

INDEPENDENT SCHOOL DISTRICT NO. 659
REGULAR SCHOOL BOARD MEETING

Monday, April 22, 2024 ~ 6:00 p.m. ~ Regular Board Meeting
Northfield District Office Boardroom

[Zoom Link](#)

AGENDA

1. Call to Order
2. Agenda Approval/Table File
3. Public Comment
4. Announcements and Recognitions
5. Items for Discussion and Reports
 - a. Proposed 2024-25 Child Nutrition Fund Budget
 - b. Revised 2023-24 and Proposed 2024-25 Community Education Fund Budgets
 - c. Ice Arena Letter of Support to the Northfield City Council
 - d. Fall 2024 Bond Referendum
6. Committee Reports
7. Consent Agenda
 - a. Minutes
 - b. Gift Agreements
 - c. Financial Report
 - d. Personnel Items
8. Items for Individual Action
 - a. Resolution for Termination and Non-Renewal of Probationary Licensed Staff
9. Items for Information
 - a. National Teacher Appreciation Week
 - b. Graduation Update
10. Future Meetings
 - a. Monday, May 13, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - b. *Tuesday, May 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - c. Monday, June 10, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

*Note that Monday, May 27 is Memorial Day
11. Adjournment

NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM

Monday, April 22, 2024 ~ 6:00 p.m. ~ Regular Board Meeting
Northfield District Office Boardroom
[Zoom Link](#)

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed.D., Superintendent
RE: Explanation of Agenda Items for Monday, April 22, 2024, 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. Proposed 2024-25 Child Nutrition Fund Budget. Stephany Stromme, Director of Child Nutrition, will present the 2024-25 proposed child nutrition budget. This fund is used to record financial activities of providing nutrition services to students, which include preparation and service of the milk, meals, and snacks in connection with school and community services activities. No board action is required at this meeting.
 - b. Revised 2023-24 and Proposed 2024-25 Community Education Fund Budgets. Director of Community Education Erin Bailey will present a revised 2023-24 Community Education Budget and the Proposed 2024-25 Community Education Budget. Approval of the revised budget will be an item for individual action at the next board meeting. The 2024-25 proposed budget has been developed with input from each program coordinator and the Community Education Advisory Council. No board action is required at this meeting.
 - c. Ice Arena Letter of Support to the Northfield City Council. Superintendent Hillmann and Board Chair Gonzaelez-George have drafted a letter on behalf of the Board of Education and Northfield Public Schools affirming our commitment to leasing the City of Northfield's ice arena at a cost of up to \$250,000 per year for an estimated 20 years (including ice time). The district would use its lease/levy authority to fund the annual payment, just as it does for the current ice arena, the gymnastics center, and the Dundas Dome. Ehlers has provided an estimated tax impact analysis of the increased lease. The board will be asked to approve the submission of this letter to the Northfield City Council at the May 13 board meeting.

The district would be part of a public/private partnership that includes the district, the City of Dundas, the City of Northfield, and the Northfield Hockey Association.
 - d. Fall 2024 Bond Referendum. The district is working with Wold Architects & Engineers, Ehlers, and the Dorsey & Whitney law firm to prepare the ballot language for the Nov. 5, 2024, bond referendum. We will likely introduce the ballot language at the May 13 board meeting and request board approval at the May 28 board meeting.

The district must submit a Review and Comment document to the Minnesota Department of Education. We have collaborated with Wold Architects & Engineers to finalize the Review and Comment document to be submitted to MDE for approval. The Review and Comment will be included in the table file and the board will be asked to approve the submission of the Review and Comment at the May 13 board meeting.
6. Committee Reports
 - Board member Butler will provide a report on the Community Education Advisory Committee.
 - Board member Goerwitz will provide reports on the Northfield Branding Advisory Committee and the Communications Advisory Committee.

- Board member Nelson will provide a report on the Wellness Committee.

7. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on April 8, 2024.
- b. Gift Agreements. Gift agreements to be approved are attached.
- c. Financial Report - January 2024. Director of Finance Mertesdorf requests the board approve paid bills totaling \$2,396,848.19, payroll checks totaling \$3,563,567.29, bond payments totaling \$5,017,754.38, a wire transfer totaling \$400,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$300,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for January 2024. At the end of January 2024 total cash and investments amounted to \$20,700,123.75.
- d. Personnel Items
 - i. Appointments
 1. Kathleen Clark, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 2. Jeffrey Eckhoff, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 3. Stephanie Ennis, Targeted Services Summer PLUS Teacher for up to 6.50 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
 4. Nolan Feldhake, KidVentures Student Site Assistant for up to 15 hours/week at Spring Creek and Greenvale Park, beginning 4/18/2024. \$14.90/hr.
 5. Rosemary Fink, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 6. Thomas Graupmann, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 7. Molly Holland, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 4/22/2024. \$20.84/hr.
 8. Emmalee Kmoch, 1.0 FTE Long Term Substitute Third Grade Teacher at Bridgewater, beginning 4/17/2024-6/6/2024. MA, Step 1
 9. Kathleen Kopseng, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 10. Lynda Maus, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 11. Rebecca Messer, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 12. Andrew Richardson, Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
 13. Emily Sanchez, Community School Club Leader for up to 12 hours/week at Greenvale Park, beginning 4/10/2024-5/18/2024. \$24.30/hr.
 14. Mark Thornton, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 15. Nancy Veverka, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 16. Earl Weinmann, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 17. Regina Zakrajsek, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 - ii. Increase/Decrease/Change in Assignment
 1. TJ Austin, 1.0 FTE Agriculture Ed Teacher at the High School, add 20 extra days annually to cover summer Ag Ed activities at the High School, effective 4/15/2024. Lane/step
 2. Michelle Bauer, PreK-12 Systems and Instructional Coach at the District Office, add Targeted Services Summer Plus/BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School and Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
 3. Doug Bengston, Drivers Ed Classroom Instructor at the High School, add AP Test Proctor at the High School, effective 5/1/2024-5/17/2024. Licensed Sub rate.
 4. Pamela Bennowitz, EL EA (temporary position) for 7.25 hours/day at Greenvale Park, change to EL EA (ongoing position) for 7.25 hours/day at Greenvale Park, effective 4/17/2024.
 5. Pam Charlton, Grade 1 Teacher at Bridgewater, change to ADSIS Interventionist at Greenvale Park, effective 8/22/2024.
 6. Charles Cogan, French Teacher at the High School, add AP Test Proctor at the High School, effective 5/1/2024-5/17/2024. Licensed Sub rate.
 7. Raymond Coudret, Math Teacher at the High School, change to PreK-12 Systems and Instructional Coach at the District Office, effective 7/1/2024.
 8. Kevin Dahle, .60 FTE Social Studies Teacher/.40 FTE Presidential Release at the High School, change to 1.0 FTE Social Studies Teacher at the High School, effective 8/22/2024.
 9. Jennifer Henriksen, Administrative Assistant Class III at the Middle School, change to Administrative Assistant Class IV at the Middle School, effective 4/22/2024.
 10. Jeff Holter, Custodian at the Middle School, change start date to 4/22/2024.

11. Alexa Hotz Zenk, FACS Teacher at the High School, add Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
 12. Bailey Krueger, 1.0 FTE Speech and Language Pathologist at Greenvale Park/Spring Creek, MA, Step 6 change rate of pay to MA10, Step 6 effective 8/22/2024.
 13. Darren Lofquist, Grade 2 Teacher at Bridgewater, add Targeted Services Summer PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
 14. Katie Lovrien, Will Program Teacher at the Middle School, add Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
 15. Savannah Metcalf, Instructor Lead with Community Ed Recreation, add Summer Lifeguard, and Summer Instructor Assistant, with Community Education Recreation, effective 5/29/2024-8/31/2024. Lifeguard - Step 1 - \$14.00/hr., Summer Instructor Assistant - Step 1 - \$14.00/hr.
 16. Ellen Mucha, MTSS Teacher at the High School, add .5 Yearbook Advisor at the High School, effective 4/15/2024-6/6/2024.
 17. Adeline Nelson, Gen Ed EA at the NCEC, change to Special Ed EA PCA at the NCEC, effective 1/2/2024-6/6/2024. + PCA Stipend of \$1,057.47
 18. Lizbeth Ramirez, Special Ed EA PCA for 25.75 hours/week at Greenvale Park, change to Special Ed EA PCA for 26.25 hours/week at Greenvale Park, effective 4/1/2024.
 19. Amanda Rezac, Special Ed EA PCA at Greenvale Park, change to Special Ed EA PCA at the High School, effective 4/15/2024.
 20. Nubia Roman, MSYC Site Leader at the Middle School, extend end date to 5/23/2024.
 21. Angie Schock, Grade 6 Teacher at the Middle School, add Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
 22. Amber Soderlund, Grade 2 Teacher at Spring Creek, add Targeted Services Summer PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
 23. Allison Sweeney, Instructional Coach Behavior Teacher at Spring Creek, add Targeted Services Summer Plus/BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School and Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
 24. Gina Swenson, Grade 1 Teacher at Greenvale Park, add Targeted Services Summer PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
- iii. Leave of Absence
1. Ann Jerdee, English/Language Arts Teacher at the Middle School, unpaid Leave of Absence for the 2024-2025 school year.
 2. Lisa Krueger Robb, EL Teacher at the High School, FMLA Leave of Absence beginning 4/29/2024 through the end of the 2023-2024 school year.
 3. Gerald Smuda, Custodian Engineer at Bridgewater, FMLA Leave of Absence beginning 4/1/2024 for up to 60 work days.
- iv. Retirements/Resignations/Terminations
1. Hani Abdi, Custodian at the Middle School, termination effective 4/9/2024.
 2. Lupema Celis Castillo, Educational Assistant at Greenvale Park, resignation effective 5/31/2024.
 3. Brandon Foster, Assistant Lacrosse Coach at the High School, resignation effective 3/19/2024.
 4. Lisa Krueger Robb, Yearbook Advisor at the High School, resignation effective 4/10/2024.
 5. Andrea Redder, Early Childhood Teacher and Special Ed EA at the NCEC, resignation effective at the end of the 2023-2024 school year.
 6. Deb Seitz, Speech Coach at the Middle School, resignation effective at the end of the 2023-2024 school year.
 7. Andrea Waldock, Educational Assistant at Bridgewater, retirement effective 6/30/2024.
 8. Cori Yamry, 8th Grade Volleyball Coach at the Middle School, resignation effective 4/10/2024.

*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. Resolution for Termination and Non-Renewal of Probationary Licensed Staff. The board is requested to adopt the enclosed resolution related to the termination and non-renewal of the teaching contract of the following probationary licensed teachers effective at the close of the current 2023-2024 school year.

<u>Name</u>	<u>FTE</u>	<u>Position</u>
Charles Cogan	.40	French – Tier 1 Teacher
Joanna McLees	.45	Special Education – Tier 2 Teacher

Superintendent’s Recommendation: Motion to adopt the resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teachers listed above effective at the close of the current 2023-2024 school year.

9. Items for Information

- a. National Teacher Appreciation Week is May 6 - 10, 2024. Teacher Appreciation Week is celebrated in the first full week of May and is our chance to say thank you to those that play or have played such a huge role in our lives. We recognize the dedicated educators across the country, in our state, and in our district, and the lasting contributions they make to our lives.
- b. Graduation Update. ALC graduation is scheduled at 6:00 p.m. on Friday, May 31 in the Middle School Auditorium. Northfield High School's graduation is scheduled at 2:00 p.m. on Sunday, June 9 at Memorial Field.

10. Future Meetings

- a. Monday, May 13, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. *Tuesday, May 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, June 10, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

*Note that Monday, May 27 is Memorial Day

11. Adjournment

Reaching Out, Reaching Up:

THE 2027 STRATEGIC PLAN



VISION

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

BENCHMARKS

1

All children are ready for **kindergarten**.

2

All students are connected to the **community**.

3

All students are at grade level in **reading and mathematics** by the end of third and sixth grades.

4

All students exhibit physical, social and emotional **well-being**.

5

All students have a **connection** with a caring adult beyond their parents as they transition to middle school.

6

All students have interests, goals and a **vision** for the future by the end of eighth grade.

7

All students **graduate** from high school with a plan to reach their full potential.

8

All **employees** report satisfaction in the workplace.

9

All **parents** report satisfaction with their children's educational experience.

10

The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure **financial stability**.

11

Community education provides relevant and accessible learning opportunities for all residents.

Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career."

STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

District Vision: We prepare **every** student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

Department Mission: Provide quality nutritious meals that support the growth and development of our students to fuel their learning.

2023-24 Update:

On March 17, 2023, Governor Walz signed the MN Free School Meals bill into law. The MN Free School Meals Program is a permanent program that provides state reimbursement to schools that participate in the National School Lunch Program and the School Breakfast Program so that students can have one breakfast and one lunch at no cost at school. The Free School Meals Program began on July 1, 2023.

What is included in the MN Free School Meals Program? In schools, like Northfield, who have implemented “Offer versus Serve”:

- At breakfast, the student must choose at least three items to be counted as a reimbursable meal. The student must choose a ½ cup serving of fruit or vegetable as part of their breakfast.
- At lunch, the student must choose at least three components to be counted as a reimbursable meal. The student must choose a ½ cup serving of fruit or vegetable as part of their lunch.

What is NOT included in the MN Free School Meals Program? Single item purchases and non-reimbursable meals are not free. Some examples include:

- carton of milk
- snack items
- second entrée
- A second breakfast or a second lunch
- Meals that do not meet the minimum requirements
- Meals served to teachers, staff, and other adults.

Breakfast: Breakfast has been proven to positively affect learning in children in terms of behavior, cognitive, and school performance. Offering free breakfast for all students at Northfield schools ensures that every student can be ready to learn every day. Data collected through January 31, 2024 shows that during the first semester of school we served **68,237** breakfasts. This was an increase in breakfast meals by approximately 50% from the 2022-23 school year during the same time period.

Lunch: Additional data collected through January 31, 2024 shows that we have served **228,874** lunches which is an increase by approximately 20% from the 2022-23 school year during the same time period.

The increase in meal participation is largely due to the implementation of the MN Free Meals for Kids program. It appears that we are following the state trend of significantly higher meal participation in breakfast, while still seeing a substantial increase in lunch meals. The increase may have been even more significant without the drop in enrollment over the past year.

Community School: This school year Community School was offered at all three elementary schools and the middle school. Through March 31 we have provided 10,611 after school snacks free to all students attending this program.

World Language Week (WLW): As the school year started we were challenged with the upcoming MN Free Meals for Kids program. As we faced these uncertainties one thing we always kept in mind was how we were going to continue serving quality nutritious meals to our students while remaining fiscally responsible and still meeting the USDA meal program requirements. During WLW some of the foods we sampled were Sambusas and Tikka Masala.

Farm to School: We continue each year to try and expand our farm to school program offering students access to locally and regionally grown produce and protein sources. We received a Full Tray Grant in the amount of \$25,000 to purchase a new double convection oven for the high school and \$15,000 to purchase locally and regionally grown foods. Our food and equipment awards must be matched on a 1:1 basis.

2023-24 Budget Revision

We have seen a significant increase in overall meal participation of approximately 27% for SY 2023-2024. The adopted budget included revenues of \$2,407,584 and expenditures of \$2,645,006. Due to higher than expected food costs and a revised revenue forecast with actual participation, we recommend the revised budget include revenues of \$2,669,198 and expenditures of \$2,645,365. Since both our revenues and expenditures were higher than anticipated, our revised ending fund balance for the 2023-24 school year is very similar to this year's adopted budget.

2024-25 Proposed Budget

Revenue Assumptions: Revenue for the school year 2024-25 was calculated using data from the previous three school years' actual budgets with an emphasis on 2023-24 and the implementation of the free meal program. It is our goal to provide quality nutritious meals for all students that support their growth and development to fuel learning potential but also understand as a business operation the need to remain fiscally responsible. School Nutrition Program funds may not subsidize meals served to non-program adults. The adult meal price must be set high enough so the customer fully pays the cost of the meal. For school year 24-25 updated minimum adult meal prices and second meal prices will be available from MDE this summer once reimbursement rates are received from the USDA. We are proposing to keep adult and second lunch prices at \$5.00 unless the required minimum exceeds this amount. The proposed budget revenue for the school year 2024-25 is **\$2,550,906**.

Expenditure Assumptions: Our primary food vendor has indicated that they are expecting most food costs to remain fairly stable, but that they are expecting a higher increase over the next year on protein sources. Others have suggested a 4-6% increase in food cost. The current Consumer Price Index (CPI) for food has shown to be 2-3 % over the last 12 months. This year we budgeted using actual staffing hours and rates to get more accurate data. The proposed budget expenditures for the 2024-25 school year are **\$2,746,877**.

Budget Plan: We propose a 2024-25 budget with total revenue of **\$2,550,906** and expenditures of **\$2,746,877**. Due to the above-mentioned expenses, we plan to spend down our fund balance for the 24-25 school year. Our projected fund balance is below the temporary maximum fund balance requirement from MDE. We are projecting to end FY25 with a fund balance of **\$765,323**. The fund balance maximum for the school year 2024-25 should not exceed \$1,831,251. While MDE temporarily has set a maximum fund balance that should not exceed 6 months average operating expenditures, assuming a 9 month operating year, our department's goal is really to work towards maintaining 14% of expenditures to be consistent with other funds in the district. For 2024-25, 14% of our expenditures would be approximately \$384,563.

Child Nutrition

April 22, 2024

Strategic Plan

VISION

We prepare **every** student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

Reaching Out, Reaching Up: THE 2027 STRATEGIC PLAN

VISION

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BENCHMARKS

1 All children are ready for kindergarten .	2 All students are connected to the community .	3 All students are at grade level in reading and mathematics by the end of third and sixth grades.
4 All students exhibit physical, social and emotional well-being .	5 All students have a connection with a caring adult beyond their parents as they transition to middle school.	6 All students have interests, goals and a vision for the future by the end of eighth grade.
7 All students graduate from high school with a plan to reach their full potential.	8 All employees report satisfaction in the workplace.	9 All parents report satisfaction with their children's educational experience.
10 The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure financial stability .	11 Community education provides relevant and accessible learning opportunities for all residents.	<small>Note: The first seven benchmarks are aligned with the language identified by Northfield Public Schools as a collective impact commitment of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career."</small>

STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



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Equity

We ensure that every child has a fair opportunity to reach their full potential.



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We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

Child Nutrition Services

Will provide quality nutritious meals that support the growth and development of our students to fuel their learning.



2023-24 Update





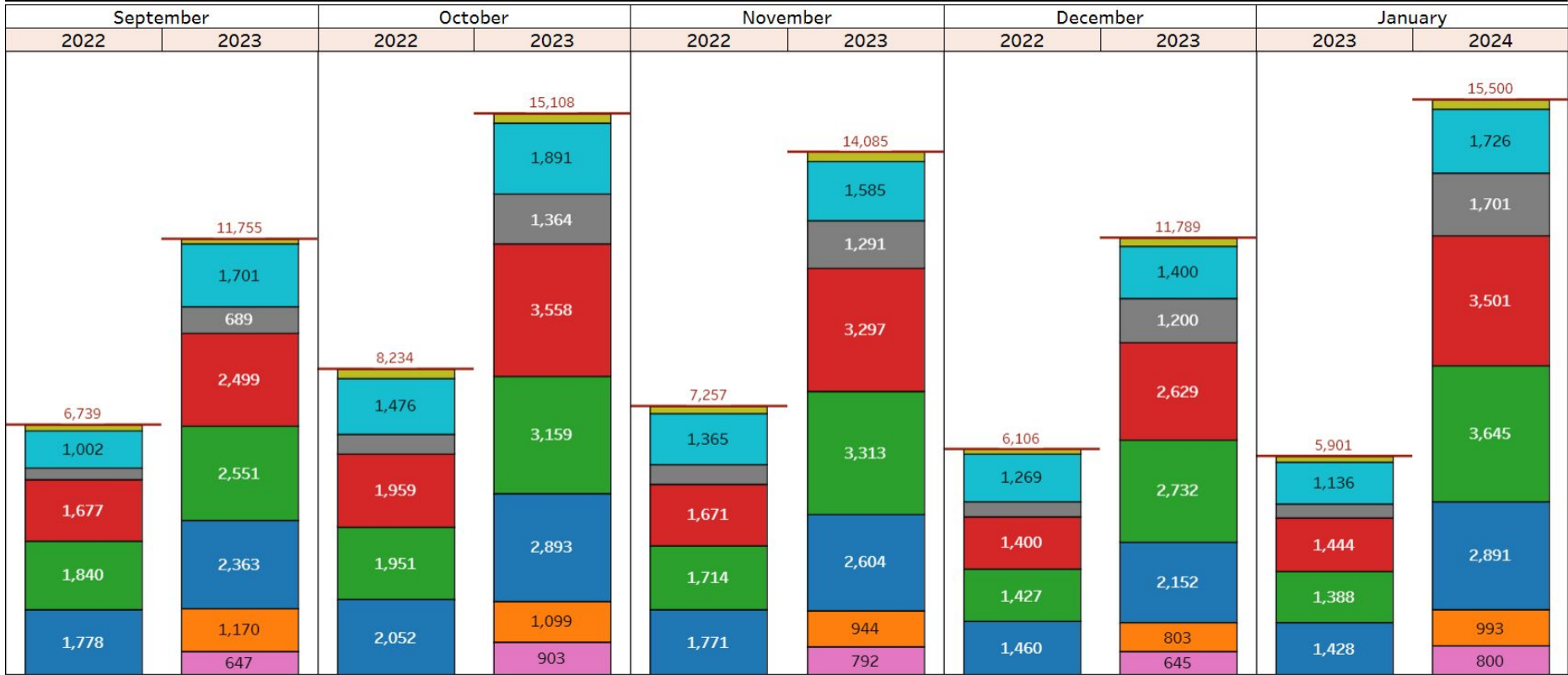
Ride the wave of good nutrition!

National School
Breakfast Week
March 4-8, 2024



Number of Meals Served By School: FY2023 vs FY2024

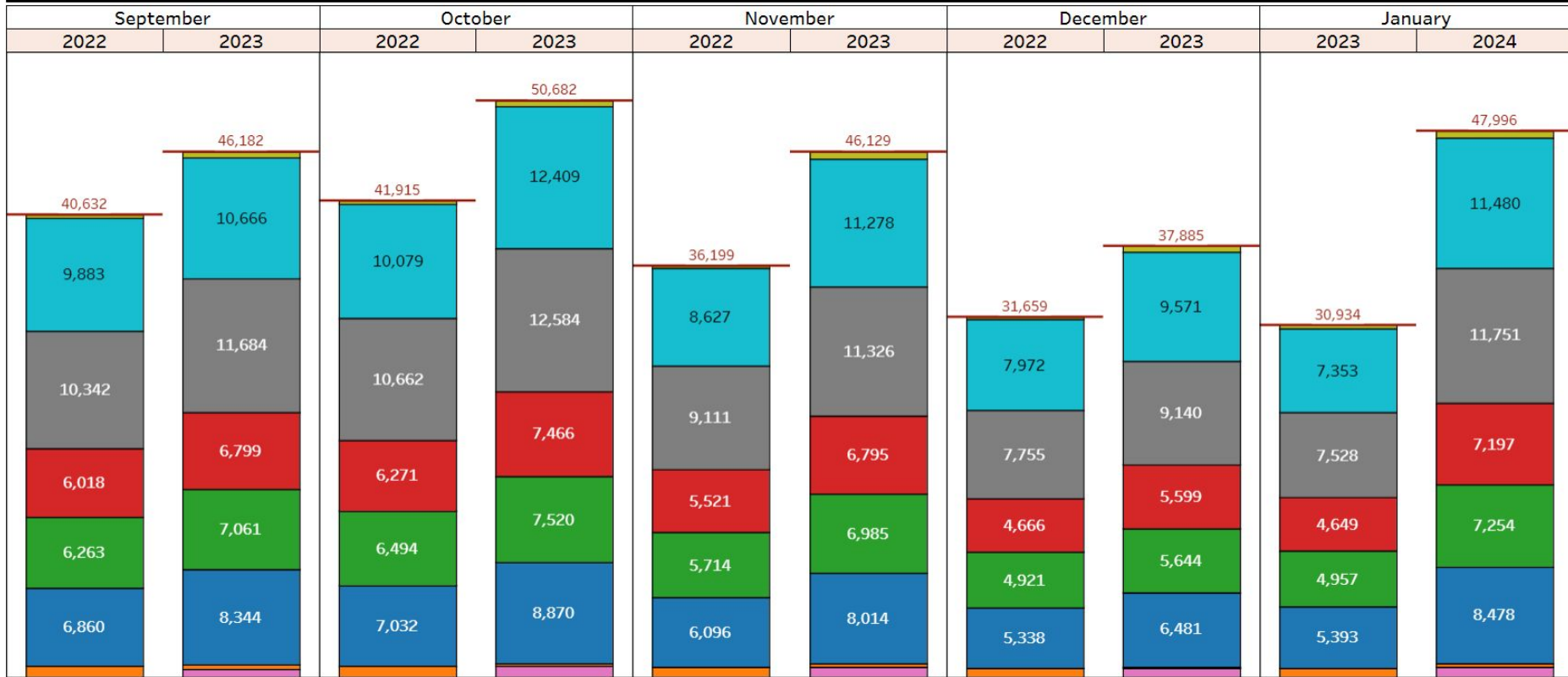
Meal Selected Using Filter on Right: **Breakfast**





Number of Meals Served By School: FY2023 vs FY2024

Meal Selected Using Filter on Right: **Lunch**



After School Snack - Community School



Snacks served as of March 31

BW: Total: 2926

GVP: Total: 3103

SC: Total: 2899

MS: Total: 1683

World Language Week





Farm to School

- Full Tray Grant
- Fireside Apple Orchard - Great Apple Crunch



Child Nutrition

2023-24 Revised Budget
2024-25 Proposed Budget



Revenue Summary

	2021-22 Audit	2022-23 Audit	2023-24 Proposed	2023-24 Revised	2024-25 Proposed
Local Sources	\$190,510	\$1,058,297	\$404,300	\$343,000	\$322,000
State Sources	\$80,988	\$97,980	\$940,000	\$1,135,000	\$1,174,000
Federal Sources	\$2,570,826	\$1,207,006	\$1,063,284	\$1,191,198	\$1,054,906
Total Revenue	\$2,842,324	\$2,363,283	\$2,407,584	\$2,669,198	\$2,550,906

Expenditure Summary

	2021-22 Audit	2022-23 Audit	2023-24 Proposed	2023-24 Revised	2024-25 Proposed
Salaries and Benefits	\$ 1,182,086	\$ 1,206,373	\$ 1,296,508	\$ 1,279,367	\$ 1,346,051
Purchased Services	\$ 22,243	\$ 50,042	\$ 88,900	\$ 66,900	\$ 66,900
Food and Supplies	\$ 1,077,695	\$ 1,166,145	\$ 1,246,598	\$ 1,286,098	\$ 1,265,926
Equipment	\$ -	\$ 129,498	\$ 13,000	\$ 13,000	\$ 68,000
Total Expenditures	\$ 2,282,024	\$ 2,552,058	\$ 2,645,006	\$ 2,645,365	\$ 2,746,877

Child Nutrition 2024-25 Proposed Budget

	2021-22 Audit	2022-23 Audit	2023-24 Proposed	2023-24 Revised	2024-25 Proposed
Beginning Balance	\$ 565,936	\$ 1,126,236	\$ 937,461	\$ 937,461	\$ 961,294
Revenue	\$ 2,842,324	\$ 2,363,283	\$ 2,407,584	\$ 2,669,198	\$ 2,550,906
Total Sources	\$ 3,408,260	\$ 3,489,519	\$ 3,345,045	\$ 3,606,659	\$ 3,512,200
Expenditures	\$ 2,282,024	\$ 2,552,058	\$ 2,645,006	\$ 2,645,365	\$ 2,746,877
Ending Fund Balance	\$ 1,126,236	\$ 937,461	\$ 700,039	\$ 961,294	\$ 765,323
<i>Fund Balance Max</i>	\$ 1,521,349	\$ 1,701,372	\$ 1,763,337	\$ 1,763,577	\$ 1,831,251

Per the MN Department of Education, the Child Nutrition Department fund balance should not exceed 6 months average operating expenditures assuming a 9 month operating year.

**Increased from 3 months for FY 2021-22. This is a temporary change.*





**Community Education 2024-25
Preliminary Budget Presentation**
Erin Bailey, Director of Community Education
Presented to the Board on 4.22.2024

2023-24 Revised Budget

Fund Balance as of June 30, 2023	\$ 777,588
Revenues	\$3,617,539
Expenditures	<u>\$3,791,238</u>
Revenue over expenditures for FY 24	\$ (173,699)
Projected total fund balance as of June 30, 2024	\$ 603,889

2024-25 Proposed Budget

The FY 25 Community Education proposed preliminary budget was developed with input from each program area coordinator.

Timeline

1. The budget was reviewed at the April 16, 2024 meeting of the Community Education Advisory Council.
2. At the April 16, 2024 meeting, the Community Education Advisory Council voted unanimously to recommend the budget to the School Board.
3. The recommended budget will be presented to the School Board at their April 22, 2024 meeting.
4. All school district budgets will be approved at the May 28, 2024 School Board meeting.

Assumptions

The FY 25 (2024-25) Community Education proposed preliminary budget is based on the following assumptions:

Revenues

1. Slight increase in revenue for fees based on the activity in FY 24.
2. Federal childcare stabilization funds have ended.
3. Continuation of Pathway I and II Early Learning Scholarship funding.
4. Several grant applications.

Expenditures

1. Appropriate increases in salaries, wages and insurance.
2. Appropriate staff support for all children.
3. Adjustments to Community Education Department/NCEC Administrative Support Assistant staffing

Community Education FY 25 Budget

Projected Fund Balance as of June 30, 2024	\$ 603,889
Revenues	\$3,633,084
Expenditures	<u>\$3,964,204</u>
Revenue over expenditures for FY 25	\$ (331,120)
Projected total fund balance as of June 30, 2025	\$ 272,769

Additional information on the cost of childcare.

The federal Department of Health and Human Services suggests that families pay no more than 7% of their yearly household income on child care, no matter how many children they have. Last year the Minnesota Legislature set 7% as its goal too. In Rice County the median income is \$71,384 and in Northfield the medium income is \$73,877. A year of childcare at Early Ventures for an infant costs approximately \$15,000 and for a preschooler it costs approximately \$13,000. This would be approximately 17-20% of household

incomes in Northfield. And, we are still not covering our costs as the childcare provider. In Minnesota, the average family spends 20% of their income on child care — nearly three times higher than the federal suggestion. When we opened Early Ventures registration for next school year, we could have opened a second infant classroom (with a wait list) in the first 15 minutes of receiving registrations.

In addition, the Minnesota Legislature increased the Child Care Assistance Program (CCAP) reimbursement rates this year. There is a stark difference between Dakota and Rice County, which is really difficult for the low-income families living in Northfield. The max weekly rate for someone living in Rice County does not cover the costs of having a child attend Early Ventures or most childcare centers in Northfield.

Here is the breakdown of Dakota County vs Rice County

	Infant		Toddler		Preschool		School-Age	
Max Weekly Rate	\$427	\$294	\$385	\$265	\$332	\$250	\$310	\$175
Max Daily Rate	\$221	\$80	\$192	\$70	\$163	\$70	\$110	\$41.50

Dakota County
Rice County

Community Education

2024-25 Preliminary Budget Presentation

April 22, 2024

Principles of Community Education

- Lifelong Learning
- Maximizing Community and School Resources
- Maximizing Community and School Facilities
- Promoting Collaboration and Partnerships
- Citizen Involvement

 **Community Education**
Serving the communities of Northfield Public Schools
Summer 2024 Brochure
May - August

Experience a Summer to Remember
#ThatsCommunityEd



Junior Golf Comp Pg. 14

Aquatics	Adult Basic Education	Community Resources
District Facilities	Driver Education	Early Childhood Programs
Enrichment	Project ABLE	   
Recreation	Ventures	

Learning and Recreation For Life
REGISTER ONLINE: <https://northfieldschools.ce.eleyo.com/>

Community Education Program Components

Adult Learning

- Adult Lifelong Learning
- Adult Basic Education/EL
- Driver Education
- Project ABLE
- Recreation

Youth Programs

- Middle School Youth Center
- Kid Ventures Programs
- Youth Development/Service Learning
- Recreation/Enrichment

Community Programs/Partnerships

- Facility Use
- Community Schools at Greenvale Park, Bridgewater and Spring Creek Elementary Schools
- Healthy Community Initiative - Early Childhood Navigators, CCAP Navigator & Ready for Kindergarten Action Team
- Community Action Center - Onsite food shelf and food distribution

Community Education Program Components

Early Childhood

- Early Childhood Family Education (ECFE)
- Early Childhood Screening
- Hand in Hand Preschool
- Bridges to Kindergarten
- Ready for Kindergarten Action Team
- Early Ventures Child Care Center
- Recreation



2023-24 Budget Revision

	2021-22	2022-23	2023-24	2023-24
	Audited	Audited	Adopted	Revised
Beginning Balance	\$ 221,682	\$ 780,179	\$ 777,588	\$ 777,588
Revenue	\$ 3,915,255	\$ 3,823,776	\$ 3,333,364	\$ 3,617,539
Expenditures	\$ 3,356,758	\$ 3,826,367	\$ 3,463,457	\$ 3,791,238
Ending Balance	\$ 780,179	\$ 777,588	\$ 647,495	\$ 603,889
General Community Ed	\$ 369,736	\$ 362,568	\$ 194,868	\$ 175,354
ECFE	\$ 297,925	\$ 359,370	\$ 373,305	\$ 392,156
School Readiness	\$ 92,001	\$ 6,248	\$ 36,528	\$ (8,425)
Unreserved	\$ 20,517	\$ 49,402	\$ 42,794	\$ 44,804
Ending Balance	\$ 780,179	\$ 777,588	\$ 647,495	\$ 603,889
<i>Fund Balance Goal (14%)</i>	\$ 469,946	\$ 535,691	\$ 484,884	\$ 530,773

Community Education Budget Goals

To work toward an overall fund balance that equals 14% of Community Education's operating expenses. This is approximately \$530,773. We want to achieve this with all funds having positive balances.

Community Education FY 25 Budget Assumptions

Revenues

- Slight increase in revenue for fees based on the activity in FY 24.
- Federal childcare stabilization funds have ended
- Continuation of Pathway I and II Early Learning Scholarship funding.
- Several grant applications

Expenditures

- Appropriate increases in salaries, wages and insurance.
- Appropriate staff support for all children.
- Adjustments to Community Education Department/NCEC Administrative Support Assistant staffing

2024-25 Proposed Revenue

	2021-22 Audited	2022-23 Audited	2023-24 Revised	2024-25 Proposed
Levy	\$ 416,244	\$ 424,735	\$ 440,332	\$ 396,647
State Aid	\$ 286,269	\$ 394,463	\$ 406,140	\$ 491,529
Federal Aid	\$ 627,781	\$ 237,297	\$ 237,297	\$ -
Local Sources	\$ 2,584,964	\$ 2,767,281	\$ 2,533,770	\$ 2,744,908
Total Revenue	\$ 3,915,258	\$ 3,823,776	\$ 3,617,539	\$ 3,633,084

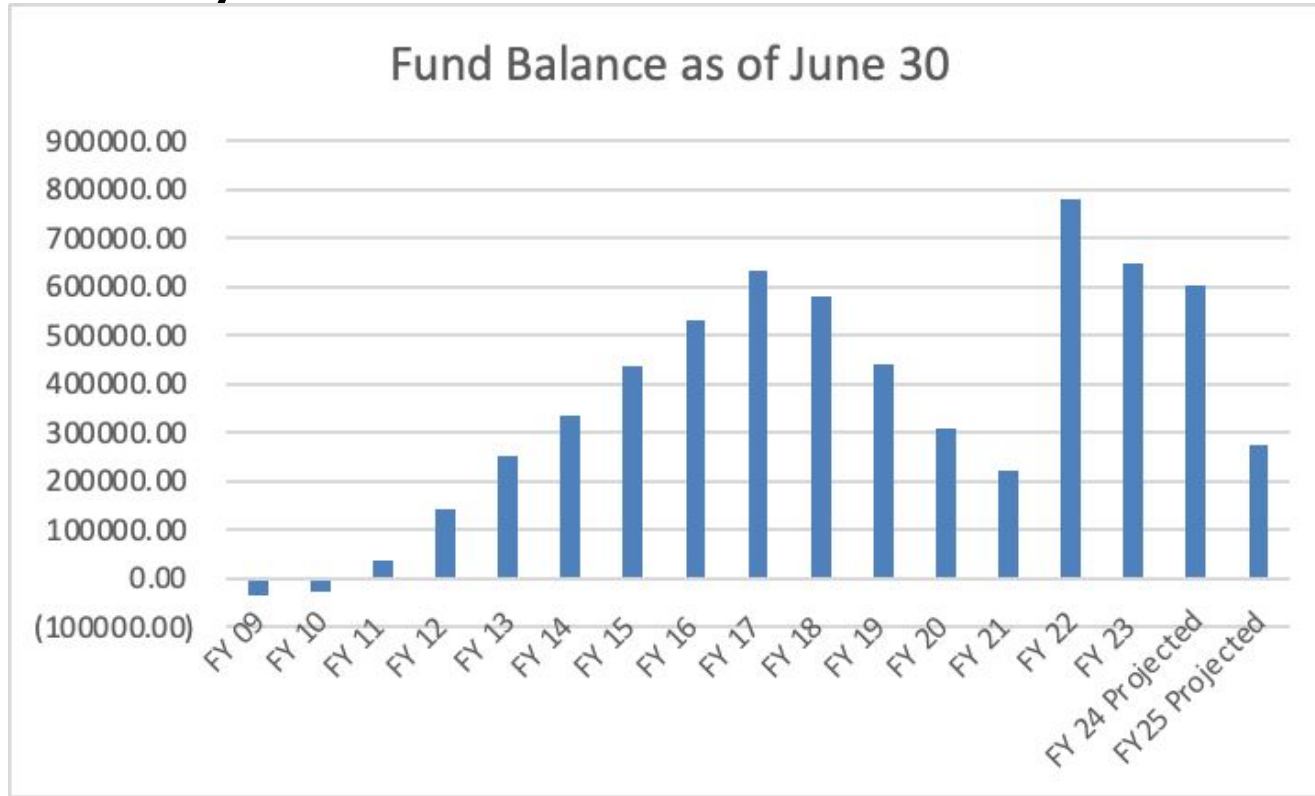
2024-25 Proposed Expenditures

	2021-22 Audited	2022-23 Audited	2023-24 Revised	2024-25 Proposed
Salaries	\$ 2,241,742	\$ 2,396,727	\$ 2,399,739	\$ 2,499,588
Benefits	\$ 643,499	\$ 780,416	\$ 828,620	\$ 884,772
Purchased Services	\$ 369,198	\$ 522,294	\$ 479,822	\$ 493,509
Supplies and Dues	\$ 83,594	\$ 110,570	\$ 79,157	\$ 82,435
Capital and Equipment	\$ 18,727	\$ 16,360	\$ 3,900	\$ 3,900
Total Expenditures	\$ 3,356,760	\$ 3,826,367	\$ 3,791,238	\$ 3,964,204

2024-25 Proposed Budget Summary

	2021-22 Audited	2022-23 Audited	2023-24 Revised	2024-25 Proposed
Revenue	\$ 3,915,258	\$ 3,823,776	\$ 3,617,539	\$ 3,633,084
Expenditures	\$ 3,356,760	\$ 3,826,367	\$ 3,791,238	\$ 3,964,204
Net	\$ 558,498	\$ (2,591)	\$ (173,699)	\$ (331,120)
Beginning Balance	\$ 221,681	\$ 780,179	\$ 777,588	\$ 603,889
Ending Balance	\$ 780,179	\$ 777,588	\$ 603,889	\$ 272,769
General Community Ed	\$ 369,736	\$ 362,568	\$ 175,354	\$ (126,275)
ECFE	\$ 297,925	\$ 359,370	\$ 392,156	\$ 409,278
School Readiness	\$ 92,001	\$ 6,248	\$ (8,425)	\$ (49,062)
Unreserved	\$ 20,517	\$ 49,402	\$ 44,804	\$ 38,828
Ending Balance	\$ 780,179	\$ 777,588	\$ 603,889	\$ 272,769
<i>Fund Balance Goal (14%)</i>	\$ 469,946	\$ 469,946	\$ 482,415	\$ 484,884

Community Education Fund Balance History



Variables

- Actual Program Enrollments
- Fee Collection
- Student Needs

Out of School Time Support Open to All Youth

- Community School Sites and Middle School Youth Center (MSYC)
 - After School and Evening Programming at GVP Community School
 - After School Programming at MSYC, Bridgewater Community School and Spring Creek Community School
- Deliveries include STEM, Homework Help, Arts & Music, Youth Leadership, Physical Activity, Counseling Programs, Health & Wellness, Literacy, Community/Service Learning, Cultural Programs
- Highlights: Dental Clinics at Greenvale Park Community School, Swim Lessons in partnership with the Northfield Area YMCA - 25 students from each Community School site participated

Northfield Community School Participation & Attendance (as of April 15, 2024)

<u>Attendance</u>	<u>50+ Hours</u>	<u>1+ Hour</u>
BW Community School	52 students	177 students
GVP Community School	65 students	170 students
SC Community School	49 students	231 students
MSYC	32 students	93 students
Total	198 students	671 students

Questions & Comments

OFFICE OF THE SUPERINTENDENT

201 Orchard Street South

Northfield, MN 55057

PH 507.663.0629

www.northfieldschools.org

May 13, 2024

Northfield City Council
801 Washington Street
Northfield, MN 55057

Dear City Council Members:

The Northfield School District understands the city council is considering the construction of a new ice arena to serve our community. This letter affirms the Northfield School District's commitment to leasing the city's ice arena for the foreseeable future.

The district understands that its lease cost (including ice time) would increase by up to \$250,000 annually over 20 years. The district's board of education has approved the submission of this letter at its May 13, 2024, regular meeting. While the district must approve the cost each year as part of its annual levy process, this letter should give the city council confidence to move ahead with the long overdue replacement of the current ice arena.

The cost of not addressing this problem is significant. Conservative estimates suggest that at least 100 students would enroll elsewhere without an ice arena to support hockey and other ice-related activities. In Minnesota, school district revenue is heavily weighted on student enrollment. Based on a simple calculation, the district would likely lose around \$1 million in revenue in that scenario.

This situation is different from past discussions about the ice arena. This public/private partnership brings together the school district, the City of Northfield, the City of Dundas, and the Northfield Hockey Association. This partnership has the potential to solve a long-standing problem in our community.

Sincerely,

Matt Hillmann, Ed.D.
Superintendent

Claudia Gonzalez-George
Board Chair

PRELIMINARY ESTIMATES - FOR DISCUSSION ONLY

Northfield Public Schools - ISD #659

**Estimates of Tax Impact for Potential Lease Levy
for Ice Arena**

April 16, 2024

Lease Levy Amount	Annual \$250,000	Monthly \$20,833
--------------------------	-----------------------------	-----------------------------

Type of Property	Estimated Market Value	Estimated Impact on Annual Taxes Payable in 2025	
Residential Homestead	\$100,000	\$3	\$0
	150,000	6	1
	200,000	9	1
	250,000	12	1
	300,000	15	1
	350,000	18	2
	400,000	21	2
	450,000	24	2
	500,000	27	2
	550,000	31	3
600,000	34	3	
Commercial/ Industrial*	\$100,000	\$8	\$1
	250,000	23	2
	500,000	50	4
	750,000	78	6
	1,000,000	105	9
Agricultural Homestead (average value per acre of land & buildings)	7,000	\$0.19	0.02
	8,000	0.22	0.02
	9,000	0.24	0.02
	10,000	0.27	0.02
	11,000	0.30	0.02
Agricultural Non-Homestead (average value per acre of land & buildings)	7,000	\$0.38	0.03
	8,000	0.44	0.04
	9,000	0.49	0.04
	10,000	0.54	0.05
	11,000	0.60	0.05

* 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.



Committee Report

Board of Education

Name: Amy Goerwitz

Committee: Communications Advisory Committee

Date Submitted: 4/16/2024 18:51:11

The purpose of the communications advisory committee is to prioritize the District's message, engaging stakeholder groups to inspire community action in support of our vision, advancing the District's local, statewide, and national image.

The District Communications Advisory Committee met on April 16th to discuss how to best communicate with district residents about the upcoming high school ballot referendum in the November election. We reviewed and offered suggestions on the referendum website and on Superintendent Hillmann's referendum presentation slide deck. We were happy to see the lengthy and growing list of events offering information to residents. We suggested community events where literature can be handed out and questions answered, such as Arts à la Carte at the high school and Healthy Kids Day at the YMCA. We also discussed how to best address questions the voters might have.



Committee Report

Board of Education

Name: Corey Butler

Committee: Northfield Community Education Advisory Council

Date Submitted: 4/17/2024 8:06:00

There were many exciting updates shared at the April 16 meeting.

ECFE won the Minnesota Association for Family and Early Education Innovative Program Award for its Newborn Baby Talk program. This program is sponsored by Northfield Hospital + Clinics and the Rice County Public Health Nursing Service.

Northfield's annual Cinco de Mayo event is 5-7 p.m. Friday, May 3, at Northfield Middle School. There will be authentic Mexican food, dancing and activities for all ages. Money raised at the event supports scholarships for Northfield Latino students. I've attended this for the past two years and it's attended well and a great experience.

The second annual NCEC Carnival is slated for 5-7:30 p.m. Friday, May 15. Last year's event was a resounding success and there are high hopes for this year's event.

A countywide Early Childhood Grown Your Own grant was fully funded at \$187,000, which should help as many as 10 educators working or living in Rice County to access this money to further their development.

The Summer 2024 Community Education brochure arrived in mailboxes in early April and registrations are very strong so far. Don't delay in registering yourself or your children for programs before they are filled up!



Committee Report

Board of Education

Name: Amy Goerwitz

Committee: Northfield Branding Advisory Committee

Date Submitted: 4/15/2024 18:03:52

The Northfield Branding Advisory Committee was an ad hoc committee formed by the City of Northfield to consider new logo and slogan ideas for the city. I served on this committee for five months representing the school district. The committee finished its work in January of this year. During the time I was on the committee, we made recommendations for a new Northfield city logo, color palette, slogan, style guide, and signage.

The new logo has begun appearing across the city. The new slogan is a modernized version of our old slogan of "Cows, Colleges, and Contentment" which encourages city departments and local establishments to switch out the last word with a C word of their own. For instance, the city uses "Cows, Colleges, and Community" while the Northfield Hospital might choose to use "Cows, Colleges, and Compassion." This fun approach both unifies the city and allows different groups to express themselves.

I am grateful to have had the opportunity to serve on this interesting committee.





Committee Report

Board of Education

Name: Jenny Nelson

Committee: District Wellness Committee

Date Submitted: 4/15/2024 11:27:57

During our recent Wellness Committee meeting, each committee member went through the District Wellness Policy for our required triennial assessment. Some line items were marked for removal, revision, or to address at the next committee meeting.

The committee discussed lunch times at the middle school as well as lunch offerings and samplings for new menu items at the high school.

Also discussed was the option to combine staff and student wellness meetings with this district wellness meeting for most future meetings.

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

April 8, 2024

District Office Boardroom

1. Call to Order

School Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00p.m. Present: Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell and Stratmoen. Absent: None. 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 public comment.

4. Announcements and Recognitions

- The Student Success Center at Northfield High School has been selected for a 2024 Minnesota Promising Practices Award by Synergy and Leadership Exchange. The Student Success Center will be celebrated for its accomplishments at the Character Recognition Awards luncheon on Wednesday, May 22 at the Saint Mary's University Center in Minneapolis.
- The NHS Knowledge Bowl team had a very strong showing at the regional competition, taking two out of three possible spots to qualify for the State Meet. The Raiders will compete at State on Thursday, April 11, and Friday, April 12.
- NHS Senior Patricia Owusu was honored by the City of Northfield with its City Leadership Award at the State of the City event on March 19. Patricia is an amazing leader, active on several boards and committees through the Youth on Boards program, and is a leader in the Northfield High School Black Student Union.
- Congratulations to all EV staff for a successful visit from the Department of Human Services (DHS) last week. While this visit was unplanned and earlier than expected, we received a positive report and no violations.
- Community Education Summer Registration has opened. Families can register online, in-person at the NCEC or by calling the NCEC. If you are interested in scholarship information, please contact the Community Education office.
- Northfield Early Childhood Family Education will be celebrating 50 years on Monday, April 22 from 5:30 - 6:30 p.m. at the Northfield Community Education Center. We invite all past and present families to celebrate with us.
- Thank you for supporting the American Heart Association this year through our Kids Heart Challenge. Between Bridgewater, Greenvale Park & Spring Creek, we raised \$27,566! In total, the three schools will be getting back \$3,050.00 to purchase new PE equipment and all three schools will separately have the ability to apply for a grant of up to \$2,500.
- The Northfield Schools will host a free heart screening event for those ages 14-24 on April 20 at NMS. The event is sponsored by the Play for Patrick Foundation. According to its website: The Patrick Schoonover Heart Foundation was created to honor & remember Patrick Schoonover who passed away at the age of 14, due to Sudden Cardiac Arrest (SCA), caused by undetected heart defects. The goal of the foundation is to bring SCA awareness, education, prevention and eliminate SCA in kids.

5. Items for Discussion and Reports

- a. Consistent Attendance. Director of Instructional Services Hope Langston shared information about the district's current approaches to promoting consistent attendance. The presentation included the district's data and current efforts.
- b. Superintendent Focus Areas Quarterly Report. Superintendent Hillmann presented a quarterly progress report on the superintendent's 2023-24 focus areas.
- c. Northfield High School Bond Referendum. Dr. Hillmann provided an update on the high school bond referendum and the "Reimagine Northfield High School" website pages located at www.northfieldschools.org/reimagine/.

6. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on March 11, 2024.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Girls Track & Field Non-Exclusive Cooperative Sponsorship with Arcadia Charter School. The board was requested to approve the non-exclusive cooperative sponsorship with Arcadia Charter School for girls track and field beginning with the 2023-2024 school year.
- d. Grant Application. Director of Community Education Erin Bailey requested school board approval for a PRIMEtime Kindergarten - 8th Grade Grant for \$18,000 each year for two years (\$36,000 total) from Rice County Area United Way for the time period July 1, 2024 to June 30, 2026. This grant would provide low-income and at-risk Northfield children with free mentoring, tutoring, skill-building workshops, and cultural enrichment programs after school and over the summer.
- e. Personnel Items
 - i. Appointments
 1. Hannah Ames, .4 FTE Foreign Language-French Teacher at the High School, beginning 8/22/2024. MA, Step 10
 2. Bethany Anderson, 1.0 FTE Special Education Resource Room Teacher at Greenvale Park, beginning 8/22/2024. BA, Step 5.
 3. Mileana-Justyce Borowski, .6 Assistant Girls Lacrosse Coach at the High School, beginning 4/8/2024. .6 FTE \$2,583.60 stipend.
 4. Gabriel Fisher-Navarro, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$14.25/hr.
 5. Charlotte Flory, Summer Lifeguard with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$14.25/hr.
 6. Estella Freeman, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
 7. Joseph Grant, Summer Instructor Lead with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$15.25/hr.
 8. Ruth Hoekstra, .50 FTE Long-Term Substitute Title I Elementary Teacher at Greenvale Park, beginning 3/19/2024-5/3/2024. MA, Step 6
 9. Cora Johnson, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$14.25/hr.
 10. Inga Johnson, Summer Lifeguard with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$14.25/hr.
 11. Kurtis Johnson, Instructor Assistant with Community Ed Recreation, beginning 4/9/2024-5/31/2024. Step 6-\$15.25/hr.
 12. Spencer Klotz, 1.0 Assistant Boys Lacrosse Coach at the High School, beginning 4/1/2024. \$4,306 stipend.
 13. Amy Kolars, 1.0 FTE Special Education Resource Room Teacher at the Middle School, beginning 8/19/2024. BA, Step 7.
 14. Katherine LaCanne, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
 15. Andrea Lang, 1.0 FTE Special Ed EBD Teacher at Spring Creek, beginning 8/19/2024. BA30, Step 1
 16. Makena Malecha, Summer Instructor Lead with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$15.25/hr.
 17. Lucy Menssen, Summer Community Ed Recreation Intern with Community Ed Recreation, beginning 5/22/2024-8/31/2024. \$15.00/hr.
 18. Devin Morrell, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024 - 8/31/2024. Step 1-\$14.00/hr.
 19. Savannah Newberg, .25 Assistant Girls Lacrosse Coach at the High School, beginning 5/1/2024. .25 FTE \$1,076.50 stipend.
 20. Kellie O'Meara, Summer Instructor Lead with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$15.25/hr.

21. Jennifer Rauk, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 6-\$15.25/hr.
 22. Amelia Rosenhamer, Summer Instructor Lead with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$15.25/hr.
 23. Lydia Rosenhamer, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
 24. Ingrid Rustad, Lifeguard with Community Ed Recreation, beginning 4/2/2024-5/31/2024. Step 2-\$14.25/hr.
 25. Blake Simon, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
 26. Samuel Swedin, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
 27. Peyton Truman, Summer Lifeguard with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
 28. Emma Waldemar, .25 Assistant Girls Lacrosse Coach at the High School, beginning 5/1/2024. .25 FTE \$1,076.50 stipend.
 29. Peter Weeks, 1.0 FTE Chemistry/Earth Science Teacher at the High School, beginning 8/21/2024. MA+30, Step 7.
 30. Krissa Anderson, Instructor Lead with Community Ed Recreation, beginning 4/8/2024 - 5/31/2024. Step 6 - \$16.25/hr.
 31. Barrett Bradley, Lifeguard with Community Ed Recreation, beginning 5/6/2024 - 5/31/2024. Step 1 - \$14.00/hr.
 32. Jasmin Celis, KidVentures Student Site Assistant for up to 15 hours/week at Spring Creek, beginning 4/9/2024. Step 1 - \$14.90/hr.
 33. Jeffrey Holter, 1.0 FTE Custodian at the Middle School, beginning 4/15/2024. Step 5 - \$21.45/hr.
 34. Maria Huerta Hernandez, 1.0 FTE Custodian at the High School, beginning 3/18/2024. Step 1 - \$19.63/hr.
 35. Meghan Karsky, 1.0 FTE Speech and Language Pathologist at the NCEC, beginning 8/22/2024. MA, Step 5
 36. Gail Kohl, .2 FTE Long Term Substitute 4th Grade Teacher at Bridgewater, beginning 8/22/2024 - 6/6/2025. MA, Step 10
 37. Gail Kohl, .2 FTE Long Term Substitute 5th Grade Teacher at Bridgewater, beginning 8/22/2024 - 6/6/2025. MA, Step 10
 38. Bailey Krueger, 1.0 FTE Speech and Language Pathologist at Greenvale Park/Spring Creek, beginning 8/22/2024. MA, Step 6
 39. Anthony Mathison, .4 FTE Long Term Substitute Physical Education Teacher at Bridgewater, beginning 8/22/2024 - 6/6/2025. MA, Step 10
 40. Savannah Metcalf, Summer Instructor Lead with Community Ed Recreation, beginning 5/29/2024 - 8/31/2024. Step 1 - \$15.00/hr.
 41. Marea Sieger, KidVentures Student Site Assistant for up to 15 hours/week at Greenvale Park and Bridgewater, beginning 4/9/2024. Step 1 - \$14.90/hr.
 42. Margaret Witt, Summer Special Ed ESY Teacher for 5.75 hours/day at Greenvale Park, beginning 6/27/2024 - 7/19/2024. MA, Step 10
- ii. Increase/Decrease/Change in Assignment
1. Sara Bartholomew, Special Education Teacher at the High School, add Special Ed Teacher ESY for up to 5.75 hours/day at the Middle School, effective 6/27/2024-7/19/2024. Lane/step
 2. Pamela Bennewitz, Educational Assistant for 7 hours/day at Greenvale Park, change to Educational Assistant for 7.25 hours/day at Greenvale Park, effective 3/18/2024-6/6/2024.
 3. Sybil Betsinger, .65 FTE School Social Worker at the High School/NCEC, change to .60 FTE Social Worker at the High School, effective 8/22/2024.
 4. Elaine Boda, .75 FTE Speech Language Pathologist at the NCEC/Greenvale Park, change to 1.0 FTE Speech Language Pathologist at Greenvale Park, effective 8/22/2024.
 5. Mary Boyum, Special Ed EA PCA at Spring Creek, add Special Ed EA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024.
 6. Elizabeth Brewer, Special Ed EA PCA at the Middle School, add Special Ed EA ESY for up to 5.50 hours/day at the Middle School, effective 6/27/2024-7/19/2024.

7. Thomas Dickerson, Special Education Teacher at the High School, add Special Ed Teacher ESY for up to 5.75 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024. Lane/step
8. Leah Driscoll, Special Education Teacher at Bridgewater, add Special Ed Teacher ESY for up to 5.75 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024. Lane/step
9. Kelle Edwards, Special Ed EA PCA at the High School, add Special Ed EA ESY for up to 5.50 hours/day at the Middle School, effective 6/27/2024-7/19/2024.
10. Gisele El Achkar, Special Education LI Teacher at the High School, add Special Ed Teacher ESY for up to 5.75 hours/day at the Middle School, effective 6/27/2024-7/19/2024.
11. Gisele El Achkar, Special Education LI Teacher at the High School, change to Special Ed ASD Teacher at the High School, effective 8/22/2024.
12. Charlotte Flory, Summer Lifeguard with Community Ed Recreation, add Instructor Lead and Instructor Assistant with Community Ed Recreation, effective 3/22/2024-5/31/2024. Lead Step 1-\$15.00/hr. Assistant Step 1-\$14.00/hr.
13. Jamie Forbord, Special Education Teacher at the High School, add MCA Testing Planner at the High School for a total of 2 hours, effective 3/22/2024-6/1/2024.
14. Michelle Gaertner, Special Education Teacher at the Middle School, add a $\frac{1}{2}$ overload, in lieu of prep for Quarter 4 only at the Middle School, effective 4/2/2024-6/6/2024.
15. Leah Grisim, Special Education Teacher at Spring Creek, add Special Ed Teacher ESY for up to 5.75 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024. Lane/step
16. Ann Hehr, 1.0 FTE Grade 4 Teacher at Bridgewater, change to .80 FTE Grade 4 Teacher at Bridgewater, effective 8/22/2024-6/6/2025.
17. Mara Hessian, Special Ed EA PCA at Bridgewater, add Special Ed EA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024.
18. Cara Holland, Science Teacher at the Middle School, add ALC Summer Credit Recovery Teacher at the ALC, effective 6/7/2024-7/25/2024. Lane/step
19. Monica Irwin, Special Ed EA and .50 FTE Special Ed DCD Teacher at Greenvale Park, change to 1.0 FTE Special Ed Resource Room Teacher at the Middle School, effective 8/19/2024.
20. Erna Janssens, Building Supervisor with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 3/21/2024-5/31/2024. Step 5-\$15.00/hr.
21. Kurtis Johnson, Instructor Assistant with Community Ed Recreation, add Instructor Lead with Community Ed Recreation, effective 4/9/2024-5/31/2024. Step 6-\$16.25/hr.
22. Melanie Klein, Special Education Teacher at Spring Creek, add Special Ed Teacher ESY for up to 5.75 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024. Lane/step
23. Meghan Kuechenmeister, Special Ed EA PCA at the High School, add Special Ed EA ESY for up to 5.50 hours/day at the Middle School, effective 6/27/2024-7/19/2024.
24. Dolly Larsen, Special Ed EA PCA at Spring Creek, add Special Ed EA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024.
25. Jennifer Link, Special Education Teacher at the Middle School, add Special Ed Teacher ESY for up to 5.75 hours/day at the Middle School, effective 6/27/2024-7/19/2024. Lane/step
26. Amanda Morelan, Special Ed EA PCA at the Middle School, add Special Ed EA ESY for up to 5.50 hours/day at the Middle School, effective 6/27/2024-7/19/2024.
27. Ruth Morgan-Malecha, Special Ed EA/Bus EA for 1 hour/day at the High School, add Special Ed EA/Bus EA for .17 hours/day at the High School, effective 3/19/2024-6/6/2024.
28. Shanise Morris, Special Ed EA PCA for 5 hours/day at the Middle School, change to Special Ed EA PCA for 5.50 hours/day at the Middle School, effective 3/15/2024.
29. Jenelle Mullin, CNAIII at the High School, add Summer Child Nutrition Associate for up to 5 hours/day M-Th at Greenvale Park, effective 6/12/2024-8/15/2024. \$20.84/hr.
30. Ashley Opatrny, Special Ed Resource Room Teacher at the Middle School, change to 1.0 FTE Special Ed DCD Teacher at Greenvale Park, effective 8/19/2024.
31. Christine Peterson, Special Education Teacher at the High School, add MCA Testing Accommodation Planner at the High School for a total of 2 hours, effective 3/22/2024-6/1/2024.
32. Lizbeth Ramirez, Special Ed EA PCA for 28.75 hours/week at Greenvale Park, change to Special Ed EA PCA for 37 hours/week at Greenvale Park, effective 3/13/2024-6/6/2024.
33. Lizbeth Ramirez, Special Ed EA PCA at Greenvale Park, add Special Ed EA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024.
34. Jennifer Rauk, Instructor Assistant with Community Ed Recreation, add Instructor Lead with Community Ed Recreation, effective 5/29/2024-8/31/2024. Step 6-\$16.25/hr.

35. Kyle Roth, Early Childhood Special Education Teacher at the NCEC, add Special Ed Teacher ESY for up to 7.5 hours/day at the NCEC, effective 6/27/2024-7/26/2024. Lane/step
36. Jessica Rushton, Special Ed EA PCA at Spring Creek, add Special Ed EA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024.
37. Darrell Sawyer, Social Studies Teacher at the Middle School, add Private Lesson Instructor with Community Ed Recreation, effective 6/1/2024-8/31/2024. \$36/hr. per individual, \$20/hr. per individual.
38. Rebekka Schrank, Special Education Teacher at Spring Creek, add Special Ed Teacher ESY for up to 5.75 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024. Lane/step
39. Lynsi Sherry, School Psychologist at Greenvale Park, add School Psychologist ESY for up to 5.75 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024. Lane/step
40. Rebecca Stoufis, Special Education Teacher at the High School, add Special Ed Teacher ESY for up to 5.75 hours/day at the Middle School, effective 6/27/2024-7/19/2024. Lane/step
41. Samuel Swedin, Instructor Assistant with Community Ed Recreation, add Instructor Lead with Community Ed Recreation, effective 5/15/2024-8/31/2024. Step 1-\$15.00/hr.
42. Laura Talbot Peterson, Math Teacher at the Middle School, add ALC Summer Credit Recovery Teacher at the ALC, effective 6/7/2024-7/25/2024. Lane/step
43. Linda Temple, Grade 3 Teacher currently on a LOA at Bridgewater, change to .20 FTE Grade 4 Teacher at Bridgewater, effective 8/22/2024-6/6/2025.
44. Nicole Torkelson, Special Education Teacher at the High School, add MCA Testing Accommodation Planner at the High School for a total of 2 hours, effective 3/22/2024-6/1/2024.
45. Ellen Trotman, EL Teacher at the Middle School, add a $\frac{1}{8}$ overload, in lieu of prep at the Middle School, effective 3/13/2024-6/6/2024.
46. Peyton Truman, Summer Lifeguard with Community Ed Recreation, add Instructor Lead and Instructor Assistant with Community Ed Recreation, effective 5/29/2024-5/31/2024. Lead Step 1-\$15.00/hr. Assistant Step 1-\$14.00/hr.
47. Katrina Warner, Special Ed EA PCA at Bridgewater, add Special Ed EA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/27/2024-7/19/2024.
48. Dianne Wolbeck, CNAII at the High School, add Summer Child Nutrition Associate for up to 5 hours/day M-Th at Greenvale Park, effective 6/12/2024-8/15/2024. \$20.84/hr.
49. Tamara Wunderlich, 1.0 FTE Custodian from 3 pm - 11 pm at the Middle School, change to 1.0 FTE Custodian from 2 pm - 10 pm at the NCEC, effective 3/18/2024.
50. Brent Yule, 1.0 FTE PE Teacher/Head Football Coach at Greenvale Park/High School, change to 1.0 FTE PE/Health Teacher/Head Football Coach at High School, effective 8/22/2024.
51. Brent Yule, Physical Education Teacher at Greenvale Park, add Weight Room Lead and Weight Room Assistant with Community Ed Recreation, effective 5/15/2024-8/15/2024. Lead-\$30/hour. Assistant-\$20/hour.
52. Carina Zick, Special Ed EA PCA for 6.75 hours/day and General Ed EA for .25 hours/day at Spring Creek, change to Special Ed EA PCA for 8.08 hours/day at Spring Creek and add Special Ed EA PCA - Track and Field Student Support at the Middle School, effective 4/2/2024-5/17/2024.
53. Hannah Ames, .4 FTE French Teacher at the High School, add .6 FTE English Teacher at the High School, effective 8/20/2024-6/9/2025.
54. Richelle Audiss, CNA at the Middle School, add Instructor Lead with Community Ed Recreation, beginning 5/15/2024-8/31/2024. Step 6 - \$16.25/hr.
55. Linnea Bollum, Health Teacher at the Middle School, add MSYC Teacher for up to 2 hours/day M-TH at the Middle School, effective 4/10/2024-5/16/2024. \$40.00/hr.
56. Barrett Bradley, Lifeguard with Community Ed Recreation, add Summer Lifeguard, Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 5/29/2024-8/31/2024. Lifeguard - Step 1 - \$14.00/hr., Summer Instructor Assistant - Step 2 - \$14.25/hr., Summer Instructor Lead - Step 2 - \$15.25/hr.
57. Gisele El Achkar, Special Ed ASD Teacher at the High School, change to Special Ed ASD Teacher at the Middle School, effective 8/22/2024.
58. Raymond Gainey, Targeted Services Club Leader at the Middle School, add Summer Site Supervisor with Community Education Recreation, effective 5/15/2024 - 8/31/2024. Step 6 - \$16.25/hr.

59. Christine Howard, Speech and Language Pathologist at Greenvale Park and Spring Creek, add ESY Speech and Language Pathologist for up to 5.75 hours/day at Greenvale Park and the Middle School, effective 6/27/2024-7/19/2024. Lane/step
 60. Erna Janssens, Building Supervisor/Instructor Assistant with Community Ed Recreation, add Summer Lifeguard, Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 5/29/2024 - 8/31/2024. Lifeguard - Step 5 - \$15.00/hr., Summer Instructor Assistant - Step 5 - \$15.00/hr., Summer Instructor Lead - Step 5 - \$16.00/hr.
 61. Cora Johnson, Summer Instructor Assistant with Community Ed Recreation, add Official-Adult Softball League with Community Ed Recreation, effective 5/1/2024 - 8/31/2024. \$30/game.
 62. Inga Johnson, Summer Lifeguard with Community Ed Recreation, add Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 5/29/2024 - 8/31/2024. Summer Instructor Assistant - Step 2 - \$14.25/hr., Summer Instructor Lead - Step 2 - \$15.25/hr.
 63. Jenny Link, ASD Special Ed Teacher at the Middle School, change to LI Special Ed Teacher at the High School, effective 8/22/2024.
 64. Danielle Olson, .50 FTE School Social Worker at Bridgewater and .50 FTE LTS School Social Worker at Bridgewater, change to School Social Worker .40 FTE High School/.60 FTE NCEC, effective 8/22/2024 ongoing.
 65. Ian Rhoades, .80 FTE English Teacher at the High School, change to 1.0 FTE English Teacher at the High School, effective 8/22/2024-ongoing.
 66. Amy Stowe, 1.0 FTE Administrative Support Assistant-MS Principal at the Middle School, change to 1.0 FTE Accounting Generalist at the District Office, effective 4/22/2024.
- iii. Leave of Absence
1. Kaci DeGroot, EarlyVentures Teacher at the NCEC, FMLA Leave of Absence beginning on or about 6/3/2024 - 9/13/2024.
 2. Sarah DuChene, Grade 5 teacher at Bridgewater Elementary, .20 FTE unpaid leave of absence for the 2024-25 school year.
 3. Christine Howard, Speech Language Pathologist at Greenvale Park and Spring Creek, 1.0 FTE unpaid leave of absence for the 2024-25 school year.
 4. Shari McCabe, Physical Education teacher at Bridgewater Elementary, .40 FTE unpaid leave of absence for the 2024-25 school year.
 5. Tiffany Ryan, Grade 4 Teacher at Bridgewater, .20 FTE unpaid Leave of Absence for the 2024-2025 school year.
 6. Michelle Sonnega, English/Language Arts teacher at the High School, 1.0 FTE unpaid leave of absence from 1/3/2025 through 1/30/2025.
 7. Brian Stevens, Social Studies teacher at the High School, .30 FTE unpaid leave of absence for the 2024-25 school year.
 8. Mark Thornton, Social Studies teacher at the High School (currently on leave), 1.0 FTE unpaid leave of absence for the 2024-25 school year.
 9. Maimouna Toure-Keita, Licensed School Nurse for the District, 1.0 FTE leave of absence for four weeks between the time period of 1/3/2025 and 3/3/2025.
- iv. Retirements/Resignations/Terminations
1. Tammy Donahue, CNA at Spring Creek, resignation effective 3/27/2024.
 2. Sean Finger, 9th Grade Football coach at the High School, resignation effective 3/13/2024.
 3. Leanne King, Educational Assistant at Spring Creek, resignation effective 3/29/2024.
 4. Tammy McDonough, Science Teacher at the High School, retirement effective at the end of the 2023-2024 school year.
 5. Amy Moeller, English/Language Arts Teacher at the High School, retirement effective at the end of the 2023-2024 school year.
 6. Ruth Morgan-Malecha, Special Ed EA at the High School, retirement effective at the end of the 2023-2024 school year.
 7. Renae Schuster, Teacher at Bridgewater, retirement effective at the end of the 2023-2024 school year.
 8. Kim Slegers, Teacher at the High School, retirement effective at the end of the 2023-2024 school year.
 9. Diane Torbenon, ADSIS Teacher at Greenvale Park, retirement effective at the end of the 2023-2024 school year.

10. Karrie VanZuilen, Educational Assistant at the NCEC, retirement effective at the end of the 2023-2024 school year.
 11. Jamie Wiebe, Teacher at Bridgewater, resignation effective at the end of the 2023-2024 school year.
 12. Valerie Carter, EA at Bridgewater, resignation effective 4/5/2024.
 13. Paul Eddy, Head Girls Basketball Coach at the High School, resignation effective 4/5/2024.
 14. Marckileine Legros, School Counselor at the High School, resignation effective at the end of the 2023-2024 school year.
 15. Kari Prestemon, School Social Worker at the High School, retirement effective at the end of the 2023-2024 school year.
 16. Sari Zach, Grade 1 Teacher at Greenvale Park, retirement effective 7/26/2024.
- f. Overnight Field Trip. Director of Activities John Mahal and Girls Head Golf Coach Mel Miller requested board approval to take the high school girls golf team on an extended overnight field trip May 17-18, 2024.
7. Items for Individual Action
- a. Policy Recommendation. On a motion by Goerwitz, seconded by Stratmoen, the board approved the policy committee's recommendation to sunset policy 723.
8. Items for Information
- a. Enrollment Report. Superintendent Hillmann reviewed the April 2024 enrollment report.
9. Future Meetings
- a. Monday, April 22, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - b. Monday, May 13, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - c. *Tuesday, May 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- *Note that Monday, May 27 is Memorial Day
10. Adjournment
- On a motion by Stratmoen, seconded by Nelson, the board unanimously approved to adjourn at 7:39 p.m.

Amy Goerwitz
School Board 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:

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: Amy Goerwitz, Clerk

Date of the bequest, donation, or gift:	Amount:	Who the bequest, donation, or gift is from:	What is the bequest, donation, or gift for?
4/1/24	\$645	Capital Construction LLC	Men's Softball League
4/4/24	\$645	Adam Conrad	Men's Softball League
3/29/24	\$645	McLane Company, Inc.	Mens Softball League
4/5/24	\$100.00	Community Resource Bank	Cinco de Mayo Celebration
3/22/24	\$323	L & M Bar	1/2 Womens Softball League
4/1/24	N/A	Ashley Green	Early Childhood dramatic play
4/8/24	250	Northfield Rotary Club	Community Band Donation
4/8/24	100	Heritage Bank	Cinco de Mayo Celebration Donation
4/8/24	\$345	Amelia Apple	Womens Softball League
4/8/24	\$300	The HideAway Vault LLC	Womens Softball League
4/5/24	\$645	A.M. Concrete, LLC	Mens Softball League
3/19/24	\$322.30	Dawn's Comer Bar	Womens Softball League
4/9/24	\$322.50	Welch Plumbing, Inc.	Womens Softball League
4/11/24	200	Prairie Avenue Leasing, LTD	given to boys tennis team to use for team meals
4/11/24	200	Centered Practice	donation to boys tennis team to use for team meals and other needs
4/11/24	200	Community Resource Bank	needs of the boys tennis team
4/11/24	100	Hanappe Ranch LLC	needs of boys tennis team
4/10/24	300	VFW Post 4393	Mens Softball League
4/11/24	\$349	Flaherty's Arden Bowl	Mens Softball League
4/15/24	N/A	Unknown	Band Program
4/16/24	80.00- 4 \$20.00	cub gift cards Cub Foods- Northfield	to be used for team meals and end of year banquet

TO: Dr. Matt Hillmann, Superintendent
FROM: Val Mertesdorf, Director of Finance *VM*
DATE: April 22, 2024
RE: Board Approval of Financial Reports – January 2024

We request that the Board of Education approve paid bills, payroll, bond payments, electronic funds transfers, investments and financial reports for the month of January 2024.

Bills totaling \$2,396,848.19 were paid in January 2024.

Payroll checks totaling \$3,563,567.29 were issued in January 2024.

Bond payments totaling \$5,017,754.38 were paid in January 2024.

At the end of January 2024 Total Cash and Investments amounted to \$20,700,123.75.
Wire transfers initiated by the district during January 2024:

\$400,000.00 From Frandsen General to Frandsen Sweep

\$300,000.00 From Frandsen Sweep to Frandsen General

The following financial reports for January 2024 are included to show the current cash and investment balances, details of disbursements and electronic funds transfers.

1. Treasurer's Report
2. Disbursement Report

January 2024 Treasurer's Report

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND	1,516,421.19	5,595,096.94	4,859,711.14	5,500.21	2,257,307.20 *
FOOD SERVICE	953,116.04	233,177.02	206,663.04	2,628.60	982,258.62
COMMUNITY ED	825,581.19	302,326.68	319,952.81	(2,257.12)	805,697.94
CONSTRUCTION ACCOUNT	-	-	-	-	-
DEBT SERVICE	6,964,590.10	78,733.35	5,018,229.38	-	2,025,094.07
SELF INSURANCE	3,396,587.88	40,246.77	573,613.49	-	2,863,221.16
TOTALS	13,656,296.40	6,249,580.76	10,978,169.86	5,871.69	8,933,578.99
GENERAL FUND INVESTMENT	11,766,544.76	-	-	-	11,766,544.76 *
CONSTRUCTION INVESTMENT	-	-	-	-	-
	11,766,544.76	-	-	-	11,766,544.76
GRAND TOTALS	25,422,841.16	6,249,580.76	10,978,169.86	5,871.69	20,700,123.75

*General Fund includes Certificate of Deposit amount

Disbursement Report

ISD 659 - Northfield

January 2024

Disbursements:

Bills Paid:

General Fund	\$ 1,672,440.02	
Food Service Fund	91,815.06	
Community Services Fund	58,504.62	
Construction Fund	-	
Trust & Agency Fund	475.00	
Self Insurance Fund	<u>573,613.49</u>	
Total Bills Paid		2,396,848.19

Payroll:

General Fund	3,187,271.12	
Food Service Fund	114,847.98	
Community Services Fund	261,448.19	
Trust Fund	-	
Self Insurance Fund	<u>-</u>	
Total Payroll		3,563,567.29

Bond Payments:

Debt Redemption Fund	<u>5,017,754.38</u>	
Total Bond Payments		<u>5,017,754.38</u>
 Total Disbursements		 <u><u>\$10,978,169.86</u></u>



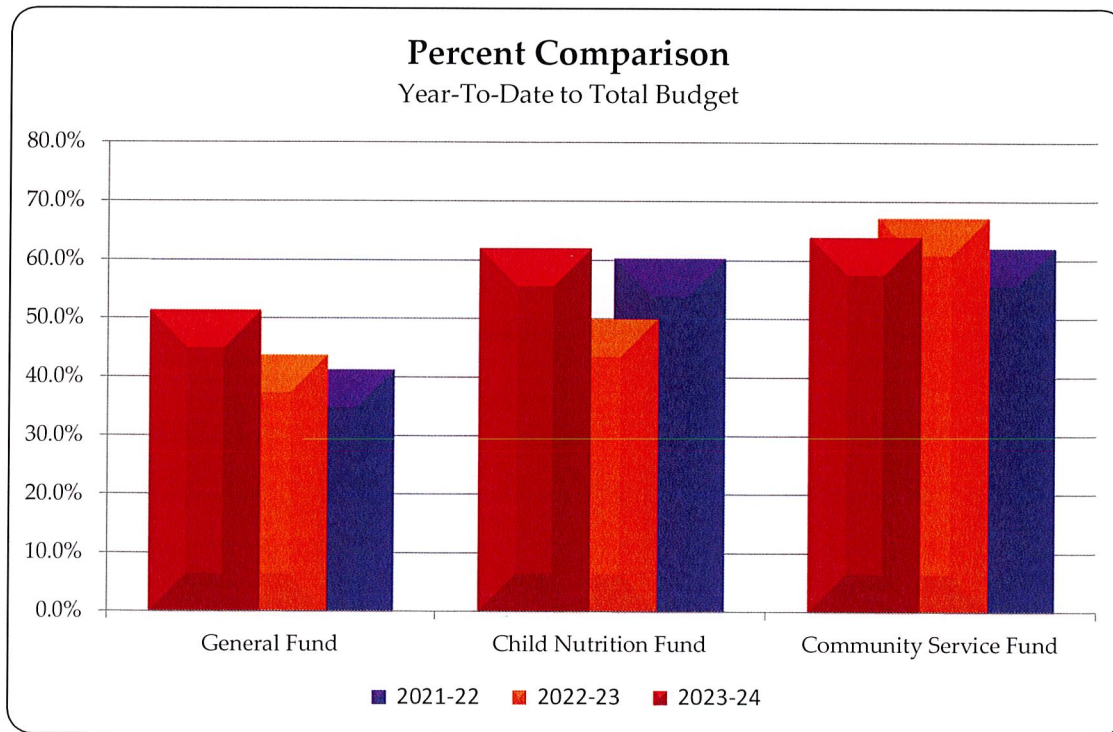
Northfield

PUBLIC SCHOOLS

STATEMENT OF REVENUES

For the month ended January 31, 2024

Fund	Year-To-Date	Budget	YTD as % of Budget		
			2023-24	2022-23	2021-22
General Fund					
Property Taxes	\$ 6,484,682	\$ 15,232,888	42.6%	42.3%	42.7%
State Sources	19,837,167	44,193,234	44.9%	42.1%	41.5%
Federal Sources	3,732,685	1,724,951	216.4%	47.6%	16.4%
Local Sources	2,234,262	1,805,543	123.7%	99.2%	64.2%
Total	\$ 32,288,796	\$ 62,956,616	51.3%	43.7%	41.2%
Child Nutrition Fund	\$ 1,490,224	\$ 2,407,584	61.9%	49.9%	60.2%
Community Service Fund	2,130,411	3,333,364	63.9%	67.2%	62.1%
Debt Service Fund	4,045,394	6,301,210	64.2%	60.7%	62.6%
Internal Service Fund	5,096,355	11,396,574	44.7%	53.9%	63.2%
Total All Funds	\$ 45,051,180	\$ 86,395,348	52.1%	47.4%	46.4%

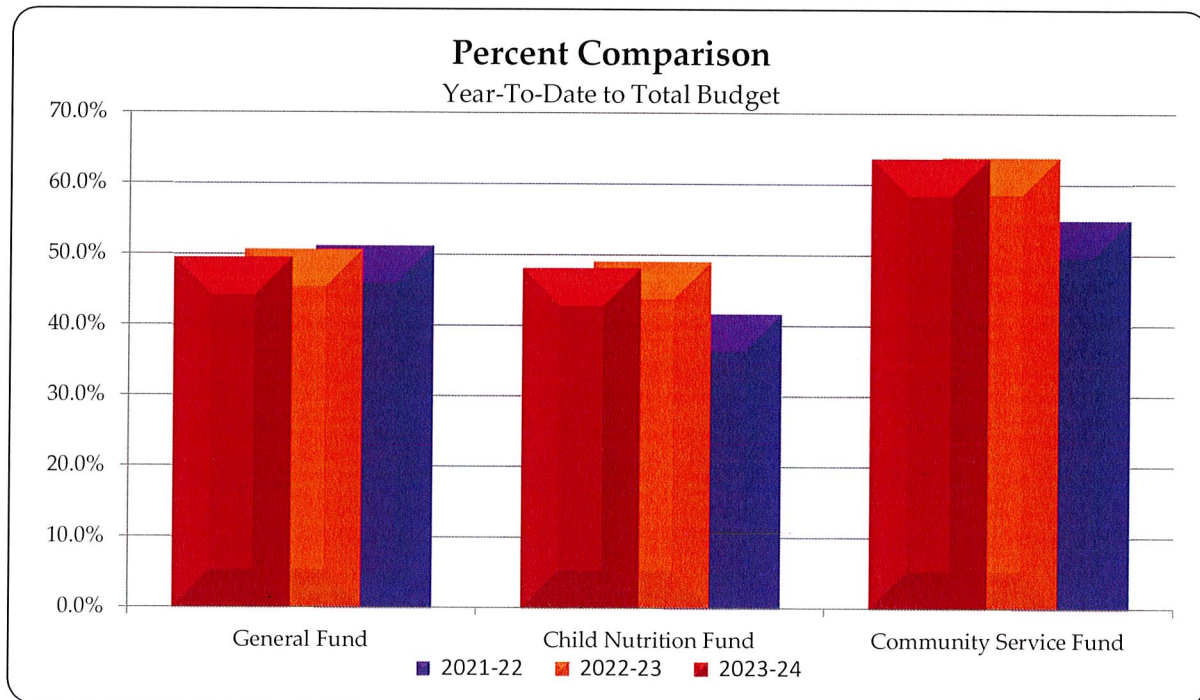




STATEMENT OF EXPENDITURES

For the month ended January 31, 2024

Fund	Year-To-Date	Budget	YTD as % of Budget		
			2023-24	2022-23	2021-22
General Fund					
Salaries	\$ 16,837,562	\$ 35,792,422	47.0%	46.9%	47.1%
Benefits	6,858,149	14,149,912	48.5%	49.0%	47.4%
Purchased Services	3,832,518	6,695,334	57.2%	52.7%	64.0%
Supplies & Materials	1,710,008	2,581,841	66.2%	69.5%	86.3%
Capital Expenditures	1,355,819	2,455,213	55.2%	78.9%	73.5%
Other Expenses	160,498	495,866	32.4%	54.6%	27.7%
Total General Fund	\$ 30,754,554	\$ 62,170,588	49.5%	50.7%	51.2%
Child Nutrition Fund	\$ 1,270,327	\$ 2,645,006	48.0%	49.0%	41.6%
Community Service Fund	2,205,175	3,463,457	63.7%	63.8%	55.0%
Debt Service Fund	5,907,959	5,912,409	99.9%	99.9%	99.9%
Internal Service Fund	6,532,745	11,094,171	58.9%	51.3%	68.0%
Total All Funds	\$ 46,670,760	\$ 85,285,631	54.7%	56.0%	56.5%



**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL
OF THE TEACHING CONTRACT OF A PROBATIONARY TEACHER**

WHEREAS, {NAME}, is a probationary teacher in Independent School District No. 659,

BE IT RESOLVED by the School Board of Independent School District No. 659, that pursuant to M.S. 122A.40, Subdivision 5, that the teaching contract of {NAME}, a probationary teacher in Independent School District No. 659, is hereby terminated at the close of the current 2023-2024 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION AND NON-RENEWAL

Dear {NAME}:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 659 held on April 22, 2024 a resolution was adopted by majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2024-2025 school year. Said action of the Board is taken pursuant to Minnesota Statutes 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract. However, such written request should be received within ten (10) calendar days after the receipt of this notice.

Sincerely,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 659

Dated this 22nd day of April, 2024

Claudia Gonzalez-George, Chairperson

Valori Mertesdorf, Deputy Clerk