day at Greenvale Park, change to Special Ed EA PCA for 6.75 hrs/day and Gen Ed EA for .25 hrs/day at Greenvale Park, effective 9/6/2022.
 - 17. Cynthia Thomas, Special Ed EA PCA at the High School, add Special Ed EA PCA, Extracurricular/Non academic activities with the District, effective 1/4/2023-6/9/2023.
 - 18. Dianne Wolbeck, CNA II for 7.25 hrs/day at the High School, change to CNA II for 7.50 hrs/day at the High School, effective 12/15/2022-6/9/2023.
- iii. Leave of Absence
 - 1. Charlie Alvarez, Grade 3 Teacher at Greenvale Park Elementary, change in FMLA leave dates. Leave begins on 12/15/2022 and will go through 2/3/2023.
 - 2. Michelle Bauer, Instructional Coach with the District, FMLA leave beginning 12/5/2022 and continue on an intermittent basis for up to 60 work days.
 - 3. Renee Brunham, Teacher at the ALC, FMLA leave beginning 11/30/2022 and continue on an intermittent basis for up to 60 work days.
 - 4. Ann Hehr, Teacher at Spring Creek Elementary, FMLA leave of absence beginning 1/5/2023 and extending for up to 60 work days.

- 5. Jennifer Streeflalnd, Guidance Counselor at the Middle School, intermittent FMLA leave beginning 12/21/2022 for up to 60 work days.
- iv. <u>Retirements/Resignations/Terminations</u>
 - 1. Jennifer Borchers, Assistant Gymnastics Coach at the High School resignation effective 12/27/2022.
 - 2. Oscar Gaspar, EL Educational Assistant at the High School, resignation effective 1/18/2023.
 - 3. Mark Harder, Head Custodian at the Northfield Community Resource Center, retirement effective 1/13/2023.
 - 4. Shelby Miller, Substitute Nurse with the District, resignation effective 1/1/2023.
 - 5. David Piper, Special Education Teacher at the Middle School, retirement effective 6/9/2023.
 - 6. Kathy Wiertsema-Miller, Counselor at the High School, retirement effective 2/1/2023.
 - 7. Brisa Zubia, Community School Coordinator at Greenvale Park, resignation effective 1/3/2023.

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

7. Items for Individual Action

a. <u>Nominations and Appointment of Board Member</u>. The board approved by roll call vote, the Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence effective December 12, 2022 for board member Noel Stratmoen. Pursuant to Minnesota Statute 123B09, subd. 4, the board is requested to nominate and appoint a school board member to fill the seat until Mr. Stratmoen is again able to resume his duties as a board member or for the remainder of the unexpired term, whichever date is earliest.

The district invited eligible residents to submit their interest in the seat via an online form. Seven people completed the interest form by the deadline. Copies of the interest forms are included in the board packet.

Board Chair Gonzalez-George will review the enclosed document which outlines the process for nominating and appointing a board member.

Superintendent's Recommendation: The board should follow the procedures for appointing a board member due to temporary resignation included in the packet and appoint a person to temporarily fill Mr. Stratmoen's board seat.

8. Items for Information

- a. <u>Enrollment Report</u>. Dr. Hillmann will review the January 2023 enrollment report. This report will be included in the table file.
- b. <u>Board Workshop</u>. The board will hold a workshop on Saturday, February 4, 2023, 9:00 a.m. 12:00 p.m. in the Northfield DO Boardroom.

9. Future Meetings

- a. Monday, January 23, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
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10. Adjournment



Arcadia Charter School Laura Stelter, Executive Director 2021-2022 Annual Report Presented to the Board on 01.09.2023

Purpose: The purpose of this report is to provide Arcadia's authorizer with a summary of the 2021-2022 school year annual report.

Enrollment

Arcadia's enrollment during the 2021-2022 school year increased to 128, up from 113 in 2020-2021. These students joined us from a wide range of surrounding districts, including Farmington, Rosemount-Apple Valley-Eagan, New Prague, Lakeville/Elko New Market, Kenyon-Wanamingo, Tri-City United, and Faribault, though the majority of our students are Northfield residents.

Academic Program

Arcadia continues to strive toward its progressive, project-based mission and vision. The year was highly focused on project-based learning (PBL) and community building-two foundational aspects of our program.

In August 2021, all licensed staff attended a PBL 101 training through PBLWorks, and what teachers chose to do through QComp supported the integration of project-based learning into the core classes we offer. While we have a long tradition of supporting students' independent project work, project-based learning looks somewhat different in core classes, and teachers were encouraged to expand their understanding of what project-based learning is and can be. Projects were workshopped with other staff members prior to being implemented, and every general education teacher incorporated at least one project into their classes.

Since the year prior (2020-2021) was all held online, we did what we could to ensure a healthy transition back into physical classrooms. We started the year with nine days of civics-based content in an "Opening Expedition" that allowed students to carefully consider what it meant to be together as a community and share space, and also to review academic skills. They studied social contract theories and their historical context and explored the concepts of rights and responsibilities before designing a <u>social contract of their own</u>, by which the school was governed for the year. They practiced using the Accountable Talk discussion framework in small and large groups, learned how to (or refreshed their memories on how to) do a close reading and annotate texts, and they synthesized information from multiple sources to inform their creation of the school's social contract. All students participated in a town meeting-style discussion at the end of the nine days to approve statements to be included in the final draft of the contract, called the <u>Arcadia Bill of Rights and Responsibilities</u> They all signed the final product.

At the Board level, Arcadia also completed a document called the <u>Arcadia Rubric</u>, that we can use as a measurement tool to gauge our progress toward our mission and vision.

Attendance was exceedingly high during online learning in 2020-2021, 96.89%, likely because of how attendance was taken and the ease of attending from any location, but attendance returned to a more typical 92.58% during the 2021-2022 school year. We continue to work on improving daily attendance. We updated our attendance policy in 2021-2022 to reflect state statute and provide families with clearer expectations around attendance.

Student Achievement

Students at Arcadia continue to meet all MN State standards through a combination of project and course work. Arcadia students' reading and science MCA scores continue to exceed the state and local averages.

Arcadia students' math MCA scores are an area of concern, with only 38.6% of students achieving proficient scores–6.2% lower than the state average, and significantly lower than local math scores. The junior class alone did do better, exceeding the state average, with 47.1% of students achieving proficient scores. We do believe that the pandemic had a significant impact, especially on our middle school students' math progress. We continue to find ways to better support math learning for all students to ensure continued growth in this area.

To address concerns with students' math proficiency, based on the 2021-2022 scores, we:

- Moved algebra 2 from an every other day to a nearly every day class (it doesn't meet on late start days)
- Built in a more robust intermediate algebra course to better prepare students for algebra 2

- Hired a tutor who collaborates with our math teachers to support students 1:1 based on their needs
- Set a math goal for QComp and provided instruction to all general education teachers in demonstrating a positive outlook toward math and incorporating math concepts across the curriculum

and math teachers monitor individual students' progress and meet with students 1:1 for additional support during project work time and study hall.

Financial Management

Arcadia's fund balance policy states that we will maintain a balance equivalent to the cost of operating Arcadia for two months, which is currently set at \$400,000. (Arcadia's Board is revising this number this year, as expenses are increasing.) Generally, it is recommended that charter schools maintain a fund balance of 20%. Our fund balance was at \$651,416, or 33.27%, at the end of FY22, putting us in a solid financial position to weather some storms. However, funding is an ongoing challenge with rising expenses that are outside our control. For example, we received a 48.1% increase in the cost of health benefits to the school and its employees this year. While we had a reasonably high fund balance at the end of FY22, covering increases in expenses like these could quickly wipe it out, threatening our stability. Despite our healthy fund balance, we are working hard to ensure a stable financial situation in the future.

Summary

The 2021-2022 school year went well with substantially increased enrollment. Our students are learning and our finances are in order.



2021-2022 Annual Report January 9, 2023



Reviewing the Mission and Vision and the 2021-2022 School Year



MISSION + VISION

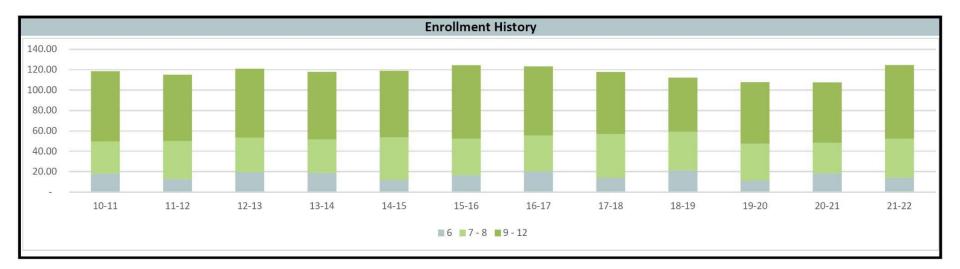
It is the mission of Arcadia Charter School to prepare our students to transition intellectually, emotionally, and ethically to higher education, future employment, and engaged citizenship.

Arcadia Charter School envisions a supportive learning community that, through collaboration and student-driven, project-based learning, encourages and assists students to:

- Express themselves creatively through the visual, literary, and performing arts.
- Use technology with innovation, imagination, and responsibility.
- Develop critical thinking and creative problem solving skills.
- Construct knowledge and meaning for themselves.
- Value, advocate, and strive for the wellness of the whole person.
- Be empowered to act as local citizens within a rapidly changing global community.

2

Enrollment and Average Daily Membership (ADM)



The trend of students enrolling from outside the Northfield district continues, including families from: Farmington, Rosemount-Apple Valley-Eagan, New Prague, Lakeville/Elko New Market, Kenyon-Wanamingo, Tri-City United, and Faribault

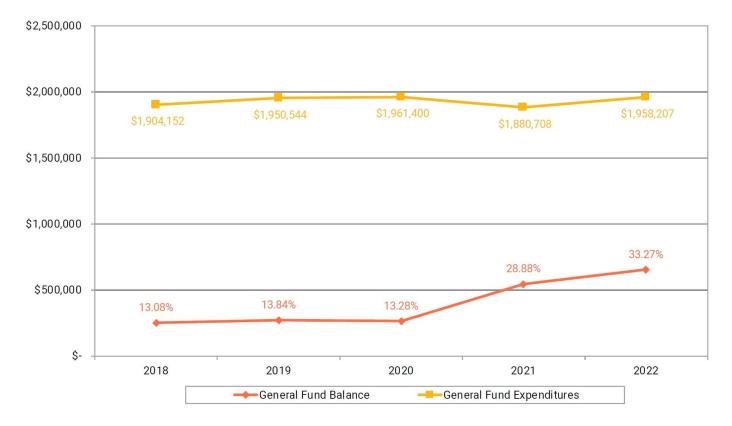


Student Achievement: MCA Data

- Participation was back to over 90%
- Continue to be above state and local averages in reading and science, though both scores dipped lower
- Juniors' math scores exceed the state average, but overall math scores are low
- Data reflects COVID impact
- Numerous strategies implemented to support students' academic success, especially in math

Scores in %	2017	2018	2019	2021	2022
ACS Science	62.5	65.9	51.6	69.2	48.5
State Science	54.2	52	50.7	43.1	41.3
ACS Math	58.9	55.7	60	37.5	38.8
State Math	58.7	57.2	55	44.2	45.5
ACS Reading	81.6	75.3	73.9	83.9	67.2
State Reading	60.2	59.9	59.2	52.5	51.7

Financial Management: Audited Fund Balance FY22





Questions and Discussion

DART



Prairie Creek Community School Simon Tyler, PCCS Executive Director 2021-2022 Annual Report Presented to the Board on 01.09.2023

Purpose: The purpose of this report is to provide PCCS' authorizer, Northfield Public Schools, an overview of the 2021-2022 Annual Report.

Enrollment

In 2021-2022 PCCS maintained a full enrollment of 180 students. PCCS demographics for 2021-2022 (data from MDE report card): 18.5% students of color, 3.9% free/reduced lunch students and 19.1% special education students. Student attrition rates continue to be very low. 92.6% of students were continuously enrolled between October 1, 2021 and October 1, 2022.

Academic Program

2021-2022 was a year that was again impacted by the COVID-19 pandemic. Students, staff, board and community must all be commended for their resilience and continued dedication to mission despite continuing to encounter challenges brought about by the health situation. Notable successes in the academic program included these strategic actions:

<u>Mental Health Supports</u> The Covid-19 pandemic brought into focus mental health challenges for staff, families and students. PCCS collaborated closely with School Educational Psychologist Michelle Flannery in a strategic response. Support included staff professional development workshops on mental health topics, newsletters for parents and resources on resilience and anxiety.

<u>College Collaborations</u> In the spring of 2021 PCCS students engaged in a nature-centered arts' residency with Carleton professors and staff. The children created nature journals in an art infused study of the school's natural environment. In a collaborative project with St. Olaf Environmental Science students, PCCS formed an Environmental Club. In a student-led initiative, funds were raised for a new hoophouse. The relationship between PCCS and St. Olaf is continuing in 2022-2023 to explore ways to utilize this exciting new addition to the school grounds.

<u>Thematic Instruction and Community-Centered Culminating Events</u> Project and theme shares were reestablished across all grade levels. This return to a key progressive education practice was supported by a professional development committee focus. Teachers reviewed the purpose and practice of the ways students demonstrate, perform and showcase experiential learning experiences. Newsletters and blogs provided parents with information about the pedagogy thematic learning.

<u>Educating for Equity</u> In 2021-2022 an all school, multi-age book club was initiated. This model, informed by a professional development focus, provided a way to authentically introduce equity-centered conversations in classrooms. The books <u>Lubna and Pebble</u> and <u>The Year We Learned To</u> <u>Fly</u> provided a framework for school-wide service projects and art activities.

Student Achievement

PCCS has a progressive education, child-centered mission that focuses on the evaluation of the whole child. Families are provided with written narratives twice a year that detail the social, emotional and academic progress of each student. PCCS establishes academic goals both for the authorizer contract and the World's Best Workforce Plan. PCCS exceeded state average proficiency in Science, Math and Reading Minnesota Comprehensive Assessments. Full reports are documented in the Annual Report.

Financial Management

PCCS has steadily built a strong fund balance reserve, finishing FY22 with a fund balance of \$1,006,252 (43.1% of annual expenditures) which has kept the school fiscally sound and well positioned to weather unforeseen events. The audited Financial Statements for the year ending June 30, 2022 show General Fund total revenue at \$2,257,717 and General Fund total expenses in the amount of \$2,338,089 resulting in a Net Loss of \$80,372.

Summary

This is a time of great optimism at Prairie Creek Community School. The school's mission is being acted upon with the supporting structure of a 2022 - 2026 strategic plan that is aligned to each of the four mission pillars. Six teachers completed a Bright Morning coaching course in the summer of 2022 and this is informing a new approach to peer coaching with goals and growth centered on the progressive educator best practices. This work is supported by the teacher-led weekly two hour professional development commitment. The focus this year is on forest classroom curriculum development and progressive education pedagogy. There is excitement and energy about reconnecting with partnerships where teachers both learn from others and share our practice and philosophy. Four educators attended the national Progressive Educator Network conference and PCCS will host educators from all over the nation on site visits fall, winter and spring.

Prairie Creek Community School 2021-2022 Annual Report

January 9, 2023





PCCS Mission

- PCCS is a community school
- PCCS is a child-centered school
- PCCS is a progressive education school
- PCCS works to make the world a better place



Mission in Action...Outdoor Learning Initiatives

- PCCS Environmental Club
- Hoophouse project
- "Wild Wednesday" Forest School
- College Partnerships
- Nature Art Residency
- Wolf Ridge ELC

WNorthfield



Mission in Action...Interdisciplinary / Multi-Age Programing

- All School Book Club Initiative
- Thematic Learning
- Culminating Events
- Project Fairs
- Community Connections





Student Evaluation at PCCS focuses on the development of the whole child.

Narrative Reports (2x / Year)

Evaluation tools include:

- Formative Assessments
- Performance Observation
- Research Projects
- Thematic culminating events
- Arts Engagement
- Self-Reflection
- Habits of Mind

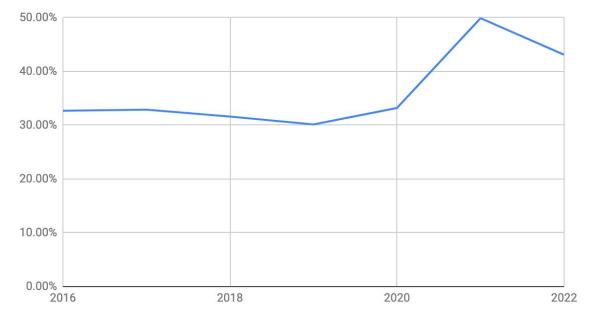


Minnesota Comprehensive Assessment Standardized Test Scores *no MCAs administered statewide in 2020

Scores in %	2018	2019	2021	2022
PCCS Science	73.3	85.7	65.5	60.0
State Science	58.7	54.9	47.9	50.0
PCCS Math	61.4	70.5	51.9	56.2
State Math	57.7	55.5	44.2	44.8
PCCS Reading	71.6	70.5	72.0	73.0
State Reading	60.4	58.3	52.5	51.1

Financial Management

2022 PCCS Fund Balance 43.1%





Future Plans

Mission Aligned Strategic Plan 2022 - 2026

Key Strategic Action Focus for 2022-2023:

- Re-establishing Community Connections
- Initiating and Nurturing Agency of Student Voice
- Pedagogy Roots Reviewing Habits of Mind
- Sharing Practices / Forging Collaborations
- Outdoor Learning Structuring Forest Classroom Curriculum
- Equity Initiatives Arts' Residency / Book Club
- Teacher Support and Development







Questions and Discussion





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

<u>Girls' Hockey</u> beginning with the 2023 - 2024 school year. (activity) (boys' or girls')

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	А	(B)	С	A. Our school is dropping the activity.
High School #2	(A)	В	С	 B. Our school will sponsor this activity without a cooperative sponsorship.
High School #3	А	В	С	
High School #4	А	В	С	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.

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

High School #1:		
	Designated School Representative	Title of the Designated School Representative
High School #2:		
	Designated School Representative	Title of the Designated School Representative
High School #3:		
	Designated School Representative	Title of the Designated School Representative
High School #4:		
	Designated School Representative	Title of the Designated School Representative

Official Action of the MSHSL Board of Directors

Approved

Not Approved

Policy 801 EQUAL ACCESS TO SECONDARY SCHOOL FACILITIES BY STUDENTS

I. PURPOSE

The purpose of this policy is to implement the Equal Access Act by granting equal access to secondary school facilities for students who wish to conduct a meeting for religious, political, or philosophical purposes during noninstructional time in the Northfield School District.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of this school district not to deny equal access or a fair opportunity to, or to discriminate against, any students who wish to conduct a meeting, on the basis of the religious, political, philosophical, or other content of the speech at such meetings.
- B. The school board has created a limited open forum for students enrolled in secondary schools during which noncurriculum-related student groups shall have equal access and a fair opportunity to conduct meetings during noninstructional time.
- C. Student use of facilities under this policy does not imply district sponsorship, approval, or advocacy of the content of the expression at such meetings.
- D. The district retains its authority to maintain order and discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.
- E. In adopting and implementing this equal access policy the district will not:
 - 1. Influence the form or content of any prayer or other religious activity.
 - 2. Require any person to participate in prayer or other religious activity.
 - 3. Expend public funds beyond the incidental cost of providing the space for student-initiated meetings.
 - 4. Compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee.
 - 5. Sanction meetings that are otherwise unlawful.
 - 6. Limit the rights of groups of students based on the size of the group.
 - 7. Abridge the constitutional rights of any person.

III. DEFINITIONS

A. "Noninstructional time" means time set aside by the school <u>one hour</u> before actual classroom instruction begins or <u>one hour</u> after actual classroom instruction ends, including such other periods that occur during the school day when no classroom instruction takes place. <u>Students wanting to hold a limited open forum more than one hour before classroom instruction begins or more than one hour after classroom instruction ends may be granted permission by the building principal and must be</u>

scheduled through community education.

- B. "Limited open forum" means that the school grants an offering to or opportunity for one or more noncurriculum related student groups to meet on school premises during noninstructional time.
- C. "Secondary school" means any school with enrollment of pupils ordinarily in grades 6 through 12 or any portion thereof.
- D. "Sponsorship" includes the act of promoting, leading, or participating in a meeting. The assignment of a school employee for custodial, observation, or maintenance of order and discipline purposes does not constitute sponsorship of the meeting.
- E. "Meeting" includes activities of student groups which are permitted under a limited open forum and are not directly related to the school curriculum. Distribution of literature does not constitute a meeting protected by the Equal Access Act.
- <u>F.</u> "Student" means a Northfield School District actively enrolled student in a secondary school including the middle school, high school, Portage or Area Learning Center.

IV. FAIR OPPORTUNITY CRITERIA

Schools in this district shall uniformly provide that:

- A. A meeting held pursuant to this policy is voluntary and student-initiated.
- B. There is no sponsorship of the meeting by the school or its agents or employees.
- C. Employees or agents of the school are present at religious meetings only in a nonparticipatory capacity.
- D. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school.
- E. Nonschool persons may not direct, control or regularly attend activities of student groups.

V. **PROTOCOLS**

- A. Any student who wishes to initiate a meeting under this policy shall apply to the principal of the building at least 48 hours in advance of the time of the activity or meeting. The student must agree to the following:
 - 1. All activities or meetings must comply with existing policies, regulations, and procedures that govern operation of school-sponsored activities.
 - 2. The activities or meetings are voluntary and student-initiated. The principal may

require assurances of this fact.

- B. Student groups meeting under this policy must comply with the following rules:
 - 1. Those attending must not engage in any activity that is illegal, dangerous, or which materially and substantially interferes with the orderly conduct of the educational activities of the school. Such activities shall be grounds for discipline of an individual student and grounds for a particular group to be denied access.
 - 2. The groups may not use the school name, school mascot name, school emblems, the school district name, or any name that might imply school or district sponsorship or affiliation in any activity, including fundraising and community involvement.
 - 3. The groups must comply with school policies, regulations and procedures governing school-sponsored activities.
- C. Students applying for use of school facilities under this policy must provide the following information to the principal: time and date of meeting, estimated number of students in attendance, and special equipment needs.
- D. The building principal has responsibility to:
 - 1. Keep a log of application information.
 - 2. Find and assign a suitable room for the meeting or activity. The number of students in attendance will be limited to the safe capacity of the meeting space.
 - 3. Note the condition of the facilities and equipment before and after use.
 - 4. Assure proper supervision. Assignment of staff to be present in a supervisory capacity does not constitute district sponsorship of the meeting or activity.
 - 5. Assure that the meeting or activity does not interfere with the school's regular instructional activities.
- E. The district shall not expend public funds for the benefit of students meeting pursuant to this policy beyond the incidental cost of providing space. The district will provide no additional or special transportation.
- F. Nonschool persons may not direct, conduct, control, or regularly attend meetings and activities held pursuant to this policy.
- G. District employees or agents may not promote, lead, participate in, or otherwise sponsor meetings or activities held pursuant to this policy.
- H. A copy of this policy and procedures shall be made available to each student who initiates a request to use school facilities.

Policy 801 Equal Access to Secondary School Facilities by Students Adopted: 10.13.2008; Updated: 05.2013, 07.01.19; Non-Substantive Update: 08.08.2022; Updated: INSERT DATE HERE

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

Legal References:20 U.S.C. §§ 4071-74 (Equal Access Act)
20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)
Board of Educ. Of Westside Community Schools v. Mergens, 496 U.S. 226 (1990)
Good News Club v. Milford Central School, 533 U.S.98, (2001)
Child Evangelism Fellowship of Minnesota v. Special Sch. Dist. 1, 690 F.3d 996 (8th Cir. 2012)
Child Evangelism Fellowship of Minnesota v. Elk River Area School Dist. 728, 599 F.Supp. 2d 1136 (D. Min.
2009)

Cross References: MSBA/MASA Model Policy 902 (Use of School District Facilities and Equipment)

Superintendent Operations and Strategic Plan Board Update | Jan. 9, 2023 | Matt Hillmann, Ed.D.

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 <u>2027 strategic plan</u>.

Special Education Dec. 1 Child Count (data and analysis provided by Cheryl Hall) strategic commitment highlights: learner outcomes, equity

<u> Why it matters</u>

The Dec. 1 child count is critical in a school district because it **drives state and federal special education funding**. Different disability categories generate different levels of funding based on the resources needed to serve students in each disability category.

Key data points

- We serve 693 students receiving special education services (Birth-21 years old.) This is an increase of five students over last year.
- 16% of students ages 6-18 receive special education services in Northfield. This state average is 16.9%.

Special Education Student Count By School									
NCEC	BW	GVP	SC	NMS	NHS	ALC	Portage	St. D	CVSEC
95	126	101	88	125	151	12	12	13	21*

* The students attending CVSEC are not included in the Dec. 1 child count total for Northfield Public Schools

Top Six Disability Categories					
Specific Learning Disability	Speech/Language	Autism	Other Health Disabilities	Emotional Behavior Disorders	Developmental Delay (ECSE)
146	123	100	98	94	90

The Big Picture

The district is proud to provide high-quality services to students with disabilities. **These morally imperative, mandated services cost more than the reimbursement the district receives for them.** The district estimates its annual special education "cross-subsidy" to be approximately **\$5 million**.

The district's legislative action committee will work to lobby the Legislature to fully fund the special education cross-subsidy this session.

2023 legislative session is underway!

strategic commitment highlights: people, learner outcomes, equity, partnerships

The 2023 Minnesota Legislature began its session on Jan. 3. Our top three priorities are a 5% increase in the basic formula in each year of the next two years, tying the basic formula to inflation, and fully funding the special education cross-subsidy.

What's at stake?

- The legislature has more than a **\$17 billion surplus**.
- State law requires the budget to be passed and signed by the Governor by the end of the first legislative session of the biennium. They have to finish their work.
- There is a **once-in-a-generation opportunity for schools to receive substantial financial investment**, addressing decades of chronic underfunding.

Perishable food donated to Community Action Center (CAC) (data provided by Sephany Stromme and and graphic provided by Hope Langston) strategic commitment highlights: partnerships, equity, people

Minnesota is having an old-fashioned snowy winter this year! When weather or road conditions require school to be closed, school lunch is not served. Child Nutrition has a commitment to serving fresh fruits, vegetables, and other foods.

<u>Why it matters</u>

- When regulations require the disposal of perishable food, it is donated to the CAC for distribution through their food shelf.
- The practice aligns with our strategic commitments to **partnerships, equity, and people**.
- The practice extends the child nutrition department's mission to "provide quality nutritious meals that support the growth and development of our students to fuel their learning" to students at home, regardless of income level.

<u>🍎 Go deeper</u>

The graphic below shows a report of the 300+ pounds of perishable food donated to the CAC on the Dec. 22, 2022 school closure.



NORTHFIELD PUBLIC SCHOOLS School Board Minutes

December 12, 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 6:00 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.

- Agenda Approval/Table File
 On a motion by Quinnell, seconded by Butler, the board unanimously approved the agenda.
- 3. Public Comment There were four public comments.
- 4. Announcements and Recognitions
 - The board recognized Governor Tim Walz's proclamation citing December 5-11, 2022 as Inclusive Schools Week.
 - Julie Pritchard and Tom Baraniak were both recognized for their service to the district as school board members. Both members' terms expire at the end of this calendar year.
- 5. Items for Discussion and Reports
 - a. <u>Truth in Taxation Presentation for the Payable 2023 Property Tax Levy and Fiscal Year 2022-2023 General Fund Budget Revision Followed by Public Comment</u>. The amount of the proposed levy for 2023 is \$21,135,540.24 and represents a 5.63% increase from the prior year. Director of Finance Val Mertesdorf reviewed the levy and recommended revisions to the 2022-23 general fund budget. The major factors contributing to these changes include the final audited data from FY22, coronavirus relief funding, enrollment data, and increased health insurance premiums. The public was invited to speak following the truth in taxation presentation. There were public comments.
 - b. <u>Superintendent Operations & Strategic Plan Update</u>. Dr. Hillmann provided an update about district operations and examples of work underway to achieve the district's vision, strategic commitments, and benchmarks. We have launched the district's strategic plan dashboard on our website and initiated a career technical education task force. Superintendent Hillmann shared that Minnesota's Management and Budget office projects a budget surplus of \$17.6 billion.

On a motion by Gonzalez-George, seconded by Goerwitz, the board took a ten minute recess beginning at 7:25 p.m. The meeting reconvened at 7:35 p.m.

6. Consent Agenda

- On a motion by Goerwitz, seconded by Butler, the board unanimously approved the consent agenda.
 - a. <u>Minutes</u>
 - Minutes of the Regular School Board meeting held on November 28, 2022
 - b. <u>Personnel Items</u>
 - i. <u>Appointments</u>
 - 1. Grace Christopher, Community School Club Leader for 10 hours/week Tuesdays and Fridays at Greenvale Park, beginning 12/30/2022-5/26/2023; \$23.65/hr.
 - 2. Jade Fransen, 1.0 FTE Long Term Substitute English/Language Arts Teacher at the Middle School, beginning on or about 12/24/2022-2/10/2023. BA, Step 3.

- 3. Magdalena Higgins, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park, beginning 12/5/2022. Step 1-\$14.50/hr.
- Ashley Hyde, Special Ed EA PCA for 6.75 hours/day at the High School, beginning 12/12/2022-6/9/2023. Step 4-\$17.70/hr. + prorated PCA stipend.
- 5. Mark Kieke, Event Worker at the High School, beginning 12/19/2022.
- 6. Annaleah Ponder, Community School After School Site Assistant for 2 hours/day Mon.-Thurs. at Greenvale Park, beginning 12/19/2022-2/10/2023.Step 2-\$14.88/hr.
- Claudia Rodriguez, EL EA for 6.5 hours/day at the Middle/High School, beginning 12/13/2022-6/9/2023. Step 4-\$17.70/hr.
- Samantha Becker, 1.0 FTE Technology Specialist District Wide, beginning 12/19/2022; \$63,104-prorated for FY23 Step 1.
- 9. Izzy Charlton, Speech Judge at the High School, beginning 2/4/2023. \$77/meet.
- 10. Jasper Egge, Speech Judge at the High School, beginning 12/15/2022. \$77/meet.
- 11. Correction: Oscar Marquez, 1.0 FTE Custodian at Bridgewater, beginning 12/19/2022. Step 5-\$20.75/hr.
- 12. Kevin O'Brien, Master Swim Club Coach M, W, F with Community Ed Recreation, beginning 1/3/2023-8/31/2023. \$90/hr.
- 13. Lia Pak, Speech Judge at the High School, beginning 2/4/2023. \$77/meet.
- 14. Annaleah Ponder, Community School After School Site Assistant for 3 hours/day Mon.-Thurs. at Greenvale Park, beginning 12/19/2022-2/10/2023. Step 2-\$14.88/hr.
- 15. Mary Tatge, Master Swim Club Coach M, W, F with Community Ed Recreation, beginning 1/3/2023-8/31/2023. \$90/hr.
- ii. Increase/Decrease/Change in Assignment
 - 1. Paula Baragary, Teacher at Spring Creek, add Community School Teacher at Spring Creek, effective 11/30/2022-5/26/2023. Yr. 1-\$27.11/hr.
 - 2. Daniel Foley, 4th Grade LTS for Ann Hehr through 12/09/2022 at Spring Creek, change to 4th Grade LTS for Ann Hehr through 12/22/2022 at Spring Creek, effective 12/12/2022-12/22/2022.
 - 3. Heather Kuehl, Teacher at the Middle School, add MSYC Teacher at the Middle School, effective 11/28/2022-5/26/2023. Yr. 3-\$27.11/hr.
 - 4. Brenda LauToilolo, CNAI at the High School, change to Child Nutrition Substitute with the District, effective 12/12/2022.
 - Correction: Lorena (Karen) Rodriguez Rosas, .50 FTE Office Specialist at the MS/HS and .50 FTE Community School Site Leader at Bridgewater, change to .45 FTE Community School Coordinator at Bridgewater and .50 FTE Office Specialist at the MS/HS, effective 12/5/2022-6/9/2023.
 - 6. Karl Stromley, 1.0 FTE Long Term Substitute Health/Phy Ed Teacher at the High School from 8/23/2022-1/24/2023, add 92 days with a change of the end date to be 6/9/2023.
 - 7. Todd Thompson, Football at the Middle School, add Event Worker at the High School, effective 12/6/2022.
 - 8. Ellie Warren, Parking/Security EA for 8 hours/day at the High School, change to Parking/Security EA for 7.5 hours/day at the High School, effective 9/6/2022-6/9/2023.
 - 9. Carly Amys-Roe, Gen Ed EA for 6.50 hours/day at Bridgewater, change to Gen Ed EA for 7.0 hours/day at Bridgewater, effective 9/6/2022.
 - 10. Kevin O'Brien, Master Swim Club Coach with Community Ed Recreation, add Building Supervisor with Community Ed Recreation effective 12/9/2022-6/30/2023.
 - 11. Mary Tatge, Master Swim Club Coach with Community Ed Recreation, add Building Supervisor with Community Ed Recreation effective 12/9/2022-6/30/2023.
- iii. Leave of Absence
 - 1. Andria Cornell, Preschool Teacher at the NCEC, Family/Medical Leave beginning 11/21/2022 and continuing for up to 60 work days.
 - 2. Ann Hehr, Teacher at Spring Creek Elementary, extending Family/Medical Leave through 12/22/2022.
 - 3. Kelli Rehbein, EarlyVentures Teacher, updated FMLA leave of absence will return on 1/18/2023.
 - 4. Charlie Alvarez, Teacher at Greenvale Park, Family/Medical Leave of Absence beginning on or about 12/30/2022 and continue for 23 work days.
 - 5. Whitney Docken, Speech/Language Pathologist at Greenvale Park Elementary, Family/Medical Leave of Absence beginning on or about 4/24/2023 through the end of the 2022-2023 school year.
 - Andrea Nelson-Walker, Benefits/Payroll Specialist at the District Office, Family/Medical Leave of Absence beginning 12/14/2022-approximately 1/2/2023.
 - Shelley Stulken, 5th grade teacher at Spring Creek Elementary School, Family/Medical Leave of Absence, beginning on 12/4/2022 and continuing on an intermittent basis for up to 60 work days.
- iv. <u>Retirements/Resignations/Terminations</u>
 - 1. Brenda Lau Toilolo, CNAI at the High School, resignation effective 12/12/2022.
 - 2. Kai Richardson, EA at Bridgewater, resignation effective 12/9/2022.

- 3. Ashley Hyde, EA at the High School, not able to accept the position effective 12/12/2022.
- 4. Jed McGuire, 9th Grade Baseball Coach at the High School, resignation effective 12/9/2022.
- 5. Alyssa Parsons, Spec Ed EA at the High School, resignation effective 12/22/2022.
- v. <u>Seniority Lists</u>

The board is requested to approve the 2022-2023 Principal/Assistant Principals Seniority List and the 2022-2023 Teacher Seniority List.

- c. <u>Gift Agreement</u>
 - \$1,264.68 from Northfield Booster Club, Inc. for flowers, food and plaques for Hall of Fame ceremony

7. Items for Individual Action

a. <u>Northfield High School Facility Improvement Plan</u>. On motion by Pritchard, seconded by Butler, the board moved to direct administration to prepare a three question bond referenda that would address the needs of the high school in order of priority.

Question 1: \$40 million 25-year bond for infrastructure maintenance to the high school. Prioritizing the most pressing needs of the facility reflects good stewardship, and would include functional updates to HVAC systems, windows and lighting This question, if approved, would be tax neutral for district taxpayers. Question 2: \$20 million 25-year bond to update the academic and other spaces in the high school. Renovations could include improvements to modernize career and technical education spaces, science labs, regular and special education classrooms, and could also include renovation of the cafeteria and other common spaces. Passage of this question would require passage of question number one. Question 3: \$17-18.7 million 25-year bond for a fieldhouse and to cover the costs of the storm shelter. The fieldhouse would provide increased space for physical education classes as well as areas that can be utilized by the district's broader community. Passage of this question would require passage of both question number

one and question number two.

Chair Gonzalez-George requested a roll call vote. Voting 'yes' by roll call was Butler, Gonzalez-George and Pritchard. Voting 'no' was Baraniak, Goerwitz and Quinnell. Absent: Stratmoen. Due to the tie vote, the motion directing administration to prepare a three question bond referenda that would address the needs of the high school in order of priority did not pass.

- b. <u>Northfield High School Facility Election Timeline</u>. The board was requested to identify the election date for the district to present the high school facility plan to voters, if the plan was approved. The high school facility plan was not approved by the board and therefore, the board did not vote on an election timeline.
- c. <u>Dissolution of Girls Swim/Dive Cooperative Sponsorship</u> On a motion by Pritchard, seconded by Quinnell, the board unanimously approved 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.
- d. <u>Policy Recommendations</u>. On a motion by Baraniak, seconded by Goerwitz, the board unanimously approved the policy committee's recommended updates to policies 603, 652.1, 652, updates to the procedures for policy 652.1, and to sunset policy 651 as presented.
- e. <u>LMR Media Contract</u>. On a motion by Butler, seconded by Goerwitz, the board unanimously approved the contract with LMR Media related to sponsorship of district facilities and equipment through June 30, 2023.
- f. <u>Certify Final 2022 Payable 2023 Tax Levy</u>. On a motion by Goerwitz, seconded by Butler, the board unanimously certified to County Auditors the 2022 Payable 2023 Final Certified Levy Limitation and Certification Report in the amount of \$21,135,540.24 which represents a 5.63% increase from the prior year.
- g. <u>Fiscal Year 2022-2023 General Fund Budget Revision</u>. On a motion by Baraniak, seconded by Pritchard, the board unanimously approved the revised 2022-23 general fund budget of revenues of \$59,786,188 and expenditures of \$61,618,792.

h. <u>Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence</u>. On a motion by Pritchard, seconded by Butler, the board approved by roll call vote, the Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence effective December 12, 2022. School board member Noel Stratmoen has provided notification of his inability to serve as a member of the school board and attend meetings due to illness effective on December 9, 2022.

WHEREAS, pursuant Minnesota Statute 123B.09, subd. 4, a vacancy caused by a member being unable to serve on such the school board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district, may, after the school board has by resolution declared such vacancy to exist, be filled by the board at any regular or special meeting thereof for the remainder of the unexpired term, or until such ill or absent member is again able to resume duties as a member of such board, whichever date is earliest. It is the intent of this board to fill this vacancy and appoint a school board member at the January 9, 2023 school board meeting.

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

- 8. Items for Information
 - a. <u>Enrollment Report</u>. Dr. Hillmann reviewed the December 2022 enrollment report.
 - b. <u>Winter Orchestra Concert</u>. The annual winter orchestra concert is Monday, Dec. 19, beginning at 6:00 p.m. at Northfield Middle School. Board members should have received an invitation and are encouraged to attend.

9. Future Meetings

- a. Thursday, December 22, 5:15 p.m., Special 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

10. Adjournment

On a motion by Goerwitz, seconded by Butler, the board adjourned at 8:22 p.m.

Valori Mertesdorf Deputy Clerk-Treasurer

NORTHFIELD PUBLIC SCHOOLS School Board Minutes Special Meeting

December 28, 2022 District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Special meeting of the Northfield Board of Education of Independent School District No. 659 to order at 10:10 a.m. Present: Baraniak, Butler, Goerwitz, Gonzalez-George, and Quinnell. Absent: Pritchard. 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 Goerwitz, seconded by Quinnell, the board unanimously approved the agenda.

- 3. Items for Discussion and Reports
 - a. <u>FY2022 Audit Results and Presentation</u>. Craig Popenhagen, Principal at CliftonLarsonAllen, LLP, presented the results of the 2021-22 fiscal year audit. His comments focused on the executive audit summary. The auditors issued a clean opinion on financial statements with no comments, and issued what is known as a "clean" audit report with no findings in the internal controls, financial reporting, or preparation of the audit papers. There were no compliance issues noted in their review of the federal programs and COVID relief funds. The board commended Director Mertesdorf and the finance office staff for their excellent work.
- 4. Items for Individual Action
 - a. <u>FY2022 Audit</u>. On a motion by Goerwitz, seconded by Butler, the board approved the 2021-2022 audit reports as presented.

5. Future Meetings

- a. Monday, January 9, 2023, 6:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, Northfield DO Boardroom
- b. Monday, January 23, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- 6. Adjournment

On a motion by Quinnell, seconded by Baraniak, the board adjourned at 10:51a.m.

Valori Mertesdorf Deputy Clerk-Treasurer

Board meeting procedures for appointing a board member due to temporary resignation | Dec. 23, 2022

The following steps will be taken at the regular meeting on Jan. 9 by the Northfield School District Board of Education to fill the seat resulting from Noel Stratmoen's temporary resignation. This document was created in consultation with the Minnesota School Boards Association.

Step	Explanation
Introduction of action item — describe the reasons for the appointment and the selection process.	The board chair explains the reasons and the process.
Speaking opportunity: those who have completed an interest form by Jan. 3 at 5 pm may address the board for no more than two minutes. They may outline why they are qualified to receive the appointment.	The board chair calls people to the podium. The vice chair will manage the two minutes those who have submitted an interest form to speak.
Open nominations.	The board chair asks board members to indicate they would like to make a nomination by raising their hands.
Nominations by board members.	The board chair will call on board members who indicate they want to make a nomination. This continues until there are no other nominations (The board chair will close nominations after the board chair has asked "are there any other nominations" three times without a response from any board member.
Discussion.	The board chair will facilitate a discussion about the nominees.
Voting on nominees.	The board chair will facilitate the board votes, by roll call, on nominees in the order they were nominated. Once one nominee receives the majority of votes from members present at the board meeting, the process is complete, and no other nominees will be voted upon.
Oath of Office.	The Acceptance of Office and Oath of Office document will be signed and notarized. The board chair will administer the ceremonial oath of office to the appointee.



Name: Paige Anderson Bowen

Educational Background (degrees, certifications, etc.)

Bachelor's, Master's of Public Health, JD (1L student)

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

Recently, a colleague introduced me saying "Paige is outspoken and cares about humans." This characterization defines each aspect of my life: as a mother, as a professional, and as a lifelong learner.

As a mother, I co-parent two current Northfield Public School students—a 14 year-old who is a ninth grader in the high school, and an 11 year-old who is a sixth grader in the middle school. My children both graduated from the elementary Companeros program (at Spring Creek), participated in band and orchestra, and compete in varsity (Cross Country) and club (Ultimate Frisbee) sports. I am deeply invested in the success of the local public school system. Not only because of the direct impact it has on my own children, but because the public school system is the backbone of a thriving community. It is the only system in our social services network that serves all children, all families. As a professional trained in public health, I view public education as a sister to public health. The strategies, visions, and best practices of each are intertwined and dependent on the other. During the 2021-22 school year, I actively increased my engagement in the school district. First, I served a term as an AmeriCorps ReadingCorps early literacy tutor at Spring Creek Elementary. Second, I served as a family/community representative on the District's SY2022-23 District Budget Team.

Professionally, I am a nonprofit administrative leader in community healthcare delivery, research, and policy. In my work, I directly confront the institutional racism and structural inequities that negatively impact individual and population health outcomes, and advocate for and identify bold solutions that dismantle social, structural, and political determinants of health and foster environments in which all people can thrive. My professional success is predicated on my ability to cultivate and nurture effective, collaborative relationships with community, industry, and policy leaders, public and private funding partners, and local communities to co-design and implement a strategic program portfolio designed to expand access to care, mitigate the impacts of social determinants of health, and build health equity at individual, family, and population levels. I currently serve as the Chair of the State of Minnesota's Maternal and Child Health Advisory Task Force, by appointment of the State Commissioner of Health. My senior/executive leadership roles have included accountability and oversight of diversity, equity, and inclusion; community engagement and outreach; strategic partnerships; government relations; and public funding portfolios (\$20MM per annum in state/federal grants). A number of my skills developed professionally are transferrable to the School Board environment, such as: strategic planning, family engagement, media relations, government grants procurement and management, and government relations.

As a lifelong learner, I recently returned to formal education myself. After nearly two decades since completing my master's degree, I started a Juris Doctor (JD) program in Fall, 2022. My intent is to use this training and education to advance my skills in public policy and systemic level change to further build a state in which all families can thrive.



Name: Dr. Ralph Brauer

Educational Background (degrees, certifications, etc.)

BA Grinnell College, MA University of Wyoming, PhD University of Minnesota, post-graduate study MIT System Dynamics

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

As someone who has worked with districts throughout the country, I know temporary appointments must insure a smooth transition not unlike a relay baton pass. That means getting up to speed quickly, coordinating with a team, and knowing board and district functioning. When I first underwent training as a board member in the state's largest district (Anoka-Hennepin), the trainer for MSBA cautioned that new members can take a year or more to learn the nuances of school finances and state mandates. How many of your candidates understand MARSS, for example?

Northfield is known as a high-performing and well-managed district. That was demonstrated by the district's outstanding results in the recent audit and by the selection of Matt Hillmann as a finalist for National Superintendent of the Year. Any interim board member must, above all, be someone who assures this performance continues by adhering to the current strategic plan and policies. Equally important will be an ability to hit the ground running in terms of insuring that the district's goals for this legislative session are met, particularly in regard to indexing for inflation, adequate support for special ed, and dealing with enrollment issues that are acute statewide.

As a recent new resident of Northfield, I bring to this task no agenda other than continuing this excellence and my experience as a former board member and head of a national school organization, a position I retired from in 2007. That work brought a Bush Foundation Leadership Fellowship which I used to study applying system dynamics to school planning. One result was a mathematical model for district decision-making that received national attention and was funded by the Minnesota Department of Education. I wrote about the model for the School Administrator. Chris Richardson was involved in developing the model and is aware of my other work.

The organization I served as Executive Director, the Transforming Schools Consortium, contained some of the top districts in the country including Omaha West Side, Central Kitsap (WA), Chittenden (VT), and districts in Minnesota including Pequot Lakes, Staples, Wadena, Anoka, Stillwater, and others. Founded by Bill Norris, TSC began with a mission to provide personal learning plans for every student. This yielded an open-source software program that was funded and certified by the state. From that we moved to resource sharing between districts, trading programs and curricula, cutting staff development costs. I also have done strategic planning for districts, most recently for Ely in 2017. I share this, not out of any desire

to bring these programs to Northfield, but to show my commitment to providing the best learning opportunities for all students.

During this career, I worked with the Minnesota legislature and various state and national organizations. I also served on the Anoka-Hennepin Parent Legislative Team. This experience working with legislators as well as my success with grants could be the most valuable assets I can bring.

If the board position does not work out, I welcome other opportunities to serve and thank you for your consideration.



Name: Robert Coleman

Educational Background (degrees, certifications, etc.)

M.A. History, Arizona State University; B.A. History, University of Montana

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

Thanks to the dedicated work of excellent district leaders, educators, and community members, Northfield is fortunate to have an exemplary school district that is known as a regional leader. This is something that our community should justly be proud of. Maintaining our great schools takes constant effort, a commitment to continual improvement and the willingness of community members to step up to serve in leadership roles. As someone with a history of engagement with our school district, combined with my passion for public education and advocacy for our schools and students, I believe that I could bring a useful set of skills and a unique perspective to the board table.

I am a stay-at-home father of two young children in the Northfield School District: a first grader at Spring Creek Elementary and a preschooler in the district's Hand-in-Hand Preschool. With them in mind, I have served as an advocate for the district's students, particularly the youngest. In 2018, I helped champion Northfield's early childhood-focused bond referendum to its successful passage and have served on numerous district committees (such as Community Education, Communications, Budget Prioritization and High School Facilities) as an advocate for our students, their families and Northfield's educators. One example of this is my work with the Northfield School District's Legislative Action Committee in which I closely followed the work of the Minnesota Legislature and engaged with lawmakers to advocate on issues of school funding and education policy.

I am a passionate believer in the power of public education. Having grown up and gone to school K-12 on the Blackfeet Reservation in Montana, I experienced firsthand how influential a positive school environment and committed teachers can be in changing children's lives. An exceptional public education empowers all young people and provides opportunities for them to gain the skills they need to be successful in whatever path they choose to pursue in life. For our school board to continue to successfully oversee preK-12 public education in Northfield, our district leaders should work collaboratively as they listen to, and work with, all groups to chart the best path forward. My vision of leadership includes a strong commitment to working positively with all and helping empower others in the search for solutions that support the district's vision and strategic commitments. If appointed, I would work together with the rest of the Board of Education to make our schools the best places they can be.

The circumstances around this temporary opening are truly unfortunate. I hope that recovery will occur quickly and that this appointment is for a short period. Still, if appointed, I would fully commit myself to

devoting the time and energy necessary to honor this role, and to be fully prepared to engage with the issues currently facing the board.



Name: Kristen Geissler

Educational Background (degrees, certifications, etc.)

BA: Education, Gustavus Adolphus College, MS: Education, Mankato State University, Minnesota Teaching Licensure Active: Physical Education, Driver's Education, Coaching, Special Education: Emphasis EBD and LSD

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

I would be honored to be a school board member. As a licensed teacher I am invested in quality education for students. With a background in Special Education I seek a greater understanding of delivery of services to best enable student success. As a business owner working with teens learning to drive, I have a unique perspective of teens seeking knowledge outside of the regular classroom. I am well versed in alternative learning modes. With children who went through both the pubic school and charter school learning environments, I feel I can advocate for differing learning milieus.



Name: Lemke Victoriya

Educational Background (degrees, certifications, etc.)

AAS, LDA, MN Life and Health Insurance license

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

I have considered running for the Northfield School Board in the past, but with my previous work schedule did not think that I would have the time necessary to commit. I now have a work from home job that allows me more flexibility to do so. I have always been involved in my children's education and think it is important to have a well rounded board with opinions from all sides. I have served on other boards for my children and been very involved. I think it is important to keep an open mind and keep the "big goal" of the children and their education as the focus.



Name: Rodney Oto

Educational Background (degrees, certifications, etc.)

B.A. from Coe College (Iowa); Ed.M. from Harvard University.

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

I am interested in continuing the good work of Noel Stratmoen and bringing a different perspective to the Board's deliberations. Education is often the key ingredient for so many individuals and reflected in their successes and is also a sign of the strength of our community. Northfield is unique with two prominent colleges and the expectation that its public schools are at an exceptional level. These goals are challenging but imperative if we desire a strong and vibrant city for the future.

I have been in education my entire career, starting as a fifth-grade teacher right out of college and ending with 22 years at Carleton College as Associate Dean of Admissions and Director of Financial Aid. Along the way, I have held positions at 4 other institutions in 3 different states. These varied experiences have brought broader perspectives and creative solutions to my work. During my time as an administrator, I have learned the delicate balance of juggling multiple (and often competing) priorities and the need for creative problem solving when faced with limited resources. I also have experience dealing with Federal and State entities and how their programs can serve our objectives. During my work I have come to understand and appreciate everyone's value and point of view in meeting our goals. My belief is that if we are all committed to the same objectives and goals, we should be able to achieve them even when we disagree about logistics and details.

My interest in the Northfield Schools has always been strong since both my children graduated from the high school and my wife was employed with Community Education as well. Over the years, I have been involved with the Parents Advisory Committee (high school) and offered opinions about the District's strategic planning and other proposals when public comments were sought. Of particular note is my contribution to the adoption of weighted grades in the high school and participating on the search committee that hired Joel Lear.

I grew up in Hawaii and went to college in Iowa. I was the first in my family to achieve college and know the struggles that families make to achieve that goal. I also know the anxiety and loneliness one feels when venturing into the unfamiliar. The District's responsibilities are significant when preparing our students for their future. It is not only content, but confidence that leads to success in one's life and career. I hope to bring some of my diverse experiences and perspectives to the Board's discussions and decision making.

Those who have worked with me would use descriptors of my style as: hardworking, thoughtful,

outspoken, outside the box, and team player. I now have time to devote to causes I believe in and I can think of no better one than the education of our students. Thank you for your time and I hope you will consider me for this position.



Name: Emily Zimmer

Educational Background (degrees, certifications, etc.)

B.S. Mass Communications (Journalism emphasis) Minnesota State University, Mankato; M.S. Integrated Marketing Communications, West Virginia University

In 500 words or less, please answer: Why do you want to serve on the Northfield School Board? How are you qualified? What experiences make you a high-quality board member?

I would like to express an interest in the temporary Northfield School Board member position. As an active member of the Northfield area community and currently employed in higher education, I have a mixture of skills and experiences that will contribute positively to the board for the time that it takes the current elected member to convalesce.

My community involvement includes serving on the Dundas Parks and Recreation Advisory Board for eight years, the Northfield Fastpitch Softball Association for six years (two-years as President), and the Northfield Girls Basketball Association for three years.

Currently, I am employed with Dakota County Technical College and Inver Hills Community College. In my role as a marketing project manager, I lead public relations for both colleges and campus event management including commencement ceremony planning. It's the best day of the year! A bit more about my background, I am a 2005 Minnesota State University, Mankato graduate. Shortly after graduating, I began my career as a journalist at the Northfield News. My curious nature and eye for detail helped me write award-winning news coverage for 10 years for various news agencies. As a

reporter, I developed skills in storytelling, editing, photography and social media. I also developed a keen understanding of the ways school boards and local government agencies work.

In 2015, I decided it was time for something new and entered the Integrated Marketing Communications Master of Science program at West Virginia University. I finished my degree in May 2017 with a 4.0 GPA. During that time, I worked for the Minnesota Department of Human Rights. The position included working with public and private organizations to create civil rights engagement opportunities. The focus of that work was to create relationships, recognize the inherent value of all Minnesotans, and acknowledge the intersections of our identities. It was hard but impactful work. I carry those experiences and values into all positions.

In 2018 an opportunity to work closer to home opened and I took a position with the shared-services marketing department at Dakota County Technical College and Inver Hills Community College. The colleges have generously allowed me to take part in several leadership development opportunities. In 2022, I completed the National Council for Marketing and Public Relations Leadership Institute, a year-long learning opportunity focused on developing leadership skills in the two-year college setting. Currently, I am participating in the Luoma Leadership Academy, a 15-month leadership development program designed to nurture leadership talent for Minnesota State.

In closing, I offer a unique mix of community, professional, educational and leadership experience that

can benefit the district. Also, I'd cherish the opportunity to explore this level of public service. Thanks for the consideration.