

**INDEPENDENT SCHOOL DISTRICT NO. 659**  
**REGULAR SCHOOL BOARD MEETING**

Monday, May 13, 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
  - a. Certificate Presentation to Senior Members of District Youth Council
5. Items for Discussion and Reports
  - a. District Youth Council 2023-24 Recap
  - b. Proposed 2024-25 General Fund Budget
  - c. Policy Committee Recommendations
  - d. Fall 2024 Bond Referendum
6. Consent Agenda
  - a. Minutes
  - b. Gift Agreements
  - c. Grant Application
  - d. Overnight Field Trip
  - e. DYC Members 2024-25
  - f. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display
  - g. Personnel Items
7. Items for Individual Action
  - a. Revised 2023-24 Child Nutrition Fund Budget
  - b. Revised 2023-24 Community Education Fund Budget
  - c. Ice Arena Letter of Support to the Northfield City Council
  - d. Review and Comment Submission to the Minnesota Department of Education (MDE)
  - e. Resolution Discontinuing and Reducing Educational Program
8. Items for Information
  - a. Enrollment Report
  - b. Graduation
9. Future Meetings
  - a. \*Tuesday, May 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
  - b. Monday, June 10, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
  - c. Monday, July 8, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

\*Note that Monday, May 27 is Memorial Day
10. Closed Session for Sale of Property as Allowed by Minnesota Statute 13D.05, Subd. 3(c).
11. Adjournment

**NORTHFIELD PUBLIC SCHOOLS**  
**MEMORANDUM**

Monday, May 13, 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, May 13, 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
  - a. Certificate Presentation to Senior Members of District Youth Council
5. Items for Discussion and Reports
  - a. District Youth Council 2023-24 Recap. DYC members McKenna Carlson and Connor Percy will provide an end-of-year recap of the 2023-24 school year.
  - b. Proposed 2024-25 General Fund Budget. Director Mertesdorf will present the Proposed 2024-25 General Fund Budget. No action is required at this meeting.
  - c. Policy Committee Recommendations. Dr. Hillmann will present the policy committee's recommendations on policies 533 and 809.1. The board will be asked to approve this at the May 28 board meeting.
  - d. Fall 2024 Bond Referendum. Superintendent Hillmann will update the board on the bond referendum informational campaign and highlight upcoming events.
6. 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 22, 2024.
  - b. Gift Agreements. Gift agreements to be approved are attached.
  - c. Grant Application. Director of Instructional Services Hope Langston requests school board approval for a Closing Educational Opportunity Gaps Grant for \$500,000 from the Minnesota Department of Education for the time period July 1, 2024 to June 30, 2026. This grant would fund one full-time family engagement navigator to be shared by the Northfield Middle School and Northfield High School, and two full-time academic tutors, one for each building. These positions would develop a support cohort to increase family engagement and student connectedness to school in order to decrease chronic absences and encourage academic success.
  - d. Overnight Field Trip. Northfield High School Girls Soccer Coach Elle Kingsley requests board approval to take the NHS girls varsity soccer team to the Duluth East HS Pre-Season Jamboree Aug. 16 - Aug. 18, 2024.
  - e. District Youth Council Members (DYC) 2024-25. The following students are being recommended to serve on DYC during the 2024-25 school year:  
Rising Seniors: Leena Brown\*, Eden Coudron\*, John Dietiker\*, Lucy Graham\*, Junior Martinez\*, Allison Mathews\*, Annika Reister\*  
Rising Juniors: Audrey Gilbertson, Delphine Hawkins\*, Britta Jaranson, Atticus Mayer\*, Malcolm Westlund  
Rising Sophomores: Mae Bowers, Genevieve Knutson  
\*Denotes a current DYC member.

f. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display. The district has been contacted by the City of Northfield, the sponsor of the July 4th fireworks display, for permission to use the green space between Northfield Middle School and Bridgewater Elementary School for the fireworks display on July 4. The school district traditionally grants permission for this activity and has waived the ban of fireworks on school district property in the past. Because this is an annual event, this authorization will continue until such time the board takes action to rescind it or the City of Northfield makes an alternate request.

g. Personnel Items

i. Appointments

1. Alexander Altermatt, Instructor Lead with Community Ed Recreation, beginning 5/6/2024 - 5/31/2024. Step 1 - \$15.00/hr.
2. Ella Andrew, Summer Targeted Services PLUS Site Assistant for up to 6 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/24/2024-8/8/2024. Step 2-\$15.29/hr.
3. Molly Andrews, Special Ed EA PCA for 6.75 hours/day at the Middle School, beginning 8/26/2024. Step 2-\$17.03/hr. Plus PCA Stipend - Subject to change on settlement of 2024-2026 agreement.
4. Amelia Becker, Summer Targeted Services PLUS Site Assistant for up to 6 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/24/2024-8/8/2024. Step 2-\$15.29/hr.
5. Kaitlin Bell, 1.0 FTE Third Grade Teacher at Bridgewater, beginning 8/22/2024. BA, Step 1
6. Isabella Bisel, Summer KidVentures Student Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.
7. Michael Bishop Garlitz, Summer Targeted Services PLUS/BLAST Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park/Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
8. Nicholas Bornhauser, Summer Seasonal Grounds/Custodial Worker with the District, beginning 6/3/2024-9/24/2024. \$18.00/hr.
9. Jasmine Bos, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.
10. Cynndra Conniff, 1.0 FTE Long Term Substitute Speech and Language Pathologist, at the Middle/High School, beginning 8/19/2024-6/6/2025. MA40, Step 10 +\$2,500 Doctoral Stipend, +\$1,000 subject matter doctoral stipend.
11. Hilary Detert, Special Ed EA PCA for 6.75 hours/day at Greenvale Park, beginning 5/13/2024. Step 4-\$18.05/hr + PCA Stipend.
12. Emilie Englert, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.
13. David Foley, Head Girls Basketball Coach at the High School, beginning 11/11/2024; \$7,762 + step 10.
14. Mackenzie Glassing, Summer Targeted Services PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/24/2024-8/8/2024. \$40/hr.
15. Denise Halvorson, Summer Targeted Services PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/24/2024-8/8/2024. \$40/hr.
16. Melissa Hanson, .56 FTE Long Term Substitute Third Grade Teacher at Bridgewater, beginning 4/30/2024-6/6/2024. Daily Sub Rate
17. Kari Hartwig, Administrative Assistant to the Assistant Principal and Activities Director at the Middle School, beginning 5/21/2024. Class III, Step 3 - \$22.64/hr.
18. Stephanie Hernandez Flores, Summer Targeted Services PLUS Site Assistant for up to 6 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/24/2024-8/8/2024. \$14.90/hr.
19. Jaelyn Holz, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.
20. Mark Johnson, Summer Seasonal Grounds/Custodial Technician with the District, beginning 5/1/2024-9/2/2024. \$18.50/hr.
21. Lisa Lipins, 1.0 FTE Licensed School Counselor at the High School, beginning 8/22/2024. MA40, Step 6
22. Evan Loe, Summer Lifeguard with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 2-\$14.25/hr.
23. Rebecca Lorang, 1.0 FTE English Learner Teacher at the Middle School, beginning 8/22/2024. MA, Step 3
24. Connor Nagy, Summer Seasonal Grounds/Custodial Worker with the District, beginning 5/20/2024-9/24/2024. \$18.00/hr.
25. Correction: Wendy Newman, 1.0 FTE Administrative Support Assistant Class IV at the NCEC, beginning 5/6/2024. Step 3 - \$23.36/hr.
26. Brody Nygaard, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.
27. Kayden Oakland, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.

28. Katelyn Petersen, 1.0 FTE Mathematics Teacher at the High School, beginning 8/22/2024. BA, Step 4
  29. Jennifer Peterson, 1.0 FTE Licensed Social Worker at Bridgewater, beginning 8/22/2024. MA, Step 8
  30. Jenna Schlatter, 1.0 FTE Grade 6 Transition/SEL Class Teacher at the Middle Schools, beginning 8/22/2024. MA, Step 10
  31. Kaitlin Schulz, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
  32. Qiyuan Shen, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/3/2024-8/30/2024. \$14.90/hr.
  33. Joseph Sickler, Summer Seasonal Grounds/Custodial Worker with the District, beginning 5/6/2024-9/24/2024. \$17.25/hr.
  34. Alexander Sparks, Summer Seasonal Grounds/Custodial Worker with the District, beginning 6/3/2024-9/24/2024. \$18.00/hr.
  35. Jillian Specht, 1.0 FTE Physical Education Teacher at Greenvale Park, beginning 8/22/2024. MA, Step 9
  36. Wyatt Stockdale, Summer Instructor Assistant with Community Ed Recreation, beginning 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
  37. Calvin Weis, Summer Targeted Services PLUS Site Assistant for up to 6 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/24/2024-8/8/2024. Step 2-\$15.29/hr.
- ii. Increase/Decrease/Change in Assignment
1. Alexander Altermatt, Instructor Lead with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 5/29/2024-8/31/2024. Step 1-\$14.00/hr.
  2. Hilary Detert, Special Ed EA for 6.75 hours/day at Greenvale Park, change to Special Ed EA for 7.25 hours/day, effective 5/13/2024.
  3. Lindsey Downs, 1st Grade Teacher at Spring Creek, change to ADSIS Teacher at Spring Creek, effective 8/22/2024.
  4. Lindsey Downs, Teacher at Spring Creek, add Summer Targeted Services PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
  5. Ana Gallego, EA at Greenvale Park, add Summer Targeted Services PLUS Site Assistant and Club Leader for up to 6 hours/day at Greenvale Park, effective 6/24/2024-8/8/2024. Site Assistant Step 4-\$16.35/hr., Club Leader \$24.30/hr.
  6. Naomi Golden, Science Teacher at the High School, add Summer Targeted Services PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
  7. Bob Gregory Bjorklund, 1.0 Fall Musical/Play Director at the High School, change to .75 Fall Musical/Play Director at the High School, effective 9/3/2024.
  8. Amy Hales, Special Ed EA PCA for 17.5 hours/week at Middle School, change to Special Ed EA PCA for 22.5 hours/week, effective 5/9/2024-6/6/2024.
  9. Sam Healy, 4th Grade Teacher at Spring Creek, change to 3rd Grade Teacher at Spring Creek, effective 8/22/2024.
  10. Jennifer Klaers, Teacher at St. Dominic, add Summer Targeted Services PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
  11. Kimberly Kohaut, Community School Site Leader at Greenvale Park, add Summer Targeted Services PLUS Site Leader for up to 7 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. Step 2-\$18.77/hr.
  12. Grace LaCanne, Instructor Lead with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 5/29/2024-8/31/2024. Step 2-\$14.25/hr.
  13. Elizabeth Larson, Grade 3 Teacher at Bridgewater, add Summer Camp Director with Community Ed Recreation, effective 7/15/2024-8/31/2024. \$20.00/hr.
  14. Shanise Morris, EA at the Middle School, add Special Ed EA ESY for up to 3.5 hours/day at the NCEC, effective 6/27/2024-7/26/2024.
  15. Jessy Nivala, Grade 1 Teacher at Greenvale Park, change to Grade 2 Teacher at Greenvale Park, effective 8/22/2024.
  16. Jodie Rud, Grade 4 Teacher at Bridgewater, change to Grade 2 Teacher at Spring Creek, effective 8/22/2024.
  17. Anita Sasse, Grade 3 Teacher at Spring Creek, add Summer Targeted Services PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
  18. Leila Sassine, EA at the High School, add Special Ed EA ESY for up to 5.5 hours/day at the High School, effective 6/27/2024-7/19/2024.
  19. Rebekka Schrank, Special Ed Teacher at Spring Creek, add Summer Targeted Services PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
  20. Shari Setchell, Spring Play Director at the High School, add .25 Fall Musical/Play Director at the High School, effective 9/3/2024.
  21. Michelle Sickler, Grade 5 Teacher at Greenvale Park, add Summer Targeted Services PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
  22. Caroline Sjoberg, Special Ed Teacher at Spring Creek, change to Grade 1 Teacher at Spring Creek, effective 8/22/2024.

23. Gina Swenson, Grade 1 Teacher at Greenvale Park, change to Kindergarten Teacher at Greenvale Park, effective 8/22/2024.
  24. Lori Taylor, .40 ADSIS/.40 Spanish Teacher/.20 MTSS at the High School, change to .40 ADSIS/.10 Spanish Teacher/.20 MTSS at the High School, effective 8/22/2024-6/9/2025.
  25. Ellen Trotman, EL Teacher at the Middle School, add Summer Targeted Services PLUS/BLAST Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park/Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
  26. Ryland Updike, Instructor Lead with Community Ed Recreation, change start date to 5/3/2024-5/31/2024.
  27. Ryland Updike, Instructor Lead 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 1 - \$14.00/hr., Summer Instructor Lead - Step 1 - \$15.00/hr.
  28. Alicia Veltri, Special Ed DCD Teacher at Greenvale Park, change to Special Ed Instruction and Inclusion Coach for 197 contract days with the District, effective 8/1/2024. lane/step
  29. Brent Yule, Summer Weight Room Assistant with Community Ed Recreation, change to Summer Weight Room Lead with Community Ed Recreation, effective 6/10/2024-8/31/2024. \$30.00/hr.
- iii. Leave of Absence
1. Anna Hershberger, Media Center EA at Greenvale Park, Leave of Absence beginning 5/17/2024-6/6/2024.
- iv. Retirements/Resignations/Terminations
1. DeEtte Harris, EA at Spring Creek, retirement effective 6/7/2024.
  2. Jeff Holter, Custodian at the Middle School, resignation effective 5/1/2024.
  3. Angie Kruse, Speech Language Pathologist at Bridgewater, resignation effective at the end of the 2023-2024 school year.
  4. Jennifer Link, Special Ed ASD Teacher at the Middle School, resignation effective at the end of the 2023-2024 school year.
  5. Claudia Rodriguez, Yearbook Advisor at the High School, resignation effective 6/7/2024.
  6. Amanda Sieger, ADSIS Teacher at Spring Creek, resignation effective 6/7/2024.
  7. Jane Weiland, English Language Arts teacher at the Middle School, resignation effective at the end of the 2023-2024 school year.
- v. Advancement of Probationary Licensed Staff
- Advancement of Licensed Staff to Tenure Status for 2024-2025 - tenure status at 1.0 FTE unless otherwise noted  
 AfsharJavan, Nahal; Austin, Thomas; Bartholomew, Sara; Bischoff, Chelsea; Boda, Elaine; Dayneko, Jacob; Doliscar, Jules; El Achkar, Gisele; Gagnon, Noah; Gardner, Claire; Golden, Naomi; Grisim, Leah; Haefner, Ellen - .63 FTE; Hotz Zenk, Mary; Kelly, Anna; LaVoy, Kayla; Lovrien, Catherine; Molloy, Shawna; O'Brien, Sean - .80 FTE; Peterson, Christine; Rodgers, Sydney; Sanders, Lauren; Stanton, Elizabeth - .63 FTE; Stanton, Paul; Tharp, Lillian - .50 FTE; Trego, Shane; Turnquist, Ryan; Wadzinski, Lauren.
- Advancement of Licensed Staff to Third Year Probationary Status for 2024-2025  
 Betsinger, Sybil; Carlson, Kathryn; Opatrny, Ashley; Rodriguez, Breanna; Schrank, Rebekka; Torkelson, Nicole.
- Advancement of Licensed Staff to Second Year Probationary Status for 2024-2025  
 Bollum, Linnea; O'Keefe, Thomas; Thompson, Rachael.
- vii. Administration is recommending the approval of the following employment agreements covering the period of July 1, 2024 through June 30, 2026:
1. Building Nurses, including St. Dominic's
  2. Community Education and Other Coordinators
  3. COTA/Speech Language
  4. Grounds, Maintenance, Electrician and Delivery Driver
  5. Head Custodians
  6. Interpreters for the Deaf and Hard of Hearing
  7. Non-Union Administrators
  8. Principals
- ix. 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:
1. Caitlin Robertson, 1.0 FTE, Special Education
  2. Luke VanZuilen, 1.0 FTE, Physical Education/Health
- x. Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence. Pending approval of agenda item 7e, the board is requested to adopt the Resolution related to the proposed placement of the following tenured teachers on unrequested leave of absence effective at the end of the 2023-24 school year.
1. Lori Taylor, .30 FTE

\*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. Revised 2023-24 Child Nutrition Fund Budget. This budget revision was presented at the April 22, 2024 board meeting by Director Stromme and Director Mertesdorf. The revised 2023-24 budget reflects revenues of \$2,669,198 and expenditures of \$2,645,365.

**Superintendent's Recommendation:** Motion to approve the Revised 2023-24 Child Nutrition Budget as presented.

- b. Revised 2023-24 Community Education Fund Budget. This budget revision was presented at the April 22, 2024 board meeting by Director Bailey and Director Mertesdorf. The revised 2023-24 budget reflects revenues of \$3,617,539 and expenditures of \$3,791,238.

**Superintendent's Recommendation:** Motion to approve the Revised 2023-24 Community Education Budget as presented.

- c. Ice Arena Letter of Support to the Northfield City Council. Superintendent Hillmann and Board Chair Gonzalez-George 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 up to a maximum of \$250,000 annually for an estimated 20 years (including ice time). The district would use its lease/levy authority to fund the annual payment. 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.

**Superintendent's Recommendation:** Motion to approve the Ice Arena Letter of Support to the Northfield City Council, affirming the district's intent to lease the city's ice arena, as presented.

- d. Review and Comment Submission to the Minnesota Department of Education (MDE). The district must submit a Review and Comment document to the Minnesota Department of Education related to the Fall 2024 bond referendum. We have collaborated with Wold Architects & Engineers to finalize the Review and Comment document to be submitted to MDE for approval and the board reviewed this document at the April 22 school board meeting.

**Superintendent's Recommendation:** Motion to approve submitting the Review and Comment to the Minnesota Department of Education in preparation for the Nov. 5, 2024 bond referendum election.

- e. Resolution Discontinuing and Reducing Educational Program. This resolution is approved by the Board of Education annually as part of the legal process for reducing or discontinuing the contracts of licensed staff.

| <u>Program</u> | <u>Building</u> | <u>FTE</u> |
|----------------|-----------------|------------|
| Spanish        | High School     | .30        |

**Superintendent's Recommendation:** Motion to approve the Resolution Discontinuing and Reducing Educational Program.

## 8. Items for Information

- a. Enrollment Report. Superintendent Hillmann will review the May 2024 enrollment report.
- b. Graduation. 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. Board members should meet in the high school office at 1:30 p.m. on June 9.

## 9. Future Meetings

- a. \*Tuesday, May 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
  - b. Monday, June 10, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
  - c. Monday, July 8, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- \*Note that Monday, May 27 is Memorial Day

## 10. Closed Session for Sale of Property as Allowed by Minnesota Statute 13D.05, Subd. 3(c)

- a. This meeting will be closed as permitted by Minnesota Statute 13D.05, Subd. 3(c) to discuss the sale of district property; Parcel #17.11.3.75.021; Land Area 13,642sf.

## 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 Youth Council Year-End Report

May 13, 2024



The District Youth Council works to facilitate connections between the school board and student body.



# Three subcommittees

Equity works to promote inclusion and equality within our school. They work towards projects involving representation of all students from all walks of life.



Communications works to share our message and goals with the student body. They manage the Instagram account and work towards sending updates out to the student population.



# Three subcommittees (cntd.)

Connections works to facilitate connections between the DYC and the school board. They organize team building events and make sure that all information is translated between our groups.



Next year, we plan on having two subcommittees, connections and equity. Communications will be reduced to a single position in charge of running the social media page.



# Year in review

- DYC members sat on 10 District Level Committees
- Period product restock in all women's and gender neutral restrooms in the high school from September to December
- CCR school satisfaction survey sent out in November
- DYC members participated in community education events and assisted with tours of the high school
- Presentation to School Board on CCR survey results
- Significant social media presence to alert and educate students and community members on School Board and District happenings
- Collaborated with Mayor's Youth Council and FFA to attend Youth Day at the Capitol--met with Representative Kristi Purcell to discuss educational funding and affordable housing solutions at the state and local level
- School Board brunch
- Facilities forum in March

# Excited for next year!

- School Board brunch
- School Board candidate forums
- Heritage festival?
- Continuing to promote upcoming ballot
- Assisting in facility tours
- Continuing our supply of Winter Break period products
- Other projects!



# Questions?



**General Fund | Proposed Budget | 2024-25**  
**Val Mertesdorf, Director of Finance**  
*Presented to the Board on 5.13.2024*

**Enrollment:** Enrollment drives approximately 70% of our total revenue. The 2022-23 school year was our fourth consecutive year of declining enrollment. A 5.9% decline in enrollment over four years. We are projecting stable enrollment for the current school year but continuing the decline for 2024-25. We are projecting a forty-eight (48) student decline or fifty-eight (58) weight pupil decline. The state uses our adjusted pupil counts and weighs each student based on their grade level. This weighted calculation is called adjusted pupil units or APU. Kindergarten through grade 6 earn 1.0 and grades 7-12 earn 1.2. The enrollment projection looks at historical trends and birth rates. The proposed budget assumes 4,158.13 adjusted pupil units for the 2024-25 school year.

We are often asked why enrollment is declining and we can directly tie this issue to two items. First, there is a declining birth rate. This is not specific to Northfield, but the state and nation as well. The second reason is the housing crisis. There is a lack of affordable, single family homes available within the school district boundaries. Northfield has 174 square miles and our last update indicated 30 single family homes available, over half of which started at \$500,000 or more.

**Revenue Assumptions:** The basic formula generates approximately 48% of our total revenue. We are assuming a 2% increase in the basic per pupil funding from \$7,138 to \$7,281 per pupil unit. This is our largest source of revenue. Below is a chart that shows the increases we've received from the legislature up against our declining enrollment. While the state has provided a 2% increase ("inflationary") for the 2024-25 school year, in actuality we will only realize a 0.59% increase in revenue from the basic formula.

|               | 2020-21       | 2021-22       | 2022-23       | 2023-24       | 2024-25       |
|---------------|---------------|---------------|---------------|---------------|---------------|
| Basic Formula | \$ 6,567      | \$ 6,728      | \$ 6,863      | \$ 7,138      | \$ 7,281      |
| % Change      |               | 2.45%         | 2.01%         | 4.01%         | 2.00%         |
| APU           | 4,313.26      | 4,259.37      | 4,190.93      | 4,216.58      | 4,158.13      |
| Total Revenue | \$ 28,325,178 | \$ 28,657,041 | \$ 28,762,353 | \$ 30,097,948 | \$ 30,275,345 |
| Difference    |               | \$ 331,863    | \$ 105,311    | \$ 1,335,595  | \$ 177,396    |

We also receive other state aids and categorical funding. We are projecting an increase in our state special education aid. We are utilizing a different funding strategy that we were recently made aware of that will generate an additional \$400,000 in special education revenue annually. In addition, we are budgeting for approximately \$125,000 in summer unemployment aid. However, this was a one time allocation from the state and these expenditures will be unfunded beginning in the summer of 2025.

We already know how much revenue we will receive from property taxes due to the timing of the levy certification in December. The significant increase is primarily related to the voter approved increase in the capital projects levy.

The pandemic related federal funding has ended. This budget reflects our pre-pandemic levels of federal funding that include Title funding and some special education funding.

The budget for local sources assumes the same level of participation and fees for both activities and admissions to events. The budget decreased because we will not be selling devices this year, but an increase in interest revenue helped offset this.

The proposed revenue for 2024-25 is \$67,744,818.

**Expenditure Assumptions:** Salaries and benefits make up approximately 80% of the total budget. This spring we have been negotiating with sixteen (16) employment groups. Ensuring our pay and benefits is competitive is critical in the current market. Benefits are projected to increase, our three statutory benefits are a percentage of salary. We are also planning for a 5% increase in health insurance and a continued increase in our workers compensation premium.

While staffing is a moving target, there are a few items to point out in the salary budget. The first is the addition of an Inclusion Specialist, this is being funded with the additional special education revenue we will be generating with the new funding option. We have also added a 1.0 FTE English Learner contingency fund. The data over the past year has clearly shown additional needs within this program. The contingency model allows for a faster staffing response when new students arrive.

In the non-salary budget, the most notable changes were the impact of the voter approved increase to the capital projects levy. This was an additional \$1.2 million the impacted several categories. In addition, there was a 4% increase in our transportation contract, and an 8% increase in our property/liability insurance premium.

The proposed expenditures for 2024-25 are \$66,853,904.

**Summary:** When all the assumptions come together we are proposing a general fund budget with revenues of \$67.7 million and expenditures of \$66.8 million. The budget prioritization process has helped identify what is most important to our staff, families and community. We are grateful to be able to respond to declining enrollment, and significant inflationary pressures from a position of strength. The proposed budget shows the unassigned fund balance percentage at 14.35%. The calculation of the fund balance as a percentage of expenditures excludes operating capital, long term facility maintenance, scholarships and student activities.

As always, the budget is an estimate and a plan of how we intend to spend our valuable resources. Stewardship is a strategic commitment in this district. We are in a much stronger financial position than many other districts. Our financial cycle will allow us to continue to monitor and respond to the changing enrollment in a thoughtful, proactive manner. We are incredibly grateful to this community for believing in our stewardship and our programming enough to have not only renewed but also increased the capital projects referendum. We have been and will continue to be good stewards of the resources entrusted to us.



# 2024-2025 Proposed Budget

GENERAL FUND

May 13, 2024



# Enrollment Projections

| Adjusted Pupil Units |       |        |        |        |          |          |          |
|----------------------|-------|--------|--------|--------|----------|----------|----------|
| Year                 | Pre-K | KG     | 1-3    | 4-6    | 7-12     | Total    | APU      |
| 2019-20              | 42.81 | 246.52 | 764.36 | 892.76 | 2,072.59 | 4,019.04 | 4,433.56 |
| 2020-21              | 44.33 | 202.40 | 747.90 | 843.88 | 2,062.29 | 3,900.80 | 4,313.26 |
| 2021-22              | 49.12 | 245.02 | 750.76 | 822.91 | 1,992.97 | 3,860.78 | 4,259.37 |
| 2022-23              | 52.79 | 237.58 | 736.98 | 802.34 | 1,967.70 | 3,797.39 | 4,190.93 |
| 2023-24#             | 50.20 | 252.04 | 734.12 | 825.61 | 1,962.21 | 3,824.14 | 4,216.58 |
| 2024-25#             | 47.45 | 238.46 | 765.95 | 813.66 | 1,910.51 | 3,776.03 | 4,158.13 |

# - Estimated Enrollment

# Revenue Assumptions

## ● State Sources

- 2.0% increase in basic revenue (\$7,281 per APU)
- Enrollment – declining
- Special Education – funding change
- Summer Unemployment
- Compensatory

## ● Property Taxes

- Operating referendum inflationary increase
- Capital Projects Referendum increase
- Revenue known, certified levy in December

## ● Federal Sources

- ESEA (Title I, II, III, IV)
- IDEA (Special Education)

## ● Local Sources

- Assumes same rates and participation levels for activities fees and admission revenue
- Slight increase in MA Revenue based on history
- Increase in interest revenue
- Decrease for sale of devices

# Revenue Summary

|                       | <b>2020-21<br/>AUDIT<br/>RESULTS</b> | <b>2021-22<br/>AUDIT<br/>RESULTS</b> | <b>2022-23<br/>AUDIT<br/>RESULTS</b> | <b>2023-24<br/>REVISED<br/>BUDGET</b> | <b>2024-25<br/>PROPOSED<br/>BUDGET</b> |
|-----------------------|--------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|--|
| PROPERTY TAXES (LEVY) | \$ 14,217,639                        | \$ 14,971,029                        | \$ 14,428,100                        | \$ 15,232,888                         | \$ 18,429,798                          |
| STATE SOURCES         | \$ 40,135,486                        | \$ 39,514,217                        | \$ 40,469,579                        | \$ 44,193,234                         | \$ 46,103,824                          |
| FEDERAL SOURCES       | \$ 2,593,072                         | \$ 3,485,637                         | \$ 4,274,807                         | \$ 1,724,951                          | \$ 1,371,005                           |
| LOCAL SOURCES         | \$ 1,660,275                         | \$ 1,837,959                         | \$ 2,095,339                         | \$ 1,805,543                          | \$ 1,840,191                           |
| <b>Total</b>          | <b>\$ 58,606,472</b>                 | <b>\$ 59,808,842</b>                 | <b>\$ 61,267,825</b>                 | <b>\$ 62,956,616</b>                  | <b>\$ 67,744,818</b>                   |

# Expenditure Assumptions

- Salaries
  - Negotiating with 16 contract groups
  - Special Education Inclusion Specialist (change in special education funding)
  - English Learner - Contingency
- Benefits
  - FICA/PERA/TRA – percentage of salary
  - 5% in health contribution
  - Increased work comp premium



# Expenditure Assumptions

- Non-Salary & Other Operational
  - Transportation contract increase
  - Utility expenditures - flat
  - Property/Liability insurance increase
  - Capital Projects Levy impacts
- Fund Balance Goal = 14%
  - Total GF expenditures less operating capital, LTFM, scholarship and student activities



# Expenditures by Program

|                               | 2020-21<br>AUDIT<br>RESULTS | 2021-22<br>AUDIT<br>RESULTS | 2022-23<br>AUDIT<br>RESULTS | 2023-24<br>REVISED<br>BUDGET | 2024-25<br>PROPOSED<br>BUDGET |
|-------------------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|-------------------------------|
| ADMINISTRATION                | \$ 2,175,422                | \$ 2,331,514                | \$ 2,257,679                | \$ 2,363,283                 | \$ 2,447,124                  |
| DISTRICT SUPPORT<br>SERVICES  | \$ 1,397,128                | \$ 1,647,683                | \$ 1,393,996                | \$ 1,588,632                 | \$ 1,662,018                  |
| REGULAR INSTRUCTION           | \$ 27,488,963               | \$ 30,224,965               | \$ 29,691,044               | \$ 29,332,347                | \$ 31,687,534                 |
| VOCATIONAL INSTRUCTION        | \$ 253,268                  | \$ 389,708                  | \$ 194,979                  | \$ 509,665                   | \$ 541,554                    |
| SPECIAL EDUCATION             | \$ 11,221,239               | \$ 11,852,677               | \$ 12,574,538               | \$ 12,928,221                | \$ 13,743,093                 |
| INSTRUCTIONAL SUPPORT         | \$ 2,828,800                | \$ 2,907,749                | \$ 2,825,507                | \$ 2,632,379                 | \$ 2,950,561                  |
| PUPIL SUPPORT                 | \$ 4,106,477                | \$ 5,247,395                | \$ 5,202,669                | \$ 5,000,386                 | \$ 5,486,249                  |
| SITE & BUILDINGS              | \$ 4,761,988                | \$ 5,382,992                | \$ 4,813,863                | \$ 5,083,762                 | \$ 5,101,685                  |
| FISCAL & OTHER FIXED<br>COSTS | \$ 315,265                  | \$ 260,361                  | \$ 272,456                  | \$ 276,700                   | \$ 285,002                    |
| CAPITAL OUTLAY                | \$ 4,461,643                | \$ 2,524,621                | \$ 3,967,763                | \$ 2,455,213                 | \$ 2,949,084                  |
| <b>TOTAL</b>                  | <b>\$ 59,010,193</b>        | <b>\$ 62,769,665</b>        | <b>\$ 63,194,494</b>        | <b>\$ 62,170,588</b>         | <b>\$ 66,853,904</b>          |

# Expenditures by Object

|                    | 2020-21<br>AUDIT<br>RESULTS | 2021-22<br>AUDIT<br>RESULTS | 2022-23<br>AUDIT<br>RESULTS | 2023-24<br>REVISED<br>BUDGET | 2024-25<br>PROPOSED<br>BUDGET |
|--------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|-------------------------------|
| SALARIES           | \$ 33,309,150               | \$ 35,858,968               | \$ 35,631,953               | \$ 35,792,422                | \$ 37,881,246                 |
| BENEFITS           | \$ 12,177,652               | \$ 13,520,265               | \$ 13,949,786               | \$ 14,149,912                | \$ 15,380,900                 |
| PURCHASED SERVICES | \$ 6,065,175                | \$ 7,435,989                | \$ 6,739,378                | \$ 6,695,334                 | \$ 7,144,821                  |
| SUPPLIES           | \$ 2,484,146                | \$ 2,921,439                | \$ 2,289,606                | \$ 2,581,841                 | \$ 3,137,600                  |
| DUES & MEMBERSHIPS | \$ 512,427                  | \$ 508,383                  | \$ 616,008                  | \$ 495,866                   | \$ 360,253                    |
| CAPITAL OUTLAY     | \$ 4,461,643                | \$ 2,524,621                | \$ 3,967,763                | \$ 2,455,213                 | \$ 2,949,084                  |
| <b>TOTAL</b>       | <b>\$ 59,010,193</b>        | <b>\$ 62,769,665</b>        | <b>\$ 63,194,494</b>        | <b>\$ 62,170,588</b>         | <b>\$ 66,853,904</b>          |



# General Fund Summary

|                             | 2020-21<br>AUDIT<br>RESULTS | 2021-22<br>AUDIT<br>RESULTS | 2022-23<br>AUDIT<br>RESULTS | 2023-24<br>REVISED<br>BUDGET | 2024-25<br>PROPOSED<br>BUDGET |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|-------------------------------|
| REVENUE                     | \$ 58,606,472               | \$ 59,808,842               | \$ 61,267,825               | \$ 62,956,616                | \$ 67,744,818                 |
| EXPENDITURES                | \$ 59,010,193               | \$ 62,769,665               | \$ 63,194,494               | \$ 62,170,588                | \$ 66,853,904                 |
| DIFFERENCE                  | \$ (403,721)                | \$ (2,960,823)              | \$ (1,926,669)              | \$ 786,028                   | \$ 890,914                    |
| BEGINNING FUND BALANCE      | \$ 18,557,760               | \$ 18,154,039               | \$ 15,193,216               | \$ 13,266,547                | \$ 14,052,575                 |
| <b>ENDING FUND BALANCE</b>  | <b>\$ 18,154,039</b>        | <b>\$ 15,193,216</b>        | <b>\$ 13,266,547</b>        | <b>\$ 14,052,575</b>         | <b>\$ 14,943,489</b>          |
| RESTRICTED                  | \$ 7,179,371                | \$ 6,288,044                | \$ 5,561,095                | \$ 5,652,983                 | \$ 5,824,111                  |
| UNASSIGNED                  | \$ 10,974,668               | \$ 8,905,172                | \$ 7,705,452                | \$ 8,399,592                 | \$ 9,119,378                  |
| <b>TOTAL FUND BALANCE</b>   | <b>\$ 18,154,039</b>        | <b>\$ 15,193,216</b>        | <b>\$ 13,266,547</b>        | <b>\$ 14,052,575</b>         | <b>\$ 14,943,489</b>          |
| UNASSIGNED FUND BALANCE     | 19.68%                      | 15.21%                      | 13.10%                      | 14.26%                       | 14.35%                        |
| % <small>(new calc)</small> |                             |                             |                             |                              |                               |

# Questions?

- Thanks for your time!



## Policy 533 WELLNESS

### I. PURPOSE

As required by the federal Healthy and Hunger Free Kids Act of 2010, the purpose of this policy is to set forth methods that promote student and staff wellness, prevent and reduce childhood obesity, and ensure that school meals and other food and beverages sold and otherwise made available on the Northfield Public Schools' campus during the school day are consistent with applicable minimum local, state, and federal standards. ~~(See notes at the end about the impact of the federal Healthy and Hunger Free Kids Act on this policy.)~~

### II. GENERAL STATEMENT OF POLICY

- A. The Board of Education recognizes that nutrition promotion and education, physical activity, and other school-based activities that promote student wellness are essential components of the educational process and that good holistic health fosters student attendance and learning.
- B. The school environment should promote students<sup>2</sup>- and staff health, well-being, and ability to learn by encouraging healthy eating and physical activity.
- C. The district encourages the involvement of parents, caregivers, students, representatives of the child nutrition department, teachers, school health professionals, the board, school administrators, and the general public in the development, implementation, and periodic review and update of the district's wellness policy.
- D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- E. All students in grades E-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- F. Qualified child nutrition personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

### III. WELLNESS GOALS

- A. Nutrition Promotion and Education
  - 1. The district will encourage and support healthy eating by students and staff, and engage in nutrition promotion that is:

- a. Offered as part of a comprehensive program designed to provide students and staff with the knowledge and skills necessary to promote and protect their health.
  - b. Part of health education classes, as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate.
  - c. Enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.
2. The district will encourage all students and staff to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.

B. Physical Activity

1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities.
2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate.
3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.
4. The district will provide students whose families qualify for free or reduced priced meals through the National School Lunch Program with scholarships for athletic and community education classes that promote physical activities. The district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for these scholarships.

C. Communications with Parents

1. The district recognizes that parents, guardians, and caregivers have a primary role in promoting their children's health and well-being.
2. The district will support parents' efforts to provide a healthy diet and daily physical activity for their children.
3. The district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
4. The district will provide information about physical education and other school-based physical activity opportunities and will support family

efforts to provide their children with opportunities to be physically active outside of school.

#### IV. STANDARDS AND NUTRITION GUIDELINES

##### A. School Meals

1. The district will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.
2. Child nutrition personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.
3. Child nutrition personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.
4. Child nutrition personnel will try to accommodate the needs of vegetarian/vegan students.
5. Child nutrition personnel will provide clean, safe, and pleasant settings and adequate time for students to eat.
6. Child nutrition personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.
7. Child nutrition personnel shall adhere to all applicable federal, state, and local food safety and security guidelines.
- ~~8. The district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.~~
8. The district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
9. The district will publish the process used to accommodate dietary restrictions due to allergies or intolerances on the child nutrition department website.
10. The district will schedule meal periods at appropriate times during the school day and make every effort to provide students with sufficient time to eat after sitting down for school meals.
11. The district will discourage tutoring, club, or organizational meetings or activities during mealtimes unless students may eat during such activities.

##### B. School Food Service Program/Personnel

1. The district shall designate an appropriate person to be responsible for the district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.

2. As part of the district's responsibility to operate a food service program, the district will provide continuing professional development for all child nutrition personnel in schools.

C. Competitive Foods and Beverages

1. All foods and beverages sold on school grounds to students and staff, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold à la carte in the cafeteria, from vending machines, school stores, and for in-school fundraisers.
2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.
3. Before and Aftercare (child care) programs must also comply with the district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.

D. Other Foods and Beverages Made Available to Students

1. Student and staff wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:  
[\*\*Note: Up to two special event exceptions will be allowed at the Middle School, the High School, and the Area Learning Center per year. Two exceptions per grade level, per year, will be allowed at the Elementary Schools. These events will be determined by the building administrator and Wellness Committee Coordinator. These exceptions will be documented on our District Wellness procedures form and provided to the Director of Finance to determine if an expense is allowable under the wellness policy guidelines.]
  - a. Celebrations and parties. The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
  - b. Classroom snacks brought by parents. The district will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards.
2. Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.
3. Fundraising. The district will make available to parents and teachers a list of suggested healthy fundraising ideas.

E. Food and Beverage Marketing in Schools

1. School-based marketing will be consistent with nutrition education and health promotion.
2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.

V. **WELLNESS LEADERSHIP AND COMMUNITY INVOLVEMENT**

A. Wellness Coordinator

1. The superintendent will designate a district official to oversee the district's wellness activities (Wellness Coordinator.) The Wellness Coordinator will ensure that each school implements the policy.
2. The principal of each school, or a designated school official, will ensure compliance within the school and will report to the Wellness Coordinator regarding compliance matters upon request.

B. Public Involvement

1. The Wellness Coordinator will permit parents, students, representatives of the child nutrition department, teachers of physical education, school health professionals, the board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the wellness policy.
2. The Wellness Coordinator will hold meetings, from time to time, for the purpose of discussing the development, implementation, and periodic review and update of the wellness policy. All meeting dates and times will be posted on the district's website and will be open to the public.

VI. **POLICY IMPLEMENTATION AND MONITORING**

A. Implementation and Publication

1. After approval by the board, the wellness policy will be implemented throughout the district.
2. The district will post its wellness policy on its website, to the extent it maintains a website.

B. Annual Reporting

The Wellness Coordinator will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.

C. Triennial Assessment

1. At least once every three years, the district will evaluate compliance with the wellness policy to assess the implementation of the policy and create a report that includes the following information:
  - a. the extent to which schools under the jurisdiction of the district are in compliance with the wellness policy;
  - b. the extent to which the district's wellness policy compares to model local wellness policies; and
  - c. a description of the progress made in attaining the goals of the district's wellness policy.
2. The Wellness Coordinator will be responsible for conducting the triennial assessment.
3. The triennial assessment report shall be posted on the district's website or otherwise made available to the public.

D. Record Keeping

The district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:

1. The district's written wellness policy.
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.
3. Documentation of the triennial assessment of the local school wellness policy for each school under the district's jurisdiction efforts to review and update the wellness policy (including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the Wellness Committee).

Notes:

- *All school districts that participate in the National School Lunch and School Breakfast Programs are required by the Healthy, Hunger-Free Kids Act of 2010 (Act) to have a wellness policy that includes standards and nutrition guidelines for foods and beverages made available to students on campus during the school day, as well as specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. The Act requires the involvement of parents, students, representatives of the child nutrition department, teachers of physical education, school health professionals, the school board, school administrators, and the public in the development, implementation, and periodic review and update of the wellness policy. The Act also requires a plan for measuring implementation of the policy and reporting wellness policy content and implementation issues to the public, as well as the designation of at least one person charged with responsibility for the*



*implementation and oversight of the wellness policy to ensure the district is in compliance with the policy.*

- *The Act requires that school districts have standards, selected by the district, for all foods available on the school campus during the school day with the objective of promoting student health and reducing childhood obesity. For foods and beverages sold to students during the school day on school campus, the Act requires that districts also have nutrition guidelines.*
- *The Act specifically requires that this wellness policy contain standards and nutrition guidelines for all foods and beverages sold to students during the school day that are consistent with the meal requirements for lunches and after-school snacks set forth in 7 Code of Federal Regulations Section 210.10 and the meal requirements for breakfasts set forth in Code of Federal Regulations Section 220.8.*

### Policy 533 Wellness

Adopted: 05.22.2006; Updated: 03.11.2013, 05.2013, 05.08.2017, 08.13.2018, 06.20.2022; Non-Substantive Update: 10.03.2022;  
Updated: INSERT DATE HERE

### Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

#### **Legal References:**

Minn. Stat. § 121A.215 (Local School District Wellness Policy; Website)  
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)  
42 U.S.C. § 1758b (Local School Wellness Policy)  
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act)  
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)  
7 C.F.R. § 210.10 (School Lunch Program Regulations)  
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

#### **Local Resources:**

Minnesota Department of Education, [www.education.state.mn.us](http://www.education.state.mn.us)  
Minnesota Department of Health, [www.health.state.mn.us](http://www.health.state.mn.us)  
County Health Departments  
Action for Healthy Kids Minnesota, [www.actionforhealthykids.org](http://www.actionforhealthykids.org)  
United States Department of Agriculture, [www.fns.usda.gov](http://www.fns.usda.gov)

## **Policy 809.1 SPONSORSHIP OF SCHOOL DISTRICT OWNED PROPERTY**

### **I. PURPOSE**

The purpose of this policy is to establish guidelines for the paid sponsorships of Northfield School District owned property including equipment, materials, office space, classrooms, athletic fields/courts/competition spaces, science labs, auditoriums, vehicles and other areas/items as determined by the Board of Education.

### **II. GENERAL STATEMENT OF POLICY**

The district shall ensure that paid sponsorships of school property preserve the long-standing traditions, values, culture, and prestige of the district.

### **III. SPONSORSHIP**

- A. The district recognizes that circumstances exist when the district may enter into an agreement with a business, foundation, or other corporate entity for the specific sponsorship of district property in exchange for a specific financial or other contribution to the district.
1. ~~All such agreements must be in writing, and reviewed and approved by the board.~~ Approving the paid sponsorships of school property valued at \$25,000 or less is the responsibility of the superintendent and director of finance. Approving the paid sponsorships of school property valued at greater than \$25,000 is the responsibility of the board. The superintendent and director of finance shall have the authority to negotiate agreements for sponsorship valued at greater than \$25,000, but shall consult with the board before negotiating such agreements.
  2. Sponsorship shall not be granted to businesses, foundations, or other corporate entities whose products, practices, or communications run counter to the mission, vision and policies of the district.
  3. All revenue from the granting of sponsorship must be used according to a plan specified by the board.
- B. Transferability and Renewability. If a sponsorship is granted by a written agreement, those rights may be transferred or renewed as permitted by the written agreement.
- C. Limit of Sponsorship
1. On the Part of the District. The district's right to use the name and other brand elements of the sponsor is permitted by express agreement with the sponsor.

2. On the Part of the Sponsor. The party after whom a district property is named has no decision-making rights as to the purpose of the district property unless specifically provided for in the written agreement between the parties. The district will not agree to any condition in an agreement that could unnecessarily limit progress toward the district’s mission and purpose, statutory obligation, or the local authority of the board. In turn, the named party has no liability with respect to that district property unless provided for in a specific contract between the parties. Any such limits must be included in any sponsorship agreement.
- D. Termination of Sponsorship. In addition to any remedies for breach of the written agreement granting sponsorship, the parties may terminate a sponsorship agreement in advance of the scheduled termination date under the following conditions:
1. Termination by the District. The district reserves the right, at its sole discretion, to terminate the sponsorship without refund of consideration, prior to the scheduled termination date, should it feel it is necessary to do so to avoid the district being brought into disrepute.
  2. Termination by the Named Party. The sponsor may, without refund of consideration, at its sole discretion, terminate its acceptance of the sponsorship prior to the scheduled termination date, in the event that the district directly brings the named party into disrepute.

## Policy 809.1 Sponsorship of School District Owned Property

Adopted: 10.12.2020; Reviewed: 01.26.2023; Updated: INSERT DATE HERE

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

**Legal References:** Minn. Stat. §123B.025 (School Sponsorship and Advertising Revenue)

**Cross References:** MSBA/MASA Model Policy 706 (Acceptance of Gifts)  
Northfield Public Schools Policy 809 (Naming of School District Buildings)

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

April 22, 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, Quinnell and Stratmoen. Absent: Nelson. 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 were two public comments.

4. Announcements and Recognitions

- Northfield Early Childhood Family Education's (ECFE) Newborn Baby Talk program was the recipient of the Minnesota Association for Family and Early Education (MNAFEE) Innovative Programming Award. This program is co-sponsored by Northfield Hospital + Clinics, Northfield Public Schools ECFE, and Rice County Public Health Nursing Service. Baby Talk is a free class for parents with newborns from birth to 12 weeks.
- School Lunch Hero Day is Friday, May 3. When we say school nutrition professionals are heroes, we mean it! We want to thank our child nutrition staff for all that they do and recognize the difference these team members make for every child who comes through their cafeteria.
- Play for Patrick screened 209 students ages 14-24 last Saturday. "Play for Patrick" 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.
- Northfield is named one of the 50 best places to live in the country by Money magazine.

5. Items for Discussion and Reports

- a. Proposed 2024-25 Child Nutrition Fund Budget. Stephany Stromme, Director of Child Nutrition, presented a Revised 2023-24 Child Nutrition Budget and the Proposed 2024-25 Child Nutrition Budget. The board will be asked to approve the revised budget at the May 13 board meeting. 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.
- b. Revised 2023-24 and Proposed 2024-25 Community Education Fund Budgets. Director of Community Education Erin Bailey presented a Revised 2023-24 Community Education Budget and the Proposed 2024-25 Community Education Budget. The board will be asked to approve the revised budget at the May 13 board meeting. The 2024-25 proposed budget has been developed with input from each program coordinator and the Community Education Advisory Council.
- c. Ice Arena Letter of Support to the Northfield City Council. Superintendent Hillmann and Board Chair Gonzalez-George 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 up to a maximum of \$250,000 annually for an estimated 20 years (including ice time). The district would use its lease/levy authority to fund the annual payment. 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. The board will be asked to approve the submission of this letter to the Northfield City Council at the May 13 board meeting.
- 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 board will be asked to approve the submission of the Review and Comment at the May 13 board meeting.

6. Committee Reports

Board members Butler, Goerwitz, and Nelson provided reports on the Community Education, Northfield Branding, Communications, and Wellness advisory committees.

7. 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 April 8, 2024.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Financial Report - January 2024. Director of Finance Mertesdorf requested 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.
    18. Summer Alsaker, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 8/21/2024. \$20.84/hr.
    19. Gretta Kunze, Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
    20. Wendy Newman, 1.0 FTE Administrative Support Assistant Class IV at the NCEC, beginning 5/6/2024. Step 3 - \$23.26/hr.
    21. Brenda Niebuhr, AP Test Proctor at the High School, beginning 4/22/2024-5/17/2024. Licensed Sub rate.
    22. Heidi Peterson, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.

23. Ryland Updike, Instructor Lead with Community Ed Recreation, beginning 5/6/2024-5/31/2024. Step 1 - \$15.00/hr.

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 Bennewitz, 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.
25. Nives Bakic, EA at the Middle School, add Targeted Services Summer BLAST Site Assistant for up to 6 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. Step 4 - \$16.35/hr.
26. Sarah Bloom, Grade 6 Teacher at the Middle School, change to Grade 5 Teacher at Greenvale Park, effective 8/22/2024.
27. Janet Gannon, EA at the Middle School, add Targeted Services Summer BLAST Site Assistant for up to 6 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. Step 4 - \$16.35/hr.
28. Gretchen Heil, Kindergarten Teacher at Spring Creek, add Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
29. Anna Kelly, Science Teacher at Greenvale Park, add Targeted Services Summer PLUS Teacher for up to 6 hours/day as needed Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.

30. Shelly Kruger, EA at the High School, add Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
31. Lydia Montgomery, Special Ed EA PCA at the NCEC and Greenvale Park, change to Special Ed EA PCA for 18 hours/week at the NCEC, effective 4/29/2024.
32. Angela Schock, Grade 6 Math Teacher at the Middle School, change to Grade 6 Science Teacher at the Middle School, effective 8/22/2024.
33. Erik Swenson, Grade 2 Teacher at Bridgewater, add Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
34. LauraAnn Talbot Peterson, Math Teacher at the Middle School, add Targeted Services Summer PLUS Teacher for up to 6 hours/day as needed Mon.-Thurs. at Greenvale Park and the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
35. Ryland Updike, Instructor Lead with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 5/6/2024-5/31/2024. Step 1 - \$14.00/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.
4. Correction: Lisa Krueger Robb, EL Teacher at the High School, FMLA Leave of Absence beginning 4/12/2024 through the end of the 2023-2024 school year.
5. Mollie Schwartz, Music Teacher at Spring Creek, FMLA Leave of Absence beginning on or about 8/30/2024 through 11/21/2024.

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.

8. Items for Individual Action

- a. Resolution for Termination and Non-Renewal of Probationary Licensed Staff. On a motion by Miller, seconded by Goerwitz, the board unanimously approved by roll call the Resolution for Termination and Non-Renewal of Probationary Licensed Staff listed below effective at the close of the current 2023-24 school year. Voting ‘yes’ was Butler, Goerwitz, Miller, Quinnell, Stratmoen, and Gonzalez-George. No one voted ‘no’.

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

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

On a motion by Stratmoen, seconded by Quinnell, the board unanimously approved to adjourn at 7:38 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?  |
|---|------------|---|--|
| 4/12/24                                 | \$50       | Family Fare                                     | Greenvale Park Elementary 3rd Grade Maud Hart Lovelace ice cream celebration                       |
| 4/19/24                                 | 200        | Community Resource Bank                         | Community Band   |
| 3/29/24                                 | 400        | Millersberg Construction                        | RRR sponsorship  |
| 4/17/24                                 | \$595      | Whipple & Sons Construction LLC                 | Co-Rec Softball League   |
| 4/22/24                                 | 100        | HomeTown Credit Union                           | Cinco de Mayo Scholarship  |
| 4/22/24                                 | 100        | Heritage Bank                                   | Community Band Donation  |
| 4/18/24                                 | \$100      | Stacey Argabright                               | Middle School Recess   |
| 4/24/24                                 | 100        | CarTime Auto Center                             | Cinco de Mayo Celebration  |
| 4/24/24                                 | 1014.36    | Northfield Fine Arts Boosters - Erin Janssens   | Music for the Middle School Choir  |
| 4/26/24                                 | \$50       | Edward & Carol Terry                            | FFA Donation - in memorial for Helen Peterson  |
| 4/26/24                                 | \$500      | River Country Cooperative                       | FFA Donations  |
| 4/25/24                                 | \$300      | Sundes Consulting LLC                           | Co-Rec Softball League   |
| 4/25/24                                 | \$645      | Cannon Pointe Chiropractic                      | Womens Softball League   |
| 4/29/24                                 | \$645      | Ducks Unlimited Cannon Flyways                  | Mens Softball League   |
| 4/30/24                                 | \$800.00   | Boys and Girls HS and possible MS golf programs | donated items to be given for the golf teams to use  |
| 4/30/24                                 | 3,000      | The Rodgers Family Foundation                   | Rodgers family scholarship (?)   |
| 4/25/24                                 | \$50       | John Ringler                                    | Senior Party Donation  |
| 4/24/24                                 | \$40       | Mark & Michelle Lager                           | Senior Celebration Donation  |
| 4/16/24                                 | \$50       | Pasha & Justin Quaas                            | Senior Party Donation  |
| 4/29/24                                 | \$2,000    | After Prom Party Fund                           | Senior Class Party   |
| 4/18/24                                 | \$40       | Chad & Melissa Boettcher                        | Senior Party Donation  |
| 5/1/24                                  | \$3,000    | Multek Flexible Circuits (Sheldahl)             | \$1000 - Robotics donation & \$2000 for senior scholarships  |
| 5/2/24                                  | 200        | Frandsen Bank & Trust                           | Cinco de Mayo Celebration Scholarship  |
| 5/3/24                                  | 100        | Merchant's Bank                                 | Cinco de Mayo Celebration Donation for Scholarship   |
| 4/17/24                                 | \$595      | Community Resource Bank                         | Mens Softball League   |
| 5/2/24                                  | \$50       | Andrew Schultz                                  | Remainder of Mens Softball League  |
| 5/2/2024                                | \$400.00   | Benjamin Bus                                    | Parade of Graduates 2024   |
| 5/8/2024                                | \$2,500.00 | Apple Autos                                     | Apple Autos Scholarship Donation   |
| 4/26/2024                               | \$100.00   | Loebach   | Cinco de Mayo Scholarship Donation   |
| 4/26/2024                               | \$20.00    | McManus   | Cinco de Mayo Scholarship Donation   |
| 5/3/2024                                | \$50.00    | Loebach   | Cinco de Mayo Scholarship Donation   |
| 4/9/2024                                | \$25.00    | Bulfer  | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 4/11/2024                               | \$100.00   | Syngenta  | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 4/13/2024                               | \$30.00    | Coudron   | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 4/16/2024                               | \$50.00    | Mergens   | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 4/24/2024                               | \$25.00    | Eblen-Zayas                                     | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 4/24/2024                               | \$40.00    | Edwards   | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 5/5/2024                                | \$50.00    | Reich   | NMS 8th Grade Fun Fest Donations 24 Donation Amount [From Kit:NMS 8th Grade Fun Fest Donations 24] |
| 4/8/2024                                | \$20.00    | Borgerding                                      | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$15.00    | MILLER  | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$20.00    | Belcourt  | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$10.00    | Fisher  | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$20.00    | Johnson   | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$25.00    | Norrie  | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$100.00   | Thorkelson                                      | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$20.00    | Gittins   | NMS PBIS/PRIDE Donations   |
| 4/8/2024                                | \$25.00    | Helgeson  | NMS PBIS/PRIDE Donations   |

|           |            |             |  |
|-----------|------------|-------------|--|
| 4/8/2024  | \$25.00    | Driscoll    | NMS PBIS/PRIDE Donations                             |
| 4/8/2024  | \$20.00    | Hupton      | NMS PBIS/PRIDE Donations                             |
| 4/11/2024 | \$25.00    | Boettcher   | NMS PBIS/PRIDE Donations                             |
| 4/11/2024 | \$20.00    | Janssens    | NMS PBIS/PRIDE Donations                             |
| 4/11/2024 | \$50.00    | Chapp       | NMS PBIS/PRIDE Donations                             |
| 4/12/2024 | \$25.00    | Dietiker    | NMS PBIS/PRIDE Donations                             |
| 4/12/2024 | \$50.00    | Peterson    | NMS PBIS/PRIDE Donations                             |
| 4/13/2024 | \$20.00    | Williams    | NMS PBIS/PRIDE Donations                             |
| 4/24/2024 | \$20.00    | Broske      | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/24/2024 | \$20.00    | Scofield    | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/24/2024 | \$25.00    | brodin      | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/24/2024 | \$100.00   | Modory      | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/25/2024 | \$50.00    | Wolke       | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/25/2024 | \$100.00   | Freeland    | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/25/2024 | \$100.00   | Stovall     | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/25/2024 | \$200.00   | Olson       | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/27/2024 | \$25.00    | Malecha     | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/27/2024 | \$25.00    | Mock Garner | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/27/2024 | \$10.00    | Stanton     | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/27/2024 | \$20.00    | McManus     | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/29/2024 | \$50.00    | Appeldoorn  | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/29/2024 | \$25.00    | Becker      | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/30/2024 | \$50.00    | Montgomery  | Scholarship Donation in Memory of Dennis Altstaetter |
| 5/2/2024  | \$100.00   | Foley       | Scholarship Donation in Memory of Dennis Altstaetter |
| 5/3/2024  | \$50.00    | Boyd        | Scholarship Donation in Memory of Dennis Altstaetter |
| 5/6/2024  | \$100.00   | Eckhoff     | Scholarship Donation in Memory of Dennis Altstaetter |
| 5/7/2024  | \$150.00   | Wegner      | Scholarship Donation in Memory of Dennis Altstaetter |
| 4/3/2024  | \$50.00    | Ostermann   | Senior Celebration Donations                         |
| 4/8/2024  | \$40.00    | Kram        | Senior Celebration Donations                         |
| 4/21/2024 | \$50.00    | Miller      | Senior Celebration Donations                         |
| 5/5/2024  | \$25.00    | pontow      | Senior Celebration Donations                         |
| 5/5/2024  | \$50.00    | Poole       | Senior Celebration Donations                         |
| 5/5/2024  | \$20.00    | Sevcik      | Senior Celebration Donations                         |
| 5/5/2024  | \$20.00    | LaCanne     | Senior Celebration Donations                         |
| 5/5/2024  | \$20.00    | Kaderlik    | Senior Celebration Donations                         |
| 5/6/2024  | \$20.00    | Organ       | Senior Celebration Donations                         |
| 5/8/2024  | \$468.00   |             | Greenvale Park Elementary Field Trip Donations       |
| 5/8/2024  | \$335.00   |             | Spring Creek Elementary Field Trip Donations         |
| 5/8/2024  | \$704.00   |             | Bridgewater Elementary Field Trip Donations          |
| 5/8/2024  | \$1,337.00 |             | Middle School Field Trip Donations                   |

## *Northfield School Board Grant Application Approval Form*

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the Director of Finance before the proposal is submitted. Proposals requesting \$15,000 or more also require School Board approval. This form will accompany all requests to the School Board and will be filed along with a copy of the completed grant proposal. All proposals must:

- Support the District’s vision and strategic commitments.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District, if required.

| Grant Proposal Information                        |  |
|---|--|
| <b>Project Title</b>                              | Closing Educational Opportunity Gaps   |
| <b>Project Period</b>                             | From: 7.1.24 To: 6.30.26   |
| <b>Funding Source</b>                             | State Grant - MN Dept of Education   |
| <b>Application Deadline</b>                       |  |
| <b>List all Grant Applicants</b>                  | Northfield Public Schools  |
| <b>School/Department</b>                          | Northfield Middle School and Northfield High School  |
| <b>Contact Person</b>                             | Hope Langston  |
| Project Information                               |  |
| <b>Brief Proposal Description</b>                 | Application to fund one full-time Family Engagement Navigator (FEN) to be shared by both schools and two full-time academic tutors, one for each building.       |
| <b>Project Goal (in one Sentence)</b>             | Develop a support cohort to increase family engagement and student connectedness to school in order to decrease chronic absences and encourage academic success. |
| <b>List All Personnel Involved in Application</b> | Hope Langston, Carrie Duba, Val Mertesdorf, Tracy Fossum (HCI contract)  |
| Budget Information                                |  |
| <b>Amount Requested</b>                           | \$500,000 (Salaries and benefits)  |
| <b>Matching Funds</b>                             | <input type="checkbox"/> Are Required <input checked="" type="checkbox"/> Not Required   |
| <b>Source of Matching Funds</b>                   |  |

Required Documents Attached:     Completed Application     Rough Draft     Summary of Application

                    Hope Langston                      
 Project Initiator Signature

  Val Mertesdorf    
 Building Principal or District Administrator Signature

School Board Approval:    Yes    No    Date \_\_\_\_\_



*Northfield Public Schools  
Northfield, MN*

## **EXTENDED FIELD TRIP FORM**

Staff Member(s) Responsible (Name and phone): Elle Kingsley 507-581-2806

School and Program: Northfield High School Girls Soccer

Date of Requested Trip: Friday Aug 16- Sunday Aug 18

1. What group is taking this trip? NHS Girls soccer team (Varsity)
2. Estimated # of Students: 20                      # Adult Supervisors: 4
3. Destination: Duluth, MN
4. Date/Time of Departure: Friday Aug 16 at 7am
5. Date/Time of Return: Sunday Aug 18 at 12:30pm
6. State purpose and/or educational value of trip (attach information to form if needed).  
The NHS Girls varsity team will be participating in the Duluth East HS pre-season jamboree on 8/17. This is a series of scrimmages designed to prepare us for the upcoming season. We will be holding a training session on 8/16 as well as a number of team bonding activities throughout the weekend
7. Name the manner of travel and the carrier.  
Northfield Lines, Inc- coach bus
8. State housing arrangements (must include name, address and phone number of hotel).  
Hampton Inn Superior Duluth  
66 E 2nd St Superior, WI 54880  
Phone: 715-718-2723
9. List of coach, parent or guardian contact info.(Attach)  
Blake Kane (coach) 507-261-5870  
Elle Kingsley (coach) 507-581-2806

10. List participants (reminder to have participants complete parent/guardian permission form if applicable). (Attach)  
 The list of participants will not be determined until the season has commenced and tryouts are held. A full list of student athletes attending will be made available to the NHS Activities Office at least 24 hours prior to departing.
11. Indicate who will be in charge of supervising the trip (roles and responsibilities).  
 Blake Kane (coach/chaperone), Elle Kingsley (coach/chaperone),  
 Deborah Rasmussen (chaperone), Jessica Hubbers (chaperone)
12. State the safety precautions and procedures for emergencies while on the trip.  
 NHS students will be supervised continuously throughout the entire duration of the trip. We will follow our emergency action plan if there is an incident during competition. Outside of that, we have a ratio of approx 5:1 for chaperones to students. Each chaperone will have a working cell phone in their possession at all times. We will conduct nightly "lights out" checks at the hotel where only female chaperones will be asked to manage this.
11. Give budget costs, how the trip will be funded and estimated cost per student.  
 Cost for the entire trip including transportation, lodging, food and event entry is \$9,340.  
 This will be funded through fundraising efforts and a \$150 per student fee. Students who cannot afford will be covered with no one excluded due to economic circumstances
12. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.  
 None so far

\*\*\*\*\*

Signature of Staff Member Responsible:

Date field trip request was submitted to Principal:

Principal/Administrator Signature and Date:

*J. Mahood* 4/30/24

Approved:  Not Approved:

\*\*\*\*\*

Superintendent Signature and Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_

\*\*\*\*\*

School Board Review Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_

*District - Building Nurses, including St. Dominic's*

**NORTHFIELD PUBLIC SCHOOLS**

**POLICY COVERING WAGES, HOURS AND FRINGE BENEFITS**

**BUILDING NURSES**

July 1, 2024 through June 30, 2026

## **ARTICLE I EMPLOYMENT**

### **Section 1.01 – Introduction**

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the teacher Continuing Contract Law or the Veterans’ Preference Act, granting the employee employment rights.

### **Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the salary indicated in this contract.

In keeping with State Laws, the Northfield District shall provide health services to students of St. Dominic’s School. The following guidelines will be observed in the delivery of such services:

The individual assigned to the St. Dominic School Nurse position shall be considered an employee of the Northfield District and shall be under the supervision of the District’s licensed school nurse. The District nurse shall be responsible for administering the budget accounts associated with this position including supplies, travel and funds allocated for additional clerical services. The District nurse shall also be responsible for assuring that the services provided to students at St. Dominic’s School are similar to those provided to students in other schools of the District.

Recruiting, screening and selection of applicants for the St. Dominic School Nurse position shall be the responsibility of the School District. Selection shall be made by the Superintendent’s designee after receiving recommendations from the District school nurse and the Principal of St. Dominic’s School.

### **Section 1.03 - Duty Year**

For all buildings but the NCEC, the number of work days in a given year shall be the number of days students are in school plus five (5) additional days as scheduled by the District Nurse.

The NCEC building nurse will work year round.



The person employed to serve St. Dominic School shall be authorized to work the number of hours approved through the St. Dominic Student Report for Aides to Non-Public Students application. The work year shall correspond to those weeks that school is in session.

**Section 1.04 – Work Day**

The standard work day shall be 7.0 hours per day with the ability, at the discretion of the nurse, to work up to 8.0 hours per day.

The person employed to serve St. Dominic School shall be authorized to work the number hours approved through the St. Dominic Student Report for Aides to Non-Public Students application. The Director of Finance shall be responsible for determining the number of hours on an annual basis.

**ARTICLE II  
RATES OF PAY AND HOLIDAYS**

**Section 2.01 – Hourly Wages**

**2024-2025**

|        | <u>ADN/LPN</u> | <u>ADN/RN</u> | <u>BSN/RN</u> | <u>MSN/RN</u> |
|--------|----------------|---------------|---------------|---------------|
| Step 1 | \$32.61        | \$35.78       | \$36.86       | \$37.96       |
| Step 2 | \$33.70        | \$36.87       | \$37.98       | \$39.12       |
| Step 3 | \$35.75        | \$38.92       | \$40.09       | \$41.29       |
| Step 4 | \$37.13        | \$40.30       | \$41.50       | \$42.75       |

**2025-2026**

|        | <u>ADN/LPN</u> | <u>ADN/RN</u> | <u>BSN/RN</u> | <u>MSN/RN</u> |
|--------|----------------|---------------|---------------|---------------|
| Step 1 | \$34.43        | \$37.77       | \$38.91       | \$40.07       |
| Step 2 | \$35.58        | \$38.92       | \$40.09       | \$41.29       |
| Step 3 | \$37.74        | \$41.08       | \$42.32       | \$43.59       |
| Step 4 | \$39.20        | \$42.54       | \$43.81       | \$45.12       |

Step placement of entering employees shall be recommended by the Human Resources Office and approved by the Board of Education. Step changes shall take effect at the beginning of the fiscal year. In order for an employee to advance to a succeeding step on the schedule, she/he must have been employed by the district for more than half of the preceding work year.

**Section 2.02 - Holidays with Pay**

**Eligibility** - Employees who are regularly employed at least twenty (20) hours per week in a regular work week assignment for a minimum of 173 days.

**For all buildings except the NCEC** - Six per year - Memorial Day, Thanksgiving Day, New Year’s Day, Labor Day, Christmas Day and the Friday after Thanksgiving.

**For the NCEC building nurse** – ten per year – 4<sup>th</sup> of July, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day, Christmas Eve Day, Christmas Day, New Year Year’s Day, Martin Luther King, Jr. Day, Memorial Day, Juneteenth.

**Job Sharing:** For nurses that share one position, each nurse shall receive three paid holidays.

### **Section 2.03 - School Closing**

In the event that school (or schools) is closed due to an emergency, Nurses shall continue to receive compensation for up to a maximum of one (1) day per year. Subsequent days would become e-learning days and Nurses would have the choice to work remotely or in the building at their regular rate of pay. School days that begin late or end early due to an emergency shall not be counted towards this day, and Nurses shall receive compensation proportionate to their workday for late start or early release portions of their day.

**Job Sharing:** For nurses that share one position, each nurse shall receive one paid snow day.

## **ARTICLE III LEAVES**

**Eligibility** - Employees who are regularly employed at least twenty (20) hours per week in a regular work week assignment for a minimum of 173 days.

### **Section 3.01 - Sick Leave**

**For all buildings except NCEC** - Ten (10) days per year with pay shall be allowed whenever an employee’s absence is due to illness or injury of the employee, the employee’s dependent child, and/or for other individuals to the extent provided by Minnesota Law. Sick leave days are cumulative to 190 days.

**For the NCEC** - Twelve (12) days per year with pay shall be allowed whenever an employee’s absence is due to illness or injury of the employee, the employee’s dependent child, and/or for other individuals to the extent provided by Minnesota Law. Sick leave days are cumulative to 228 days.

**Job Sharing:** For nurses that share one position, each nurse shall receive five (5) day per year with pay based on the standard work hours per day of 7.0 hours.

An employee receiving compensation under the Worker’s Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker’s compensation payments and the employee’s regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee’s basic salary.

### **Section 3.02 - Personal Leave**

Building nurses may be granted a leave at the discretion of the school district of no more than five (5) days per year, noncumulative, and with no loss in pay, the days used to be deducted from unused sick leave, for situations that arise requiring the nurse's personal attention which cannot be attended to when school is not in session. No more than three (3) days can be used consecutively. Requests for personal leave must be made using the District's substitute/leave system at least three (3) days in advance, except for emergencies. No more than one building nurse can use personal leave on any given day.

**Job Sharing:** For nurses that share one position, each nurse shall receive two and a half (2.5) days per year, noncumulative, and with no loss in pay, the day to be deducted from unused sick leave.

### **Section 3.03 - Leaves of Absence Without Pay**

Nurses may apply for leaves of absence without pay at the recommendation of the building principal and approval by the Director of Human Resources.

### **Section 3.04 - Bereavement Leave**

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

**Job Sharing:** For nurses that share one position, each nurse shall receive five (5) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

Time off for bereavement shall be deducted from unused sick days.

### **Section 3.05 - School Conference and Activities Leave**

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District's substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

**Section 3.06 – Judicial Duty**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty.

**Section 3.07 - Vacation**

Nurses who work a year-round schedule will earn vacation leave as follows:

**Years of Service Completed:**

- 1-5 Years - 15 Days
- 6 + Years - 20 Days

**Section 3.08 - Child Care and Adoption Leave**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee’s that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

- A.** A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.
  
- B.** An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.
  
- C.** If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.
  
- D.** Sick leave under Section 3.02 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.
  
- E.** In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

- (1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.

**F.** Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.

**G.** An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

**H.** Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

**I.** Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

**J.** Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

## **ARTICLE IV INSURANCE**

### **Section 4.01 – Eligibility**

An employee must work 20 hours per week or more in order to be eligible for group insurance coverage.

**Job Sharing:** Nurses that share one position are not eligible for insurance benefits as outlined in this Article.

The employer will purchase the group insurance policies described in this section. The provisions of this section are merely descriptive of the coverage provided, and the eligibility of the nurses for benefits shall be governed by the terms of the master insurance contracts in force between the employer and the insurers providing such coverage.

### **Section 4.02 – District Obligation**

The employer's only obligation under the policies described in this section is to make the premium payments as provided in this policy document, and no claim shall be made against the employer in the event of a denial of insurance benefits by the insurance carrier. Upon separation of employment, all district contributions toward insurance benefits shall cease effective on the

last day of the month of the separation. The effective dates for changes in the employer contributions are January 1, each year.

#### **Section 4.03 - Health and Hospitalization Insurance**

The employer will contribute the same amount toward the monthly health insurance plan premium for single and family coverage as exists in the District's agreement for teachers with the Northfield Education Association if the employee wishes to enroll in the plan.

Employees who retire after age 59 or become disabled and who have been in the employ of the Northfield School District for at least ten (10) consecutive years, may buy the group health and hospitalization insurance at the school's group rate until the employee is eligible for Medicare. Participation beyond that shall be in accordance with applicable laws and regulations. The retired or disabled employee will pay the premium for such coverage to the school district

Once a retired employee becomes eligible for Medicare the retired employee's coverage will convert to a Medicare supplement policy. Such policy (when combined with Medicare) will at a minimum be equivalent coverage to the group health and hospitalization plan offered to active employees and retired employees who are not eligible for Medicare.

In the event a retired employee and his or her dependent(s) become eligible for Medicare at different times, the individual insured will be converted to the Medicare supplement policy upon becoming eligible. At such time as there is only one other insured remaining on the family group health plan, he/she will be converted to a single policy under the group health plan until they become eligible for Medicare. If dependent children are covered under the group health plan they will be eligible to continue coverage until such time that the last parent covered on the group health plan becomes eligible for Medicare.

When the retiree becomes eligible for Medicare, the retiree must be in compliance with M.S. 471.611

#### **Section 4.04 - Dental Insurance**

The employer will contribute the same amount toward the monthly dental insurance plan premium for single and family coverage as exists in the District's agreement for teachers with the Northfield Education Association if the employee wishes to enroll in the plan.

#### **Section 4.05 - Life Insurance**

The employer will provide group term life insurance coverage for each building nurse in the amount of \$35,000. The employee may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

**Section 4.06 - Income Protection**

The employer will pay the full premium for coverage under the district's long-term disability insurance plan. There shall be a 60-day waiting period before disability income protection goes into effect.

**ARTICLE V  
LONGEVITY**

**Section 5.01 - Longevity**

The stipulated longevity amounts are to be paid in addition to the basic salary schedule. Longevity increments begin July 1 each year. All longevity pay will be based on the latest hiring date in cases of broken service.

Completed years of Service

|             |             |
|-------------|-------------|
| 6 – 9 years | \$2.00/hour |
| 10-14 years | \$2.50/hour |
| 15-19 years | \$3.00/hour |
| 20+ years   | \$3.50/hour |

**ARTICLE VI  
RETIREMENT**

**Section 6.01 - 403b Matching Plan**

Each year by October 1, employees who wish to participate in the plan shall be responsible to complete and file a salary deduction authorization for their annual contribution to a matching 403(b) plan. The School District will match an employee's contribution to a 403 (b) plan up to \$1,000 per school year. During a year in which the employee makes no contribution, the District shall likewise make no contribution to that employee account. Maximum lifetime district contribution will be \$35,000.

INDEPENDENT SCHOOL DISTRICT 659  
NORTHFIELD, MINNESOTA  
PERSONNEL POLICIES AND PRACTICES

Community Education and Other Coordinators

JULY 1, 2024 THROUGH JUNE 30, 2026



ARTICLE I  
EMPLOYMENT

**Section 1.01 – Introduction**

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**Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

**Section 1.03 - Duty Year**

The duty year shall be as listed in Appendices A and B. The employee shall perform services on those legal holidays on which the School Board so determines.

ARTICLE II  
SALARIES

**Section 2.01 - Compensation**

The annual salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it will seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

**Section 2.02 – Other Compensation**

Individuals having completed an advanced degree shall receive a stipend as outlined in this section. If the advanced degree is earned after the beginning of the contract period, the amount of the stipend outlined below shall be prorated to the number of months remaining in the contract year after receiving the advanced degree. The employee is required to provide official transcripts

to the District outlining completion of their advanced degree. Proration begins from the date the transcripts are received.

Masters Degree \$1,500.00 per year (prorated as outlined above if earned after the beginning of the contract year).

**Section 2.03 – Experience Credit**

Individuals employed before January 1st, who are still employed by the District on June 30<sup>th</sup>, shall for the purposes of salary increases be given credit for (1) year of experience.

**Section 2.04 - Holidays**

Employees who work 20 hours or more per week with a duty year of 50 or more weeks shall be entitled to the following ten (10) paid holidays: Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve Day, Christmas Day, New Year’s Day, Martin Luther King, Jr. Day, Memorial Day, and Juneteenth. If the approved school calendar precludes the use of any of these days as holidays, an alternate day(s) shall be determined by the immediate supervisor.

ARTICLE III  
VACATION/LEAVES

**Section 3.01 - Vacation**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for vacation.

Vacations for employees working 50 or more weeks per year shall be as follows:

| <u>Year of Service in District</u> | <u>Number of Vacation Days</u> |
|------------------------------------|--------------------------------|
| 1 - 5 Years                        | 15                             |
| After 5 years                      | 20                             |

Part-time employees working between 20 hours and 40 hours per week will receive pro rata vacation. Vacation shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, vacation is considered earned on a monthly basis. Individuals hired after July 1<sup>st</sup> will receive pro rata vacation provided the employee has been assigned to a position which normally consists of 50 or more weeks per year.

Unused vacation must be taken within one year following the contract year in which it was earned. Vacation use will be as scheduled with and approved by their immediate supervisor. There shall be no payment for unused, earned vacation balances upon termination or separation of employment, for any reason, with the School District.

Employees working fewer than 50 weeks per year shall not receive vacation.

### **Section 3.02 - Sick Leave**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave benefits.

Employees shall receive sick leave at the rates listed below to a maximum accumulation of 228 days:

|   |              |
|---|--------------|
| Employees working a duty year of less than 50 weeks | 10 days/year |
| Employees working a duty year of 50 weeks or more   | 12 days/year |

Sick leave shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position. Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee, or the employee's dependent child, or another individual as allowed by Minnesota law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification. If certification is required for an absence of fewer than six (6) days, the District will designate the physician and pay his/her fee. Charges for certification of absences greater than five (5) consecutive working days will be the responsibility of the District unless the employee requires examination by a specified physician, in which instance the employee will assume the cost of the examination.

An employee receiving compensation under the Worker's Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker's compensation payments and the employee's regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee's basic salary.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

### **Section 3.03 – Disaster Leave**

The Employer will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

**Section 3.04 – Bereavement Leave**

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

**Section 3.05 - Personal Business**

The employee shall be allowed five (5) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the immediate supervisor. A deduction of these days will be made from sick leave. No more than three (3) days of personal leave can be used consecutively.

**Section 3.06 - Leave of Absence Without Pay**

The employee may apply for a leave of absence without pay in the event of personal extenuating circumstances. The employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave, subject to the requirements of applicable law.

**Section 3.07 - Child Care Leave and Adoption Leave**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee's that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

- A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.
  
- B. An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.
  
- C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.
  
- D. Sick leave under Section 3.02 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement

of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

(1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.

F. Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.

G. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

H. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

I. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

J. Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

### **Section 3.08 – Religious Observance Leave**

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

### **Section 3.09 – Judicial Duty**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty.

**Section 3.10 – Superintendent’s Discretionary Leave**

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

**Section 3.11 – School Conference and Activities Leave**

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District’s substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

ARTICLE IV  
INSURANCE

**Section 4.01– Insurance Eligibility**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.

**Section 4.02 – District Obligation**

The District’s only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

**Section 4.03 - Health and Hospitalization**

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The effective date for employer contributions shall be January 1.

The school district will contribute the same amount toward the monthly premiums for single and family coverage as identified in the NEA Agreement.

**Section 4.04 - Dental Insurance**

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The effective date for employer contributions shall be January 1.

The school district will contribute the same amount toward the monthly premiums for single and family coverage as identified in the NEA Agreement.

**Section 4.05 - Life Insurance**

The School District shall provide, at District expense, a group term life insurance plan providing \$50,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

**Section 4.06 - Long-Term Disability Insurance**

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

**Section 4.07 - Liability Insurance**

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

**Section 4.08 - Duration of Insurance Contribution**

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

ARTICLE V  
OTHER BENEFITS

**Section 5.01 - Travel**

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

**Section 5.02 - Professional Improvement**

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for

attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

**Section 5.03 – Professional Membership Dues**

The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the district.

**Section 5.04 - Vandalism Reimbursement**

The School District shall reimburse the employee for vehicular vandalism, which occurs in the course of the employee performing his or her required duties, in an amount up to \$500 in a given year toward the unreimbursed insurance deductible amount on the vehicle.

**Section 5.05 - 403(b) Matching Plan**

The School District shall match employee payments up to \$2,000 per school year to a 403(b) plan for the full-time employee. Maximum lifetime district contribution will be \$35,000.

- a. The employee shall be eligible for a prorated school district contribution for any years that are less than full time.
- b. Such plan shall be approved and subject to applicable provisions of Minnesota Statutes and IRS Code Section 403(b) or IRS Code Section 457 and any amendments thereto.
- c. The school district contribution will be made to a District approved company of the employee's choice. It shall be the responsibility of the employee to make all arrangements required by the vendor to ensure that proper payment is made by the school district. The district shall make payment to the employee's selected company bi-monthly.

**Section 5.06 – Interim or Temporary Coordinators**

In the event an interim or temporary coordinator is appointed by the School Board, that individual shall not be eligible for the benefits outlined in Section 5.05 of this document. The individual shall receive pro-rated daily pay based on the corresponding position listed in Appendices A and/or B for the time of the interim or temporary appointment. The individual will be eligible for district contributions outlined in Sections 4.03 (Health,) 4.04 (Dental,) and 4.05 (Life) and 4.06 (LTD).



**APPENDIX A**

**SALARIES AND DUTY YEAR  
2024-25**

| <b>Position</b>                                    | <b>Duty Year</b> | <b>Annual Salary</b> |
|--|------------------|----------------------|
| Rec. Program Coordinator                           | 52 Weeks         | \$70,997             |
| Enrichment Coordinator                             | 52 Weeks         | \$70,997             |
| Student & Community Liaison<br>for Minority Issues | 198 days         | \$57,306             |
| Ventures Coordinator                               | 52 Weeks         | \$78,947             |
| Targeted Services Coordinator                      | 52 Weeks         | \$70,997             |
| Early Childhood Coordinator *                      | 50 Weeks         | \$76,217             |
| Community School Coordinator                       | 52 Weeks         | \$70,997             |

\* Position requires valid Minnesota Teaching Licensure.

**Steps for service – added to base salary:**

Step 1: \$0  
Step 2: \$900  
Step 3: \$2,000  
Step 4: \$3,500

**APPENDIX B**

**SALARIES AND DUTY YEAR  
2025-26**

| <b>Position</b>               | <b>Duty Year</b> | <b>Annual Salary</b> |
|-------------------------------|------------------|----------------------|
| Rec. Program Coordinator      | 52 Weeks         | \$75,136             |
| Enrichment Coordinator        | 52 weeks         | \$75,136             |
| Cultural Liaison              | 198 days         | \$60,647             |
| Ventures Coordinator          | 52 Weeks         | \$83,550             |
| Targeted Services Coordinator | 52 Weeks         | \$75,136             |
| Early Childhood Coordinator * | 50 Weeks         | \$80,660             |
| Community School Coordinator  | 52 Weeks         | \$75,136             |

\* Position requires valid Minnesota Teaching Licensure.

**Steps for service – added to base salary:**

Step 1: \$0  
Step 2: \$900  
Step 3: \$2,000  
Step 4: \$3,500

INDEPENDENT SCHOOL DISTRICT 659  
NORTHFIELD, MINNESOTA  
PERSONNEL POLICIES AND PRACTICES

Certified Occupational Therapy Assistants/Speech Language Assistant

JULY 1, 2024, THROUGH JUNE 30, 2026

ARTICLE I  
EMPLOYMENT

**Section 1.01 – Introduction**

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the Veterans’ Preference Act, granting the employee employment rights.

**Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

**Section 1.03 - Duty Year**

The duty year shall be as listed in Appendices A and B. The employee shall perform services on those legal holidays on which the School Board so determines.

ARTICLE II  
SALARIES

**Section 2.01 - Compensation**

The annual salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it may seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

**Section 2.02 – Experience Credit**

Individuals employed before January 1st, who are still employed by the District on June 30<sup>th</sup>, shall for the purposes of salary increases be given credit for (1) year of experience.

ARTICLE III  
LEAVES

**Section 3.01 - Sick Leave**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive sick leave at the rates listed below to a maximum accumulation of 228 days:

|   |              |
|---|--------------|
| Employees working a duty year of less than 50 weeks | 10 days/year |
| Employees working a duty year of 50 weeks or more   | 12 days/year |

Sick leave shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position. Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee or the employee's dependent child, or another individual as allowed by Minnesota Law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification.

An employee receiving compensation under the Worker's Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker's compensation payments and the employee's regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee's basic salary.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

### **Section 3.02 – Disaster Leave**

The Employer will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

### **Section 3.03 – Bereavement Leave**

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

### **Section 3.04 - Personal Leave**

The employee shall be allowed five (5) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the immediate supervisor. A deduction of these days will be made from sick leave. No more than 3 days of personal leave can be used consecutively.

### **Section 3.05 - Leave of Absence Without Pay**

The employee may apply for a leave of absence without pay in the event of personal extenuating circumstances. The employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave, subject to the requirements of applicable law.

### **Section 3.06 - Child Care Leave and Adoption Leave**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee's that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

- A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the

employee for an extended period of time.

B. An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.

C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.

D. Sick leave under Section 3.02 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

(1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.

F. Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.

G. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

H. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

I. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

J. Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

**Section 3.07 – Religious Observance Leave**

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

**Section 3.08 – Judicial Duty**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty.

**Section 3.09 – Superintendent’s Discretionary Leave**

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

**Section 3.10 – School Conference and Activities Leave**

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

One school day advance written notice shall be provided via the District’s substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

ARTICLE IV  
INSURANCE

**Section 4.01– Insurance Eligibility**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.



**Section 4.02 – District Obligation**

The District's only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

**Section 4.03 - Health and Hospitalization**

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single and family coverage. The effective date for employer contributions shall be January 1 each year.

The employer will contribute the same amount toward the monthly health insurance plan premium for single and family coverage as exists in the District's agreement for teachers with the Northfield Education Association if the employee wishes to enroll in the plan.

**Section 4.04 - Dental Insurance**

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single or family coverage. The effective date for employer contributions shall be January 1 each year.

The employer will contribute the same amount toward the monthly health insurance plan premium for single and family coverage as exists in the District's agreement for teachers with the Northfield Education Association if the employee wishes to enroll in the plan.

**Section 4.05 - Life Insurance**

The School District shall provide, at District expense, a group term life insurance plan providing \$35,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

**Section 4.06 - Long-Term Disability Insurance**

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

**Section 4.07 - Liability Insurance**

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

**Section 4.08 - Duration of Insurance Contribution**

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

ARTICLE V  
OTHER BENEFITS

**Section 5.01 - Travel**

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

**Section 5.02 - Professional Improvement**

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

**Section 5.03 - Professional Membership Dues**

The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the district.

**APPENDIX A**  
**SALARIES AND DUTY YEAR**  
2024-25

| <b>Position</b>           | <b>Duty Year</b> | <b>Salary</b> |
|---------------------------|------------------|---------------|
| Speech Language Assistant | Student Days     | \$30.47/hour  |

**APPENDIX B**  
**SALARIES AND DUTY YEAR**  
2025-26

| <b>Position</b>           | <b>Duty Year</b> | <b>Salary</b> |
|---------------------------|------------------|---------------|
| Speech Language Assistant | Student Days     | \$31.99/hour  |

INDEPENDENT SCHOOL DISTRICT 659  
NORTHFIELD, MINNESOTA  
PERSONNEL POLICIES AND PRACTICES

Coordinator of District Grounds, Coordinator of District Maintenance,  
District Electrician, Assistant Grounds Keeper, and District Delivery Driver

AGREEMENT EXTENDS FROM  
JULY 1, 2024, THROUGH JUNE 30, 2026

## **ARTICLE I EMPLOYMENT**

### **Section 1.01 – Introduction**

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the Veterans’ Preference Act, granting the employee employment rights.

### **Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

### **Section 1.03 - Duty Year**

The duty year shall be as listed in Appendices A and B. The employee shall perform services on those legal holidays on which the School Board so determines. The employee shall be on duty during any emergency, natural or unnatural, unless they are otherwise excused in accordance with School Board or administrative policy.

## **ARTICLE II SALARIES AND OTHER COMPENSATION**

### **Section 2.01 - Compensation**

The salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it will seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

**Section 2.02 – Experience Credit**

Individuals employed before January 1st, who are still employed by the District on June 30<sup>th</sup>, shall for the purposes of salary increases be given credit for (1) year of experience.

**Section 2.03 – License Stipends**

License stipends shall be as follows:

1<sup>st</sup> Class License: \$2,100 per year                      Chief License: \$2,775 per year

The District will allow paid professional meeting time for the employee to attend required license renewal classes. However, the District will not pay the class fee on behalf of the employee.

**Section 2.04 – Supplement for Indoor Swimming Pool Maintenance:**

Swimming Pool Maintenance                      \$500 per year

The District will allow paid professional meeting time for the employee to attend required certification renewal classes. However, the District will not pay the class fee on behalf of the employee.

**Section 2.05 – Commercial Driver’s License**

An employee who is required to hold a Commercial Drivers License shall receive a \$750 per year stipend. In the event the employee obtains the Commercial Drivers License after July 1 the stipend will be prorated for the remainder of that fiscal year.

**Section 2.06 – Holidays**

Employees who work 20 hours or more per week, with a duty year of 52 weeks, shall be entitled to the following ten (10) paid holidays: Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve Day, Christmas Day, New Year’s Day, Martin Luther King, Jr. Day, Memorial Day, and Juneteenth. If the approved school calendar precludes the use of any of these days as holidays, an alternate day(s) shall be determined by the immediate supervisor.

**Section 2.07 – Uniforms**

The annual allotment for uniforms for each employee will be up to five shirts of the employee’s choice and eligibility to receive \$400 taxable stipend each year for the purposes of purchasing pants, shoes, coat or other work clothing. School district uniforms must be worn at all times when school is open to the public or to students. Damaged uniforms may be replaced at the discretion of the school district upon request. It shall be the responsibility of the employee to launder his/her uniforms.

## **Section 2.08 – Hours of Work and Overtime Pay**

The basic work week shall consist of forty (40) hours. Working hours shall be determined by the school administration. Employees shall be paid on the basis of one and one-half (1.5) times the base hourly rate for work beyond the basic work week of forty (40) hours. If called back to work outside of the regular work schedule, there shall be a two (2) hour guaranteed minimum of time, and hours worked outside the regular work schedule for call back purposes shall be paid at 1.5 times the base hourly rate. Employees shall be paid on the basis of two (2) times the base hourly rate for work on Sundays or holidays.

No overtime shall be paid unless it has been specifically authorized by the Superintendent or his/her designee.

## **Section 2.09 - Travel**

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

## **Section 2.10 - Professional Improvement**

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

## **Section 2.11 – Professional Membership Dues**

The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the district.

## **Section 2.12 - Vandalism Reimbursement**

The School District shall reimburse the employee for vehicular vandalism, which occurs in the course of the employee performing his or her required duties, in an amount up to \$500 in a given year toward the unreimbursed insurance deductible amount on the vehicle.

**ARTICLE III  
VACATION/LEAVES**

**Section 3.01 – Vacation**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for vacation.

Vacations for employees working 52 or more weeks per year shall be as follows:

| Year of Service in<br><u>District</u> | Number of Vacation<br><u>Days</u> |
|---------------------------------------|-----------------------------------|
| 1 – 5                                 | 15                                |
| After 5 Years                         | 20                                |

Part-time employees will receive pro rata vacation. Vacation shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, vacation is considered earned on a monthly basis. Individuals hired after July 1<sup>st</sup> will receive pro rata vacation provided the employee has been assigned to a position which normally consists of 50 or more weeks per year.

Unused vacation must be taken within one year following the contract year in which it was earned. Vacation use will be scheduled with and approved by their immediate supervisor using the District's substitute/leave management system.

If an employee provides at least two (2) weeks advance notice prior to leaving employment with the district, he/she shall be entitled to receive payment for any unused, earned vacation days earned prior to separation.

Employees working fewer than 52 weeks per year shall not receive vacation.

**Section 3.02 - Sick Leave**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive sick leave at the rates listed below to a maximum accumulation of 228 days:

Employees working a duty year of 50 weeks or more                      12 days/year

Sick leave shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position.



Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee or the employee's dependent child, or another individual as allowed by Minnesota Law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification. If certification is required for an absence of fewer than six (6) days, the District will designate the physician and pay his/her fee. Charges for certification of absences greater than five (5) consecutive working days will be the responsibility of the District unless the employee requires examination by a specified physician, in which instance the employee will assume the cost of the examination.

An employee receiving compensation under the Worker's Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker's compensation payments and the employee's regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee's basic salary.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

### **Section 3.03 – Disaster Leave**

The Employer will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

### **Section 3.04 – Bereavement Leave:**

Employees may be allowed up to ten (10) days per year of leave with pay in case of death.

Bereavement leave may be used in the case of a death of family or friends. A deduction of these days will be made from sick leave.

### **Section 3.05 – Personal Leave**

The employee shall be allowed five (5) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the immediate supervisor using the District's substitute/leave management system. No more than three (3) days can be used on a consecutive basis except for emergency situations. The Director of Human Resources will approve any exceptions to this language. A deduction of these days will be made from sick leave.

### **Section 3.06 - Leave of Absence Without Pay**

The employee may apply for a leave of absence without pay in the event of personal extenuating circumstances. The employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave, subject to the requirements of applicable law.

### **Section 3.07 - Child Care Leave and Adoption Leave**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee's that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

- A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.
- B. An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.
- C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.
- D. Sick leave under Section 3.02 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

(1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.

F. Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.

G. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

H. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

I. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

J. Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

### **Section 3.08 – Religious Observance Leave**

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

### **Section 3.09 – Judicial Duty**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty. Advance notice to the Director of Buildings & Grounds is required to permit the scheduling of a substitute, if required. An employee is also required to notify the Director of Building & Grounds immediately upon being excused from judicial duty.

### **Section 3.10 – Superintendent’s Discretionary Leave**

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

### **Section 3.11 – School Conference and Activities Leave**

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District’s substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

## **ARTICLE IV INSURANCE**

### **Section 4.01– Insurance Eligibility**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.

### **Section 4.02 – District Obligation**

The District’s only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

### **Section 4.03 - Health and Hospitalization**

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single and family coverage. The effective date for employer contributions shall be January 1 of each year of this agreement.

The school district will contribute the same amount toward the monthly premiums for single and family coverage as identified in the NEA Agreement.

#### **Section 4.04 - Dental Insurance**

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single or family coverage. The effective date for employer contributions shall be January 1 of each year of this agreement.

The school district will contribute the same amount toward the monthly premiums for single and family coverage as identified in the NEA Agreement.

#### **Section 4.05 - Life Insurance**

The School District shall provide, at District expense, a group term life insurance plan providing \$100,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

#### **Section 4.06 - Long-Term Disability Insurance**

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

#### **Section 4.07 - Liability Insurance**

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

#### **Section 4.08 - Duration of Insurance Contribution**

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

**ARTICLE V  
LONGEVITY**

**Section 5.01 – Longevity**

| <u>Completed Years of Service</u>    | <u>2024-25</u> | <u>2025-26</u> |
|--------------------------------------|----------------|----------------|
| 5-9 years of employment inclusive    | \$1,000        | \$1,000        |
| 10-14 years of employment inclusive: | \$1,500        | \$1,500        |
| 15-19 years of employment inclusive: | \$2,000        | \$2,000        |
| 20 + years or more of employment:    | \$2,500        | \$2,500        |

**Section 5.02 – Longevity Pay Schedule**

The longevity amounts are on an annual basis and are to be paid in addition to the basic salary. Longevity increments will be divided equally over 24 pay periods during the fiscal year, beginning July 1 each year. All longevity pay will be based on the latest hiring date in cases of broken service.

**ARTICLE VI  
RETIREMENT**

**Section 6.01 – Retirement Insurance**

If the employee retires upon attaining age fifty-five (55) or thereafter and has at least ten (10) years experience in the School District, they may elect to be covered under the group health and hospitalization and dental plans provided by the School District as provided by law. The employee may continue participation in the District’s group term life insurance plan according to provisions of Section 4.05 at the employee’s own expense until the employee is eligible for Medicare. The District shall contribute toward the premium for health and hospitalization and dental coverage under the same conditions as if employed but not more than 80% of the health and hospitalization insurance premium, for three (3) years from the date of retirement.

Once a retired employee becomes eligible for Medicare the retired employee’s coverage will convert to a Medicare supplement policy. Such policy (when combined with Medicare) will at a minimum be equivalent coverage to the group health and hospitalization plan offered to active employees and retired employees who are not eligible for Medicare.

In the event a retired employee and his or her dependent(s) become eligible for Medicare at different times, the individual insured will be converted to the Medicare supplement policy upon becoming eligible. At such time as there is only one other insured remaining on the family group health plan, he/she will be converted to a single policy under the group health plan until they become eligible for Medicare. If dependent children are covered under the group health plan they will be eligible to continue coverage until such time that the last parent covered on the group health plan becomes eligible for Medicare.

Once the retired employee or their dependent(s) obtain Medicare eligibility, the District shall contribute up to \$400.00 toward the monthly premium of the Medicare supplement plan for the remainder of the contribution period as defined above.

When the retiree becomes eligible for Medicare, the retiree must be in compliance with M.S. 471.611.

**Section 6.02– 403(b) District Matching Plan**

Each year by October 1, employees who wish to participate in the plan shall be responsible to complete and file a salary deduction authorization for their annual contribution to a matching 403(b) plan. The School District will match an employee's contribution to a 403 (b) plan up to \$3,000 per school year. During a year in which the employee makes no contribution, the District shall likewise make no contribution to that employee account. Maximum lifetime district contribution will be \$35,000.

**APPENDIX A**

**SALARIES AND DUTY YEAR  
2024-25**

| <b>Position</b>                                  | <b>Duty Year</b> | <b>Salary</b> |
|--|------------------|---------------|
| Grounds Coordinator                              | 52 Weeks         | \$36.59/hour  |
| Maintenance Coordinator                          | 52 Weeks         | \$36.59/hour  |
| Master Electrician                               | 52 Weeks         | \$47.29/hour  |
| Journeyman Electrician                           | 52 Weeks         | \$38.79/hour  |
| Assistant Groundskeeper/Floating Substitute      | 52 Weeks         | \$31.07/hour  |
| District Delivery Driver/Assistant Groundskeeper | 52 Weeks         | \$22.80/hour  |

**APPENDIX B**

**SALARIES AND DUTY YEAR  
2025-26**

| <b>Position</b>                                  | <b>Duty Year</b> | <b>Salary</b> |
|--|------------------|---------------|
| Grounds Coordinator                              | 52 weeks         | \$38.89/hour  |
| Maintenance Coordinator                          | 52 weeks         | \$38.89/hour  |
| Master Electrician                               | 52 weeks         | \$50.26/hour  |
| Journeyman Electrician                           | 52 weeks         | \$41.23/hour  |
| Assistant Groundskeeper/Floating Substitute      | 52 weeks         | \$33.02/hour  |
| District Delivery Driver/Assistant Groundskeeper | 52 Weeks         | \$24.23/hour  |

Steps for Services

| <b>Step</b> | <b>Amount</b> |
|-------------|---------------|
| 1           | \$500         |
| 2           | \$1,000       |
| 3           | \$1,500       |
| 4           | \$2,000       |



*Head Custodians*

**NORTHFIELD PUBLIC SCHOOLS**

**POLICY DOCUMENT**

**COVERING**

**WAGES, WORKING CONDITIONS AND FRINGE BENEFITS**

**OF**

**BUILDING HEAD CUSTODIANS**

**Policy Extends from  
July 1, 2024, through June 30, 2026**

**ARTICLE I  
EMPLOYMENT**

**Section 1.01 – Introduction**

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the teacher Continuing Contract Law or the Veterans’ Preference Act, granting the employee employment rights.

**Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

**Section 1.03 – Policy**

This policy is in effect from July 1, 2024, through June 30, 2026. In the event a successor Policy is not approved prior to the expiration of this Policy, the head custodian shall be compensated according to his/her current rate until a successor Policy is approved by the Board of Education.

**ARTICLE II  
RATES OF PAY AND OTHER COMPENSATION**

**Section 2.01 - Base Hourly Rate**

|         | <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> | <u>6</u> |
|---------|----------|----------|----------|----------|----------|----------|
| 2024-25 | 29.73    | 30.21    | 30.72    | 31.22    | 31.74    | 32.26    |
| 2025-26 | 31.61    | 32.11    | 32.66    | 33.19    | 33.74    | 34.29    |

Step placement of new head custodians shall be recommended by the Superintendent or his/her designee and approved by the Board of Education.

Step changes shall take effect at the beginning of the fiscal year. In order for an employee to advance to a succeeding step on the schedule, he/she must have been employed by the district for more than half of the preceding work year.

**Section 2.02 - Building Responsibility Stipends**

|                                       | <u>2024-25</u>     | <u>2025-26</u>    |
|---------------------------------------|--------------------|-------------------|
| Northfield Community Education Center | \$3,500 per year   | \$3,500 per year  |
| Sibley Elementary School              | \$3,500 per year   | \$3,500 per year  |
| Bridgewater Elementary School         | \$3,500 per year   | \$3,500 per year  |
| Greenvale Park Elementary School      | \$3,500 per year   | \$3,500 per year  |
| Middle School-revised 5/8/2023        | \$8,500 per year   | \$8,500 per year  |
| High School-revised 5/8/2023          | \$13,5000 per year | \$13,500 per year |

**Section 2.03 - License Stipend**

|                   |                  |
|-------------------|------------------|
| 1st Class License | \$2,100 per year |
| Chief License     | \$2,775 per year |

The District will allow paid professional meeting time for the employee to attend required license renewal classes. However, the District will not pay the class fee on behalf of the employee.

**Section 2.04 - Supplement for Indoor Swimming Pool Maintenance:**

|                                   |                  |
|-----------------------------------|------------------|
| Swimming Pool Maintenance         | \$500 per year   |
| Primary Swimming Pool Maintenance | \$1,000 per year |

In order to qualify for this stipend, the employee must hold current pool and spa operator certification as required by the State of Minnesota.

The District will allow paid professional meeting time for the employee to attend required license renewal classes. However, the District will not pay the class fee on behalf of the employee.

**Section 2.05 - Uniforms:**

The annual allotment for uniforms for each head custodian will be up to five shirts of the custodian's choice. Head Custodians will receive \$400 taxable stipend each year for the purposes of purchasing pants, shoes, coat or other work clothing. School district uniforms must be worn at all times when school is open to the public or to students. Damaged uniforms may be replaced at the discretion of the school district upon request. It shall be the responsibility of the head custodian to launder his/her uniforms.

**HOURS OF WORK, BUILDING CHECKS, AND OVERTIME PAY**

**Section 2.06 - Work Week/Duty Year/Weekend and Holiday Building Checks:**

Work Week: The basic work week shall consist of forty (40) hours. The regular work week shall be five (5) consecutive days - Monday through Friday, except in emergency circumstances or as mutually agreed between the employer and employee. Working hours shall be determined by the school administration.

Duty Year: The duty year for head custodians shall be fifty-two (52) weeks as provided herein, and the head custodians shall perform services on those legal holidays on which the School Board so determines. They shall be on duty during any emergency, natural or unnatural, unless they are otherwise excused in accordance with School Board or administrative policy.

**Weekend and Holiday Building Checks:** The head custodians will be responsible for the weekend and holiday building checks. These checks will be done throughout the calendar year, one each Saturday, one each Sunday, and one each holiday. In the event that the head custodian cannot make his/her scheduled check, he/she will be responsible for arrangements with another qualified school employee to perform the required check. Compensation shall be made at the rate of time and one-half times the base hourly rate on Saturdays and at the rate of time and two times the base hourly rate on Sundays and holidays for the approximate amounts of time listed below. Compensation will be from the time the head custodian punches in at the first building until the time he/she punches out at the last building checked.

|                                |            |
|--------------------------------|------------|
| Northfield Community Education |            |
| Center                         | 30 minutes |
| Longfellow                     | 30 minutes |
| Elementary Buildings:          | 30 minutes |
| Middle School, including pool: | 60 minutes |
| High School:                   | 60 minutes |

Repairs will be made during building checks only if there is an immediate need and they cannot be delayed until the regular work day. Compensation for time spent on repairs that is beyond the time allotted for the routine building check shall be in accordance with provisions for overtime in Section 4 2.07.

**Section 2.07 - Overtime:**

Head custodians shall be paid on the basis of one and one-half (1.5) times the base hourly rate for work beyond the basic work week of forty (40) hours. If called back to work outside of the regular working schedule and routine building checks, there shall be a two-hour guaranteed minimum of time. Head custodians shall be paid on the basis of two (2) times the base hourly rate for work on Sundays provided the work is beyond the normal 40-hour work week.

No overtime shall be paid unless it has been specifically authorized by the Director of Buildings & Grounds or his/her designee.

**Section 2.08 - Holidays:**

Head custodians shall be granted the following paid holidays:

|                               |                             |
|-------------------------------|-----------------------------|
| Independence Day              | Christmas Day               |
| Labor Day                     | New Year's Day              |
| Thanksgiving Day              | Martin Luther King, Jr. Day |
| Friday following Thanksgiving | Memorial Day                |
| Christmas Eve Day             | Juneteenth                  |

In those school years where Martin Luther King, Jr. Day and/or Juneteenth are not designated as holidays by the Board of Education in the approved school calendar, one day each may be taken in lieu of Martin Luther King, Jr. Day and/or Juneteenth subject to approval by the Director of Buildings & Grounds.

**Section 2.09 - Professional Development:**

Professional development activities such as workshops, classes, and training sessions may be provided on a group or individual basis within budget allocations at the discretion of the Director of Building and Grounds.

**ARTICLE III  
LEAVES**

**Section 3.01 – Vacations:**

Head custodians will be granted the following vacation days with pay:

|                              |         |
|------------------------------|---------|
| 1 through 5 years of service | 15 days |
| After 5 years of service     | 20 days |

Requests for vacation shall be submitted to the Director of Buildings & Grounds using the District’s substitute leave system at least three days in advance except in the case of emergency circumstances. Vacation may not be taken before it is earned unless otherwise approved by the Director of Human Resources.

Vacation days will be lost unless they are taken within twelve (12) months after the year in which they were earned. Vacation benefits shall not accrue during any period of absence that extends beyond one calendar month for reasons other than vacation or military leave.

**Section 3.02 - Sick Leave:**

Head custodians shall earn sick leave at the rate of one (1) day for each month of service in the employ of the school district.

Unused sick leave days may accumulate to a maximum of two hundred twenty-eight (228) days. Accumulated leave days shall be based on the current percentage of the day worked.

Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee or the employee's dependent child, or another individual as allowed by Minnesota Law which prevented the employee's attendance at work on that day or days.

An employee receiving compensation under the Worker’s Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker’s compensation payments and the employee’s regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee’s basic salary.

Sick leave will no longer be used when the head custodian qualifies for income protection insurance.

The school district may require an employee to furnish a medical statement from a qualified physician as evidence of illness in order to qualify for sick leave pay. Final determination as to the eligibility of an employee for sick leave pay is reserved to the employer.

**Bereavement Leave:** Employees may be allowed up to a total of ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family members or friends.

Time off for bereavement shall be deducted from unused sick days.

**Section 3.03 - Child Care and Adoption Leave:**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee's that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

- A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.
- B. An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.
- C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.
- D. Sick leave under Section 3.02 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.
- E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:
  - (1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.
- F. Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.
- G. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

H. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

I. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

J. Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

#### **Section 3.04 - School Conference and Activities Leave:**

In accordance with the provisions of MS.181.9412, the District will provide each custodian with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District's substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the head custodian's sick leave allowance. In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

#### **Section 3.05 - Personal Leave:**

Head custodians may be granted a leave at the discretion of the school district of no more than five (5) days per year, noncumulative, and with no loss in pay, the days used to be deducted from unused sick leave. No more than three (3) days can be used consecutively.

Requests for personal leave must be made to the District's substitute/leave system at least three (3) days in advance, except for emergencies.

#### **Section 3.06 - Health Leave:**

A leave of absence without pay for reason of personal health for periods not to exceed one year, subject to renewal, may be granted by the Board of Education upon presentation of evidence of need and upon exhaustion of the employee's sick leave.

#### **Section 3.07 - Judicial Duty:**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty. Advance notice to the Director of Buildings & Grounds is required to permit the scheduling of a substitute, if required. An employee is also required to notify the Director of Building & Grounds immediately upon being excused from judicial duty.

**ARTICLE IV  
GROUP INSURANCE**

**Section 4.01 - Eligibility:**

Employees regularly scheduled to work 20 hours per week or more shall be eligible for group insurance contained in this Article.

**Section 4.02 - Health and Hospitalization Insurance:**

Eligible employees and their spouse and dependent children may participate in the district health and hospitalization insurance plan. The school district will contribute toward the premium as listed below. The selection of the insurance carrier and policy shall be made by the school district as provided by law. The amounts below will be prorated for employees who work less than full time. The effective date for new fiscal year employer contributions shall be January 1 of each year of this agreement.

The school district will contribute the same amount toward the monthly premiums for single and family coverage as identified in the NEA Agreement.

An employee who has at least ten (10) years of employment with Northfield Public Schools and retires upon attaining the age of fifty-five (55) or thereafter may elect to continue coverage under the group health and hospitalization insurance plan until eligible for Medicare or a period provided by applicable laws. The employee shall be responsible to pay the full premium amount with the following exception. The School District shall contribute toward the premium under the same conditions as an employed head custodian, but not more than 80% of the premium amount, three (3) years.

Once a retired employee becomes eligible for Medicare the retired employee's coverage will convert to a Medicare supplement policy. Such policy (when combined with Medicare) will at a minimum be equivalent coverage to the group health and hospitalization plan offered to active employees and retired employees who are not eligible for Medicare.

In the event a retired employee and his or her dependent(s) become eligible for Medicare at different times, the individual insured will be converted to the Medicare supplement policy upon becoming eligible. At such time as there is only one other insured remaining on the family group health plan, he/she will be converted to a single policy under the group health plan until they become eligible for Medicare. If dependent children are covered under the group health plan they will be eligible to continue coverage until such time that the last parent covered on the group health plan becomes eligible for Medicare.

Once the retired employee or their dependent(s) obtain Medicare eligibility, the District shall contribute up to \$400.00 toward the monthly premium of the Medicare supplement plan for the remainder of the contribution period as defined above.

When the retiree becomes eligible for Medicare, the retiree must be in compliance with M.S. 471.611.

**Section 4.03 - Income Protection Insurance:**

Income protection insurance shall be provided each eligible employee. The premium will be paid by the school district. There shall be a 60-day waiting period before the disability income protection goes into effect. The plan will pay 2/3 of the employee's base salary at the time of disability. Such disability payment will be coordinated with social security, PERA, or any other public retirement plans that may provide the same type of coverage.



**Section 4.04 - Life Insurance:**

The employer will provide group term life insurance coverage for each head custodian in the amount of \$100,000. The employee may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

**Section 4.05 - Dental Insurance:**

The rate of school district payment for coverage for eligible employees shall be as follows. The effective date for new fiscal year employer contributions shall be January 1 of each year of this agreement.

The school district will contribute the same amount toward the monthly premiums for single and family coverage as identified in the NEA Agreement.

**Section 4.06 - Claims Against the School District:**

It is understood that the school district’s only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

**Section 4.07 - Duration of Insurance Contribution:**

Upon discontinuance of employment, all district participation and contribution shall cease effective on the last working day. However, employees may be continued in the group for a period following termination determined by the insurance carrier and applicable laws if the employee pays the entire premium amount.

**ARTICLE V  
LONGEVITY**

**Section 5.01 - Longevity Pay:**

Longevity pay will be paid on the basis of the following schedule:

|  | <u>2024-25</u> | <u>2025-26</u> |
|--|----------------|----------------|
| After completion of 6 years of employment: | \$650          | \$650          |
| 7-12 years of employment inclusive:        | \$850          | \$850          |
| 13-19 years of employment inclusive:       | \$1,000        | \$1,000        |
| 20 years or more of employment:            | \$1,200        | \$1,200        |

**Section 5.02 – Longevity Pay Schedule:**

The longevity amounts are on an annual basis and are to be paid in addition to the basic salary. Longevity increments will be divided equally over 24 pay periods during the fiscal year, beginning July 1 each year. All longevity pay will be based on the latest hiring date in cases of broken service.

**ARTICLE VI  
RETIREMENT**

**Section 6.01 – 403(b) Matching Plan:**

Each year by October 1, eligible employees who wish to participate in the plan shall be responsible to complete and file a salary deduction authorization for their annual contribution to a matching 403(b) plan. The School District will match an employee’s contribution to a 403(b) plan up to \$3,000 per school year. During a year in which the employee makes no contribution, the District shall likewise make no contribution to that employee account. The lifetime District contribution shall be capped at \$35,000.

**ARTICLE VII  
VACANCIES**

In the event of a head custodian job opening, the job shall be announced on the District job posting for a period of five (5) working days. The Board of Education shall have the right to select and assign all head custodians within the system.

**ARTICLE VIII  
RESIGNATIONS**

Employees electing to resign shall be required to give the employer at least two (2) weeks notice and shall continue at work during this two-week period with the understanding that the employee may leave sooner if a suitable replacement is obtained. If an employee provides at least two (2) weeks advance notice prior to leaving employment with the district, he/she shall be entitled to receive payment for any unused vacation days earned prior to separation.

**ARTICLE IX  
GRIEVANCE PROCEDURE**

**Section 9.01 - Definitions:**

**Grievance:** A grievance under this procedure is a claim by a covered employee that there has been a violation, misinterpretation or misapplication of any term or terms of any covered employee contract required under Minnesota Statutes or any attachment hereto.

**Days:** “Days” mean calendar days excluding Saturday, Sunday or legal holidays as defined by Minnesota Statutes.

**Service:** “Service” means personal service or by certified mail.

**Reduced to Writing:** “Reduced to Writing” means a concise statement outlining the nature of the grievance, the provision(s) of the contract in dispute, and the relief requested.

**Answer:** “Answer” means a concise response outlining the School Board’s position on the grievance.

**Section 9.02 - Level I:**

Whenever a covered employee has a grievance, he/she shall meet on an informal basis with his/her immediate supervisor in an attempt to resolve the grievance within twenty (20) days after the grievance occurred or twenty (20) days after the employee, through the use of reasonable diligence, should have had

knowledge of the occurrence that gave rise to the grievance. If the grievance is not resolved within fifteen (15) days of the first informal meeting, the grievance may be reduced to writing by the employee and served upon the Superintendent or his/her designee. Service must be made within fifteen (15) days of the last informal meeting.

The Superintendent or his/her designee shall, within five (5) days of receipt of the written grievance, serve his/her answer upon the employee.

**Section 9.03 - Level II:**

If the grievance is not satisfactorily resolved at Level I, it may be appealed to Level II by serving a notice of appeal on the Superintendent or his/her designee within five (5) days after receipt of the written disposition of the grievance at Level I. The Superintendent or designee shall meet with the grievant within seven (7) days after receipt of the written appeal from Level I or a grievance initiated at Level II. The parties shall endeavor to mutually resolve the grievance. If a resolution to the grievance results, the terms of the resolution shall be written on or attached to the grievance and shall be signed by all parties. If no agreement is reached within ten (10) days of the first Level II meeting, the grievant may elect to appeal the grievance to Level III by serving a proper notification on the Clerk of the School Board. The notification shall contain a concise statement indicating the intention of the party to proceed with the grievance, an outline of the grievance, the provision(s) of the contract in dispute, and the relief requested.

**Section 9.04 - Level III:**

The School Board shall meet with the employee within twenty (20) days after receiving notice of intention to proceed with the grievance pursuant to Level II. If resolution of the grievance results, the parties shall reduce the resolution to writing and sign it. If the parties are unable to reach agreement within ten (10) days after the first Level III meeting, either party may request arbitration by serving a written notice on the other party of their intention to proceed with arbitration.

**Section 9.05 - Level IV:**

The parties shall endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If no agreement is reached, either party may request the Bureau of Mediation Services to appoint an arbitrator pursuant to PELRA, a list of arbitrators selected by the Commissioner, providing such request is made within twenty days after request for arbitration. Upon receipt of a list of arbitrators, the parties shall alternately strike names from the list until only one (1) name remains. If the parties are unable to agree on who shall strike the first name, the question shall be decided by a flip of a coin.

Upon appointment of the arbitrator, the employee shall, within five (5) days after the notice of appointment, forward to the arbitrator, with a copy to the School Board, the substance of the grievance which shall include the following:

1. The issue involved.
2. Statement of the facts.
3. Position of the grievant.
4. The written documents developed in the first three levels of the grievance procedure.

The School Board is to make a similar submission of information; it shall also be done within five (5) days after the notice of appointment of the arbitrator, with copies to the covered employee.

The Board and the employee shall not be permitted to assert in such arbitration procedure any grievance or to rely on any evidence not previously disclosed to either party prior to five (5) days of the arbitration hearing.

The arbitrator shall not have the power to add, to subtract from, or to modify in any way the terms of the existing contract.

The decision of the arbitrator shall be final and binding on all parties to the dispute unless the decision violates any provision of the laws of Minnesota or rules or regulations promulgated thereunder, or municipal charters or ordinances or resolutions enacted pursuant thereto, or which causes a penalty to be incurred thereunder. The decision shall be issued to the parties by the arbitrator, and a copy shall be filed with the Bureau of Mediation Services, State of Minnesota.

Each party shall bear its own expenses in connection with arbitration including expenses relating to the parties' representatives, witnesses, and any other expenses that the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees of the arbitrator, but the cost of the transcript or recording will be paid by the party requesting the same (or shared mutually if agreeable) and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration.

#### **Section 9.06 – Processing of Grievances:**

Processing of all grievances shall occur after the close of the employees' workday whenever possible. If this is not possible, employees shall not lose wages during their necessary participation in the grievance proceeding.

The parties, by mutual agreement, may waive any step and/or extend any time limits in the grievance procedure. Provided, however, that failure to adhere to the time limits shall result in a forfeit of the grievance or, in the case of the School Board or its designees, shall require mandatory alleviation of the grievance as outlined in the last statement by the grievant.

The provisions of this grievance procedure shall be severable, and if any provision or paragraph thereof or application of any such provision or paragraph under any circumstance is held invalid, it shall not affect any other provision or paragraph of this grievance procedure or the application of any provision or paragraph thereof under different circumstances.

#### **Section 9.07 –No Reprisals:**

No reprisals of any kind shall be taken by the School Board or the school administration against any employee because of his/her participation in this grievance procedure.

#### **Section 9.07 - Election of Remedies and Waiver:**

A party instituting any action, proceeding or complaint in a federal or state court of law, or before an administrative tribunal, federal agency, state agency, or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Policy, shall immediately thereupon waive any and all rights to pursue a grievance under this Article. Upon instituting a proceeding in another forum as outlined herein, the employee shall waive his/her right to initiate a grievance pursuant to this Article or, if the grievance is pending in the grievance procedure, the right to pursue it further. This shall not apply to actions to compel arbitration as provided in this Policy or to enforce the award of an arbitrator.

INDEPENDENT SCHOOL DISTRICT 659  
NORTHFIELD, MINNESOTA  
PERSONNEL POLICIES AND PRACTICES

Educational Interpreters for Deaf and Hard of Hearing

JULY 1, 2024, THROUGH JUNE 30, 2026

ARTICLE I  
EMPLOYMENT

**Section 1.01 – Introduction**

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the Veterans’ Preference Act, granting the employee employment rights.

**Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

**Section 1.03 - Duty Year**

The work year shall include days on which the student being served is in attendance at school plus additional days if needed as scheduled by the supervisor.

**Section 1.04 – Work Day**

The Director of Special Education or other designated supervisor shall establish the work schedule based on student needs and the demands of the job. The interpreter shall not work during hours that the student(s) is/are not in attendance at school, except as approved, and shall receive pay only for hours worked.

ARTICLE II  
SALARIES

**Section 2.01 - Compensation**

The annual salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it may seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

**Section 2.02 – Experience Credit**

Individuals employed before January 1st, who are still employed by the District on June 30<sup>th</sup>, shall for the purposes of salary increases be given credit for (1) year of experience.

**Section 2.03: Holidays with Pay**

Employees working 20 hours or more per week will be entitled to six (6) paid holidays: Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day, News Year's Day, and Memorial Day.

**Section 2.04: Compensation Levels**

Level A: Interprets using sign language but does not meet requirements of Levels B or C.

Level B: Graduate of an approved interpreter training program or a bachelors degree in a related field but not certified by the agencies defined in Level C.

Level C: Graduate of an approved interpreter training program and certified by the National Registry of Interpreters for the Deaf, or National Association of the Deaf, or master's degree in one of the three following areas: Deaf Education, Rehabilitation for the Deaf and Hard of Hearing or Linguistics of American Sign Language.

ARTICLE III  
LEAVES

**Section 3.01 - Sick Leave**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive 10 days of sick leave (prorated) to a maximum accumulation of 178 days.

Sick leave shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position. Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee or the employee's dependent child, or another individual as allowed by Minnesota Law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification.

An employee receiving compensation under the Worker's Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker's compensation payments and the employee's regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee's basic salary

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

### **Section 3.02 – Bereavement Leave**

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

### **Section 3.03 - Personal Leave**

The employee shall be allowed up to five (5) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the immediate supervisor. A deduction of these days will be made from sick leave. No more than three (3) days of personal leave can be used consecutively. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

### **Section 3.04 – Religious Observance Leave**

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.



### **Section 3.05 – Judicial Duty**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty.

### **Section 3.06 – Superintendent’s Discretionary Leave**

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

### **Section 3.07 – School Conference and Activities Leave**

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

One school day advance written notice shall be provided via the District’s substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

### **Section 3.08 – Child Care and Adoption Leave**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee’s that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

- A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.

B. An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.

C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.

D. Sick leave under Section 3.01 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

(1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.

F. Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.

G. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

H. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

I. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

J. Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

ARTICLE IV  
INSURANCE

**Section 4.01– Insurance Eligibility**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.

**Section 4.02 – District Obligation**

The District's only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

**Section 4.03 - Health and Hospitalization**

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single and family coverage. The effective date for employer contributions shall be January 1 of each year.

The employer will contribute the same amount toward the monthly health insurance plan premium for single and family coverage as exists in the District's agreement for teachers with the Northfield Education Association if the employee wishes to enroll in the plan.

**Section 4.04 - Dental Insurance**

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single or family coverage. The effective date for employer contributions shall be September 1 of each year.

The employer will contribute the same amount toward the monthly health insurance plan premium for single and family coverage as exists in the District's agreement for teachers with the Northfield Education Association if the employee wishes to enroll in the plan.

**Section 4.05 - Life Insurance**

The School District shall provide, at District expense, a group term life insurance plan providing \$35,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

**Section 4.06 - Long-Term Disability Insurance**

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

**Section 4.07 - Liability Insurance**

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

**Section 4.08 - Duration of Insurance Contribution**

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

ARTICLE V  
OTHER BENEFITS

**Section 5.01 - Travel**

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

**Section 5.02 - Professional Improvement**

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

**Section 5.03 - Professional Membership Dues**

The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the district.

**Section 5.04: 403(b) Plan Matching**

Employees working 20 hours or more per week shall be eligible for a matching contribution to a 403(b) plan.

Each year by October 1, eligible employees who wish to participate in the plan shall be responsible to complete and file a salary deduction authorization for their annual contribution to a matching 403(b) tax deferred plan. The School District will match an employee's contribution to a 403 (b) plan up to \$300.00 per school year. During a year in which the employee makes no contribution, the District shall likewise make no contribution to that employee account. Maximum lifetime District contribution shall be \$35,000.

**APPENDIX A**  
**SALARIES AND DUTY YEAR**  
 2024-25

| <b>Level</b> | <b>Duty Year</b> | <b>Hourly Rate</b> |
|--------------|------------------|--------------------|
| Level A      | Student Days     | \$23.75            |
| Level B      | Student Days     | \$26.45            |
| Level C      | Student Days     | \$29.23            |

**APPENDIX B**  
**SALARIES AND DUTY YEAR**  
 2025-26

| <b>Level</b> | <b>Duty Year</b> | <b>Hourly Rate</b> |
|--------------|------------------|--------------------|
| Level A      | Student Days     | \$24.94            |
| Level B      | Student Days     | \$27.77            |
| Level C      | Student Days     | \$30.69            |

\* Educational Interpreters for Deaf and Hard of Hearing compensation level descriptions can be found in Section 2.04 of this document.

**INDEPENDENT SCHOOL DISTRICT 659  
NORTHFIELD, MINNESOTA**

**PERSONNEL POLICIES AND PRACTICES**

NON-UNION ADMINISTRATORS  
JULY 1, 2024 THROUGH JUNE 30, 2026

## **ARTICLE I EMPLOYMENT**

### **Section 1.01 – Introduction**

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the teacher Continuing Contract Law or the Veterans’ Preference Act, granting the employee employment rights.

### **Section 1.02 – Basic Services**

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

### **Section 1.03 - Duty Year**

The duty year shall be as listed in Appendices A and B. The employee shall perform services on those legal holidays on which the School Board so determines. He/she shall be on duty during any emergency, natural or unnatural, unless he/she is otherwise excused in accordance with School Board-administrative policy.

## **ARTICLE II SALARIES**

### **Section 2.01 - Compensation**

While the District reserves the right to set salaries, it will seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

### **Section 2.02 – Experience Credit**

Individuals employed before January 1st, who are still employed by the District on June 30<sup>th</sup>, shall for the purposes of salary increases be given credit for (1) year of experience.



**Section 2.03 - Holidays**

Employees working at least 20 hours or more per week shall be entitled to the following ten (10) paid holidays: Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Day, Martin Luther King, Jr. Day, Memorial Day, and Juneteenth. If the approved school calendar precludes the use of any of these days as holidays, an alternate day(s) shall be determined by the Superintendent.

**Section 2.04 – Other Compensation**

Individuals having completed an advanced degree shall receive a stipend as outlined in this section. If the advanced degree is earned after the beginning of the contract period, the amount of the stipend outlined below shall be prorated to the number of months remaining in the contract year after receiving the advanced degree.

Doctorate Degree - \$5,000 per year (prorated as provided above if earned after the beginning of the contract year).

**ARTICLE III  
LEAVES**

**Section 3.01 - Vacation**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for vacation.

Vacations for employees working 52 weeks per year shall be twenty-five (25) days per year. Part-time employees will receive pro rata vacation. Vacation shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, vacation is considered earned on a monthly basis. Individuals hired after July 1<sup>st</sup> will receive pro rata vacation provided the employee has been assigned to a position which normally consists of 52 or more weeks per year.

Unused vacation must be taken within one year following the contract year in which it was earned. Vacation use will be as scheduled with and approved by the employee's immediate supervisor.

Payment for unused, earned vacation balances as limited by the previous paragraph will be made by the School District upon termination or separation of employment.

**Section 3.02 - Sick Leave**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive sick leave at the rate of thirteen (13) days for each year worked, which may be accumulated to a maximum of 247 days. Sick leave shall be available to the employee at the beginning of the year (July 1<sup>st</sup>), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position. Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification. If certification is required for an absence of fewer than six (6) days, the District will designate the physician and pay his/her fee. Charges for certification of absences days greater than five (5) consecutive working days will be the responsibility of the District unless the employee requires examination by a specified physician, in which instance the employee will assume the cost of the examination.

Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee, the employee's dependent child, or another individual as allowed by Minnesota law which prevented the employee's attendance at work on that day or days.

An employee receiving compensation under the Worker's Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker's compensation payments and the employee's regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee's basic salary.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

### **Section 3.03 – Disaster Leave**

The Employer will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

### **Section 3.04 – Bereavement Leave**

Up to ten (10) days per year of leave with pay in case of bereavement. Time off for bereavement shall be deducted from unused Sick Leave. Bereavement leave may be used in the case of death of family members or friends

### **Section 3.05 - Personal Business**

The employee shall be allowed five (5) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the superintendent. No more than three (3) days can be used consecutively. A deduction of these days will be made from sick leave.

### **Section 3.06 - Leave of Absence Without Pay**

The employee may apply for a leave of absence without pay in the event of personal extenuating circumstances. The employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave, subject to the requirements of applicable law.

### **Section 3.07 - Child Care / Adoption Leave**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employee's that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those employees that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.

B. An employee making application for child care leave shall inform the District in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.

C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.

D. Sick leave under Section 3.02 and long-term disability insurance under Article IV, Section 4.06, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph I.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

- (1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.

F. Failure of the employee to return pursuant to the date determined under this Section shall constitute the failure to work without first securing a release which is a ground for immediate discharge unless the school district and the employee mutually agree to an extension in the leave.

G. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave.

H. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

I. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

J. Time off during the leave period shall not count toward a step advancement on the wage schedule. However, employees will be advanced a step if they worked more than one-half of the duty days in their work year.

### **Section 3.08 – Religious Observance Leave**

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of

these days will be made from sick leave. Notification must be submitted to the superintendent, in writing, at least three (3) days prior to such absence.

**Section 3.09 – Judicial Leave**

For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty.

**Section 3.10 – Superintendent’s Discretionary Leave**

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

**Section 3.11 – School Conference and Activities Leave**

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve-month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District’s substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. In addition to the statutory definition of school conference and activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

Such leave will be deducted from the employee's sick leave allowance.

**ARTICLE IV  
INSURANCE**

**Section 4.01– Insurance Eligibility**

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.

**Section 4.02 – District Obligation**

The District’s only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

**Section 4.03 – Health and Hospitalization**

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the same amounts toward the monthly premium for single and family coverage as identified in the Northfield Education Association Agreement. The effective date for employer contributions shall be January 1 of each year.

**Section 4.04 - Dental Insurance**

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the same amounts toward the monthly premium for single and family coverage as identified in the Northfield Education Association Agreement. The effective date for employer contributions shall be January 1 of each year.

**Section 4.05 - Life Insurance**

The School District shall provide, at District expense, a group term life insurance plan providing \$200,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

**Section 4.06 - Long-Term Disability Insurance**

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

If the employee is disabled and has not accumulated sufficient paid sick leave to cover the waiting period, then he/she shall be paid 66 2/3% of his/her salary until he/she is entitled to receive long-term disability benefits.

Up to thirty (30) accumulated sick leave days may be used on a pro-rata basis while receiving disability income; however, the total income generated from using sick leave with disability benefits may not exceed the employee's basic annual earnings. The School District shall continue its contribution for health and hospitalization insurance for up to six months (180 consecutive days) after the last day worked for absence due to total disability. Thereafter, the employee may continue in the district's group insurance plans at his/her expense for as long as the employee receives long-term disability insurance/wage replacement benefits.

**Section 4.07 - Liability Insurance**

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

**Section 4.08 - Duration of Insurance Contribution**

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this document. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

**ARTICLE V  
OTHER BENEFITS**

**Section 5.01 - Travel**

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

**Section 5.02 - Professional Improvement**

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by the superintendent. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by the superintendent.

**Section 5.03 - Professional Membership Dues**

The School District may require employee to participate in one local service club. The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the District. The School District shall pay the annual membership dues for other community organizations as are required, directed or permitted, by the superintendent of schools.

**Section 5.04 - Vandalism Reimbursement**

The School District shall reimburse the employee for vehicular vandalism, which occurs in the course of the employee performing his or her required duties, in an amount up to

\$500 in a given year toward the unreimbursed insurance deductible amount on the vehicle.

## **ARTICLE VI SEVERANCE/RETIREMENT**

### **Section 6.01 – Severance**

This section does not apply to any individual covered by this policy agreement hired after July 1, 2016.

When an employee has completed six (6) years of continuous service under this employment agreement, or combined with other administrative positions within the district as identified in the Principals Association Master Agreement, they shall be eligible for payment upon separation of employment based on the following:

- a. Payment shall be equivalent to their daily rate of pay times a number of days determined by multiplying eight (8) days times the number of years' employment with the Northfield School District at the time of separation of employment.
- b. The amounts shall be prorated for years during which the employee served part time.
- c. The maximum number of paid days shall be 120 days.
- d. Severance pay under this section 6.01 shall not be payable in the event the employee is terminated for cause.

### **Section 6.02 – 403(b) Matching Plan**

The School District shall match employee payments up to \$9,000 per school year to a 403(b) plan for the full-time employee.

- a. The employee shall be eligible for a prorated school district contribution for any years that are less than full time.
- b. Such plan shall be approved and subject to applicable provisions of Minnesota Statutes and IRS Code Section 403(b) or IRS Code Section 457 and any amendments thereto.
- c. The school district contribution will be made to a state-approved company of the employee's choice. It shall be the responsibility of the employee to make all arrangements required by the vendor to insure that proper payment is made by the school district. The district shall make payment to the employee's selected company bi-monthly.



### **Section 6.03 – Retirement Insurance**

If the employee retires upon attaining age fifty-five (55) or thereafter and has at least ten (10) years experience in the School District, they may elect to be covered under the group health and hospitalization and dental plans provided by the School District as provided by law. The employee may continue participation in the District's group term life insurance plan according to provisions of Section 4.05 at the employee's own expense until the employee is eligible for Medicare.

The District shall contribute toward the premium for health and hospitalization and dental coverage under the same conditions as if employed but not more than 80% of the health and hospitalization insurance premium, for nine (9) years from the date of retirement.

Once a retired employee becomes eligible for Medicare the retired employee's coverage will convert to a Medicare supplement policy. Such policy (when combined with Medicare) will at a minimum be equivalent coverage to the group health and hospitalization plan offered to active employees and retired employees who are not eligible for Medicare. Employees currently retired and their dependents who are eligible for Medicare will be converted to a Medicare supplement policy effective November 1, 2010.

In the event a retired employee and his or her dependent(s) become eligible for Medicare at different times, the individual insured will be converted to the Medicare supplement policy upon becoming eligible. At such time as there is only one other insured remaining on the family group health plan, he/she will be converted to a single policy under the group health plan until they become eligible for Medicare. If dependent children are covered under the group health plan they will be eligible to continue coverage until such time that the last parent covered on the group health plan becomes eligible for Medicare.

Once the retired employee or their dependent(s) obtain Medicare eligibility, the District shall contribute up to \$400.00 toward the monthly premium of the Medicare supplement plan for the remainder of the contribution period as defined above.

When the retiree becomes eligible for Medicare, the retiree must be in compliance with M.S. 471.611

**APPENDIX A  
SALARIES AND DUTY YEAR  
2024-25**

| <b>Position</b>                                   | <b>Duty Year</b> | <b>Annual Salary</b> |
|---|------------------|----------------------|
| Director, ALC, Targeted Services, Online Learning | 52 weeks         | \$159,147            |
| Assistant Director of Special Education           | 52 weeks         | \$151,080            |
| Student Activities Director                       | 52 weeks         | \$130,742            |
| Director of Buildings and Grounds                 | 52 weeks         | \$128,516            |
| Director of Finance                               | 52 weeks         | \$171,630            |
| Director of Child Nutrition                       | 52 weeks         | \$109,990            |
| Director of Human Resources                       | 52 weeks         | \$171,630            |
| Director of Technology Services                   | 52 weeks         | \$130,742            |
| Director of Community Education                   | 52 weeks         | \$159,147            |
| Director of Special Education                     | 52 weeks         | \$171,630            |
| Director of Instructional Services                | 52 weeks         | \$171,630            |

**APPENDIX B  
SALARIES AND DUTY YEAR  
2025-26**

| <b>Position</b>                                   | <b>Duty Year</b> | <b>Annual Salary</b> |
|---|------------------|----------------------|
| Director, ALC, Targeted Services, Online Learning | 52 weeks         | \$168,329            |
| Assistant Director of Special Education           | 52 weeks         | \$159,797            |
| Student Activities Director                       | 52 weeks         | \$138,286            |
| Director of Buildings and Grounds                 | 52 weeks         | \$135,931            |
| Director of Finance                               | 52 weeks         | \$181,533            |
| Director of Child Nutrition                       | 52 weeks         | \$116,337            |
| Director of Human Resources                       | 52 weeks         | \$181,533            |
| Director of Technology Services                   | 52 weeks         | \$138,286            |
| Director of Community Education                   | 52 weeks         | \$168,329            |
| Director of Special Services                      | 52 weeks         | \$181,533            |
| Director of Instructional Services                | 52 weeks         | \$181,533            |

Steps for full-time service added to the base salary (pro-rated for part-time):

| <b>Experience</b>    | <b>2024-25</b> | <b>2025-26</b> |
|----------------------|----------------|----------------|
| 1 <sup>st</sup> Year | \$1,000        | \$1,000        |
| 2 <sup>nd</sup> Year | \$2,000        | \$2,000        |
| 3 <sup>rd</sup> Year | \$4,000        | \$4,000        |
| 4 <sup>th</sup> Year | \$5,950        | \$5,950        |

*Principals*

**AGREEMENT**  
**BETWEEN**  
**INDEPENDENT SCHOOL DISTRICT NO. 659,**  
**NORTHFIELD, MINNESOTA**  
**AND THE**  
**NORTHFIELD PRINCIPALS ASSOCIATION**

**July 1, 2024 - June 30, 2026**

## **ARTICLE I EMPLOYMENT**

**Section 1.01 Parties** This Agreement is made and entered into by and between the School Board of Independent School District No. 659, Northfield, Minnesota, hereinafter referred to as the “School Board” and the Northfield Principals Association, hereinafter referred to as the “Association”.

**Section 1.02 Purpose:** The purpose of this Agreement is to encourage and increase orderly, constructive and harmonious relationships between the School Board, its principals, and their duly authorized exclusive representative, the Association; to establish the terms and conditions of employment for principals; to preserve the paramount right of the citizens of this community to the operation of their schools without disruption; and to establish an environment in which the children of this community may receive education of the highest quality. Accordingly, the parties have set forth herein all terms and conditions of employment which have been agreed upon by the School Board and the Association, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended (hereinafter referred to as the “PELRA”). Terms not specifically defined in this Agreement shall have the meanings given them under the PELRA.

### **RECOGNITION**

**Section 1.03 Recognition:** In accordance with the PELRA, the School Board hereby recognizes the Association as the exclusive representative for all employees in the following appropriate unit, as certified by the Bureau of Mediation Services in Case No. 74-PR-300-A:

All employees of Independent School District No. 659, Northfield, Minnesota, who are certificated by the State Department of Education as Principals or Assistant Principals, who are employed for more than 14 hours per week and for more than 67 work days per year, and who devote more than 50% of their time to administrative or supervisory duties in the capacity of a Principal or Assistant Principal.

The Association, as exclusive representative, shall have those rights and duties as prescribed by the PELRA and as described in the provisions of this Agreement.

As used in this Agreement, a “principal” is any person employed by the School Board who is included in the appropriate unit and includes principals and assistant principals except in those cases where there is a clear distinction between the two positions.

### **MANAGEMENT RIGHTS**

**Section 1.04 Authority and Power of the School Board:** The laws of the State of Minnesota have vested in the School Board the full authority and power to manage, control and direct the operation of the school district, and to adopt, modify or repeal policies, budgets, personnel structures, rules, and regulations for the district. All such authority and power of the School Board shall continue unimpaired, except as limited by a specific provision of this Agreement.

### **RIGHTS AND RESPONSIBILITIES OF PRINCIPALS**

**Section 1.05 Basic Duties:** Each Principal shall administer in such places as shall be designated by the School Board, shall faithfully perform the duties prescribed by the School Board for the position held, and shall be governed by federal laws, the laws of the State of Minnesota, rules and regulations of the State Board of Education, and by Board policies, rules, regulations and orders issued by properly designated officials of the school district.

**Section 1.06 Strikes and Work Stoppages:** The School Board and the Association mutually recognize that their first obligation is to the public, and that the right of students and residents of this district to the continuous and uninterrupted operation of their schools is of paramount importance. During the term of this Agreement, neither the Association nor any individual principal shall engage in any strike, work stoppage or similar withholding of services.

In the event of strikes or work stoppages by other employees, principals covered under this Agreement are to be considered on continuing employment for the purpose of carrying out School Board policy and for insuring the protection of personnel and property. If a strike necessitates extending the school year and results in extending the principal's contract year, payment for each additional work day will be based upon each individual principal's annual salary divided by the annual number of work days under such principal's contract.

**Section 1.07 Assignment and Transfer of Principals:** The assignment and transfer of principals shall be made by the School Board upon recommendation by the superintendent, according to the following considerations:

**Subd. 1.** Should there be a vacancy in any principalship within the school system, the Association is to be advised of the vacancy to provide an opportunity for a qualified principal within the system to make application for the position.

**Subd. 2.** The superintendent shall notify the Chairperson of the Association and the principal involved in any proposed transfer, and shall give the reasons for the transfer upon request. The principal and a representative of the Association may meet with the superintendent to discuss any proposed transfer.

## ARTICLE II COMPENSATION, RATES OF PAY, WORK YEAR, AND HOLIDAYS

**Section 2.01 Individual Contracts:** Minnesota law requires that each new principal be employed by written contract, signed by the principal and by the Chairperson and Clerk of the School Board. Each principal shall be compensated according to the terms of his/her individual contract. Upon completing the probationary period, the individual contract is not required since there is an agreement covering wages and benefits.

**Section 2.02 Individual Salaries:** The salary during the term of this Agreement shall be computed in accordance with Appendix A. The School District has the right to withhold salary increases for principals with unsatisfactory performance as determined by the Superintendent. No salary increase will be paid in the 2026-27 school year until an agreement between the parties covering the period from July 1, 2026, to June 30, 2028 is reached.

**Section 2.03 Pay Deductions:** Deductions for each work day of absence under a leave of absence without pay will be based upon the individual principal's annual salary divided by the annual number of work days under such principal's contract.

**Section 2.04 Consultant Services:** Principals shall be required to make up a work day for each day absent for outside consulting activities for which an honorarium is paid. Approval of such days shall be at the discretion of the Superintendent.

**Section 2.05 Work Year:** The School District reserves the right to designate the number of weeks in the work year during the period July 1 through June 30 for each principal. The specified number of duty

weeks shall include paid holidays. The method for establishing the duty year shall be to subtract the number of weeks in the work year from 52 weeks. The resulting number of weeks multiplied times five (5) days shall be non-duty days. It is the principal's responsibility to complete professional responsibilities within the specified work year. Non-duty days are not accumulative and may not be carried over from year to year or result in additional compensation. Principals may take non-duty days off through August for the preceding work year provided they will be continuing in their position the following year. Upon separation of employment, there shall be no compensation for non-duty days which have not been taken by June 30. Exceptions may be made at the discretion of the Superintendent if non-duty days have accumulated due to a specific request by the Superintendent or Board of Education.

**Subd. 1 Holidays.** Principals shall receive the following paid holidays: Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Day, Martin Luther King, Jr. Day, Juneteenth, and Memorial Day. Whenever any of the holidays listed above fall on a Saturday, the preceding Friday shall be observed as the holiday. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday. If the approved school calendar precludes the use of any of these days as holidays, an alternate day(s) shall be determined by the Superintendent.

**Subd. 2.** In the event a work day is lost for an emergency, principals shall perform duties on such other day in lieu thereof as the School Board or its designated representative shall determine.

### **ARTICLE III LEAVES AND ABSENCES**

**Section 3.01 Sick Leave:** Principals working 20 hours or more per week will accumulate leave according to the following schedule. Sick leave with pay shall be allowed whenever a principal's absence is due to illness or injury of the principal, the principal's dependent child, or other individuals to the extent provided by Minnesota law which prevented the principal's attendance at work on that day or days.

**Subd. 1. 40-44-week contracts:** 11 days/yr, accumulative to 209 days.

**Subd. 2. 45-46-week contracts:** 12 days/yr, accumulative to 228 days.

**Subd. 3. 47-48-week contracts:** 13 days/yr, accumulative to 247 days.

**Subd. 4** An employee receiving compensation under the Worker's Compensation Act may elect to use accumulated leave allowance to make up the difference between the worker's compensation payments and the employee's regular basic salary. Deductions from leave allowance will be made on a prorated basis according to the additional payments to the employee. In no event shall the additional compensation paid to the employee result in the payment of total daily, weekly or monthly compensation in excess of such employee's basic salary.

**Subd. 5. Disability qualification:** Sick leave will no longer be used when a principal qualifies for disability benefits.

**Section 3.02 Bereavement Leave:** Employees may be allowed up to ten (10) days per year of leave with pay in case of death.

Bereavement leave may be used in the case of a death of family or friends.

Leave provided under this section does not accumulate and is deducted from sick leave.

**Section 3.03 Personal Business:** Principals shall be allowed five (5) personal business days per year for business that ordinarily cannot be conducted outside the school day. No more than three (3) days can be

used consecutively. The request must be made three days in advance using the District's substitute/leave system. A deduction of these days will be made from sick leave.

**Section 3.04 Leave of Absence:** Principals may apply for leaves of absence in the event of personal extenuating circumstances.

**Section 3.05 Childcare and Adoption Leave:**

Child care leaves under this section include maternity leave, parental leave and adoption leave. Child care leaves shall be processed under the Federal Family and Medical Leave Act (FMLA) for those employees that meet the current eligibility requirements of FMLA as outlined in Policy 410 and Policy 448. Child care leaves for those principals that do not meet the current eligibility requirements of FMLA shall be processed under the District Disability After Childbirth Policy – Policy 411.

A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the principal for an extended period of time.

B. A principal making an application for child care leave shall inform the Director of Human Resources in writing with intention to take the leave as soon as possible and at least one calendar month before commencement of the intended leave, except in unusual circumstances. The district and the employee will attempt to work out a satisfactory plan for the leave.

C. If the reason for the child care leave is occasioned by pregnancy, the principal shall also provide at the time of the leave application, a medical certification indicating the expected date of the delivery.

D. Sick leave under Article III and long-term disability insurance under Article IV, Section 4.03, is available for the disabilities of pregnancy prior to the commencement of the child care leave. Such use of sick leave days shall run concurrently with parental leave days under paragraph L.

E. The school district, upon meeting in person and discussing the principal's return date preferences, may make moderate adjustments in the proposed beginning or ending date of a child care leave so that the dates of the leave coincide with some natural break in the school year - e.g., winter vacation, spring vacation, semester break or quarter break, end of reporting period, end of the school year, or the like.

F. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

- (1) Grant any leave more than six (6) months in length or to the beginning of the school year following such six (6) month period.
- (2) Permit the principal to return to his or her employment prior to the date designated in the request for child care leave.

G. A principal returning from child care leave shall have a right to return to the principal's original position as specified in the principal's child care leave plan if the principal's leave is commenced and concluded within the same school year or concluded prior to the first principal duty day of the following school year. If a principal's child care leave plan does not call for the principal's return within the year

it is commenced, a principal shall have the right to be returned to an equivalent contractual position, unless such principal has been previously terminated pursuant to the provisions of M.S. 125.12 or such principal has been placed on unrequested leave pursuant to the provisions of M.S. 125.12.

H. Failure of the principal to return pursuant to the date determined under this Section shall constitute grounds for termination unless the school district and the principal mutually agree to an extension in the leave.

I. A principal who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this Agreement at the commencement of the leave. The principal shall accrue additional experience credit or leave time during the period of absence for child care leave, if the leave commences and ends within the same school year.

J. The school district shall continue its contribution for group insurance as specified in Article IV for a principal on child care leave, if the leave commences and ends within the same school year.

K. Up to twenty (20) days leave allowance may be used for adoption purposes such as preparation and legal reasons, necessary travel, and initial adjustment.

L. Up to ten (10) days parental leave may be used within 30 days of the birth of a child, the days used to be deducted from sick leave. Employees that qualify for maternity leave are not eligible for these parental leave days.

**Section 3.06 Disaster Leave** The school district will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

**Section 3.07 Judicial Duty** For any employee who is required to serve as a juror or is subpoenaed to appear as a witness (not as a defendant) in a criminal court case, Northfield Public Schools will make up the difference between such employees basic salary and the fees (but not reimbursed expenses) received by the employee. In order to be eligible for this supplement, the employee must submit to the finance office an itemized certification of fees and expenses for judicial duty.

**Section 3.08 Superintendent's Discretionary Leave** Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

**Section 3.09 School Conference and Activities Leave** In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District's substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional circumstances. Such leave will be deducted from the employee's sick leave allowance. In addition to the statutory definition of school conference and



activity leave, employees may also use school conference and activity leave for post-secondary college visits for high school age students.

## **ARTICLE IV GROUP INSURANCE**

**Section 4.01 Group Insurance:** During the term of this Agreement the School Board will purchase the group insurance policies described in this Article. It is understood and agreed that the provisions of this Article are merely descriptive of the coverage provided, and that the eligibility of a principal for benefits shall be governed by the terms of the insurance contracts in force between the School Board and the insurers providing such coverage. It is further agreed that the School Board's only obligation under the policies described in this Article is to make the premium payments as provided in this Agreement, and no claim shall be made against the School Board in the event of a denial of insurance benefits by an insurance carrier. The Board contribution toward the premium for part-time principals shall be prorated to the proportion of the contract time. The principal must work 20 hours or more per week to be eligible for insurance benefits.

**Section 4.02 Health and Hospitalization Insurance:** The School District shall provide the Principal and his or her dependents a health and hospitalization insurance plan and shall contribute the same amount toward the monthly premium for single or family coverage as identified in the Northfield Education Association Agreement.

Participation in the insurance program will be voluntary. Coverage shall be effective only upon enrollment of the individual principal and his/her family. Each principal enrolled under the plan shall contribute, through payroll deduction, any excess of the monthly premium under the plan over the maximum School Board contribution toward the type of coverage for which such principal is enrolled. The effective date for employer contributions shall be January 1.

**Section 4.03 Income Protection:** The School District shall pay the full premium for each principal who qualifies for and is enrolled in coverage under the district's long-term disability insurance plan. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings. Up to thirty (30) accumulated sick leave days may be used on a pro-rata basis while receiving disability income; however, the total income generated from using sick leave with disability benefits may not exceed the principal's basic earnings. The School District shall continue its contribution for health and hospitalization insurance for up to six months (180 consecutive days) after the last day worked for absence due to total disability. Thereafter, the principal receiving long-term disability insurance benefits may continue in the district's group insurance plans at the principal's expense. Benefits payment shall continue beyond age 62 in accordance with federal regulations.

**Section 4.04 Life Insurance:** Effective upon enrollment in the District life insurance plan, the Employer will provide group term life insurance coverage for each full-time principal in the amount of \$200,000. Each principal may purchase additional group term life in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the principal through payroll deduction.

**Section 4.05 Dental Insurance:** The School District shall contribute the same amount toward the monthly premium for single or family coverage as identified in the Northfield Education Association Agreement. The effective date for employer contributions shall be January 1.

**Section 4.06 Duration of Insurance Contribution:** Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under Section 4.04 for early retirement. However,

principals may be continued in the group insurance plans at their own expense for a period following separation determined by the insurance carrier and COBRA Legislation.

**ARTICLE V  
LONGEVITY**

**Longevity added to base and steps:**

|                    | <u>2024-25</u> | <u>2025-26</u> |
|--------------------|----------------|----------------|
| 8 years completed  | \$3,000        | \$3,000        |
| 12 years completed | \$4,000        | \$4,000        |
| 16 years completed | \$5,000        | \$5,000        |
| 20 years completed | \$6,000        | \$6,000        |

**ARTICLE VI  
RETIREMENT**

**Section 6.01 403(b) Matching Plan:** The school district shall contribute \$4,000 for the two years of this contract a tax-deferred matching contribution plan for each full-time principal who authorizes a matching salary reduction for the same period.

An employee working less than full-time as a principal shall be eligible for a prorated school district contribution.

Such plan shall be approved and subject to applicable provisions of Minnesota Statutes and IRS Code Section 403(b) or IRS Code Section 457 and any amendments thereto.

The school district contribution and matching employee contribution will be made to a state-approved company of the principal's choice. It shall be the responsibility of the principal to make all arrangements required by the vendor to ensure that proper payment is made by the school district. The district shall make payment to the employee's selected company bi-monthly.

**Section 6.02 Early Retirement Insurance:** Any principal who has at least ten (10) years experience in Independent School District No. 659 and retires upon attaining age fifty-five (55) or thereafter may elect to be covered under the group health and hospitalization and dental plans provided by the School District as provided by law. The principal may continue participation in the district's group term life insurance plan according to provisions of Section 6 at the principal's own expense until the principal is eligible for Medicare. The District shall contribute toward the premium for health and hospitalization and dental coverage under the same conditions as an employed principal but no more than 80% of the health and hospitalization insurance premium, for nine (9) years from the date of retirement. Principals who retired prior to July 1, 2002, will continue to be eligible for the School District's contribution toward their insurance for the period of time established at the time of their retirement. Coverage will be available to a retired principal who has group medical insurance available to him/her from another employer; however, such other employer's coverage shall be considered primary.

Once a retired employee becomes eligible for Medicare the retired employee's coverage will convert to a Medicare supplement policy. Such policy (when combined with Medicare) will at a minimum be equivalent coverage to the group health and hospitalization plan offered to active employees and retired employees who are not eligible for Medicare.

In the event a retired employee and his or her dependent(s) become eligible for Medicare at different times, the individual insured will be converted to the Medicare supplement policy upon becoming eligible. At such time as there is only one other insured remaining on the family group health plan, he/she will be converted to a single policy under the group health plan until they become eligible for Medicare. If dependent children are covered under the group health plan they will be eligible to continue coverage until such time that the last parent covered on the group health plan becomes eligible for Medicare.

Once the retired employee or their dependent(s) obtain Medicare eligibility, the District shall contribute up to \$400.00 toward the monthly premium of the Medicare supplement plan for the remainder of the contribution period as defined above.

When the retiree becomes eligible for Medicare, the retiree must be in compliance with M.S. 471.611.

## **ARTICLE VII DISCIPLINE AND DISCHARGE**

**Section 7.01 Discipline and Discharge:** No principal shall be discharged or otherwise disciplined without just cause.

**Section 7.02 Corrective Discipline:**

**Subd. 1. Objective.** The first step in resolving most potential disciplinary situations is through a principal/superintendent conference.

**Subd. 2. Written Reprimand.** If the superintendent believes that a written reprimand is necessary, he/she will first confer with the principal regarding the circumstances.

**Subd. 3. Representation.** Both the principal and the school district are entitled to be represented at all levels of this disciplinary process.

**Subd. 4. Progressive Discipline.** The School District intends to follow a policy of progressive discipline with its employees. The normal sequence of discipline would be:

- (1) Conference with the employee;
- (2) Written reprimand;
- (3) Suspension without pay;

The relative seriousness of this matter will determine at what level disciplinary action is commenced.

**Subd. 5. Appeal.** The employee may request review of the district's decision through the grievance procedure. At the employee's option, the matter may be submitted directly to arbitration pursuant to Section 8 of the grievance procedure.

## **ARTICLE VIII OTHER BENEFITS**

**Section 8.01 Reimbursement for In-District Mileage:** Principals driving their own cars for in-district travel for school purposes such as taking students home in emergencies, home visitations for the purpose of resolving student problems or conferences with parents and the like shall be reimbursed at the rate approved by the School Board consistent with other school district personnel.

**Section 8.02 Severance Plan.** This section does not apply to any principal or assistant principal hired on or after July 1, 2016. Each principal who has completed seven (7) years of continuous service as a licensed principal in the school district or combined with other administrative positions within the district as identified in the Non-Union Administrators policy document agreements shall be eligible for payment upon separation of employment based on the following:

- a. Payment shall be equivalent to his/her daily rate of pay times a number of days determined by multiplying eight (8) days times the number of years' employment with the Northfield School District at the time of separation of employment. The daily rate shall be based on the principal's gross salary rate, including step, longevity and PHD differentials.
- b. The amounts shall be prorated for years during which the principal served part time.
- c. The maximum number of paid days shall be 120 days, and shall not exceed the number of sick leave days accumulated by the principal at the time of separation of employment.
- d. Deferred compensation under this section shall not be payable in the event a principal is terminated for cause.

The severance payment will be made to the Principal's 403(b) account if they have one. If the Principal does not have a 403(b) account the severance payment will be paid on the last paycheck received from the District, subject to all applicable taxes.

Years completed in the principal unit will be applicable toward severance benefits outlined in Non-Union Administrators policy document agreements should a principal be hired for a position associated with one of those agreements. The severance payment will be based on the terms of the agreement the individual is assigned at the time of separation from the District and not the principals agreement.

**Section 8.03 Right to Use of Building:** For Association purposes, the principals shall have the right to use of building, facilities and equipment if and when such equipment is not otherwise in use. The Association agrees to reimburse the school district for the use of materials consumed and for any damages and repairs as a result of the use of the building, facilities and equipment.

**Section 8.04 Professional Improvement:** The School Board, at its sole discretion, agrees to provide funds for the purpose of providing professional improvement conferences for Principals. These funds shall be included in the annual budget amounts approved by the School Board for each building. Travel, meals, lodging, registration fees and gratuities shall be deemed appropriate expenses for these accounts. The Principal shall apply to the Superintendent for approval to attend out-of-state professional conferences.

**Section 8.05 Professional Dues:** Professional dues for individual memberships in state and national principals' associations will be paid from the principals' allotted budget for this purpose as determined by the Principal.

**Section 8.06 Vandalism/Safety & Security Reimbursement:** The School District shall reimburse a principal who experiences vandalism of their vehicle or personal property, or experiences a personal threat, including racially motivated threats, in an amount up to \$1,000 in any given year toward the unreimbursed insurance deductible amount on the vehicle or personal property, or towards security measures for personal threats. As an example, the reimbursement outlined in this section could be used towards a home security system.

**Section 8.07 Liability Insurance:** The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

## **ARTICLE IX SENIORITY**

**Section 9.01 Seniority Date.** Seniority shall be based upon continuous and unbroken employment as a licensed principal with Independent School District No. 659 from the most recent date of hire as a licensed principal. The seniority date for individuals employed by the district as site leaders pending receipt of principal licensure shall be the date on which the Board of Teaching issues the principal licensure as noted on the license.

**Section 9.02 Seniority List.** On or before November 15 of each year, the district shall prepare from its records a Principals' Seniority List, in order of seniority date, which shall contain the seniority date, name and areas of licensure for each principal as shown by licenses on file in the district office as of November 1 of said year, and current employment status. The list will be divided into lists for principals and assistant principals. A copy of the Principals' Seniority List will be provided to each principal and assistant principal on or before November 15 of each year. A principal or assistant principal may challenge the correctness of the information by filing a written challenge with the Director of Human Resources. In the absence of a written challenge filed within twenty (20) calendar days from the date the seniority list was issued, the issued seniority list will be conclusively deemed to be correct.

**Section 9.03 Reduction of Principal and Assistant Principal Positions.** In the event of reduction of principal positions, probationary principals shall be non-renewed before principals with continuing contract rights would be affected. Among principals with continuing contract rights, part-time principals shall be placed on unrequested leave of absence before full-time principals. If two or more principals have the same seniority date, the School Board shall determine which of such principals shall be placed on unrequested leave of absence. In the event of reduction of assistant principal positions, probationary assistant principals shall be non-renewed before assistant principals with continuing contract rights would be affected. Among assistant principals with continuing contract rights, part-time assistant principals shall be placed on unrequested leave of absence before full-time assistant principals. If two or more assistant principals have the same seniority date, the School Board shall determine which of such assistant principals shall be placed on unrequested leave of absence. Unrequested leave and recall to positions shall be governed by provisions of M.S. 122A.40.

## **ARTICLE X GRIEVANCE PROCEDURE**

**Section 10.01 Grievance Definition:** A "grievance" shall mean an allegation by a principal resulting in a dispute or disagreement between the principal and the school district as to the interpretation or application of terms and conditions contained in this Agreement.

**Section 10.02 Representative:** The principal, administrator, or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his behalf.

### **Section 10.03 Definitions and Interpretations:**

**Subd. 1.** Time limits specified in this Agreement may be extended by mutual agreement.

**Subd. 2. Days:** Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by state law.

**Subd. 3. Computation of Time:** In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

**Subd. 4. Filing and Postmark:** The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

**Section 10.04 Time Limitation and Waiver:** Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district's designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty days after the date the event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the principal and the school district's designee.

**Section 10.05 Adjustment of Grievance:** The school district and the principal shall attempt to adjust all grievances which may arise during the course of employment of any principal within the school district in the following manner:

**Subd. 1. Level I:** If the grievance is not resolved through informal discussions, the superintendent or his/her designee shall give a written decision on the grievance to the parties involved within ten days after receipt of the written grievance.

**Subd. 2. Level II:** In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within ten days after receipt of the decision in Level I. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance within twenty days after receipt of the appeal. Within twenty days after the meeting, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the Board may be designated by the Board to hear the appeal at this level, and report its findings and recommendations to the School Board. The School Board shall then render its decision.

**Section 10.06 School Board Review:** The School Board reserves the right to review any decision issued under Level I of this procedure provided the School Board or its representative notify the parties of its intentions to review within ten days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reserve or modify such decision.

**Section 10.07 Denial of Grievance:** Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the principal may appeal it to the next level.

**Section 10.08 Arbitration Procedures:** In the event that the principal and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

**Subd. 1. Request:** A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the office of the superintendent within ten days following the decision in Level II of the grievance procedure.

**Subd. 2. Prior Procedure Required:** No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

**Subd. 3. Selection of Arbitrator:** The parties shall endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If no agreement is reached, either party may request from the Bureau of Mediation Services, a list of arbitrators selected by the Commissioner, providing such request is made within fifteen (15) days after request for arbitration. Upon receipt of the list of arbitrators, the School District and the exclusive representative shall alternately strike names from the list of arbitrators selected by the Commissioner until only one (1) name remains. If the parties are unable to agree on who shall strike the first name, the question shall be decided by a flip of the coin. Failure to request an arbitrator from the Bureau of Mediation Services within the time periods provided herein shall constitute a waiver of the grievance.

**Subd. 4. Submission of Grievance Information:**

a. Upon appointment of the arbitrator, the appealing party shall within five days after notice of appointment forward to the arbitrator, with a copy to the superintendent, the submission of the grievance which shall include the following:

- (1) The issues involved
- (2) Statement of the facts
- (3) Position of the grievant
- (4) The written documents relating to Article X, Section 10.05 of the grievance procedure.

b. The school district may make a similar submission of information relating to the grievance either before or at the time of the hearing.

**Subd. 5. Hearing:** The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing denovo.

**Subd. 6. Decision:** The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decisions by the arbitrator in cases properly before him shall be final and binding upon the parties, subject, however, to the limitation of arbitration decisions as provided by the PELRA.

**Subd. 7. Expenses:** Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such copy.

**Subd. 8. Jurisdiction:** The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but are not limited to such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligation of the public school district to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

## ARTICLE XI DURATION AND RENEGOTIATION OF AGREEMENT

**Section 11.01 Term of Agreement:** This Agreement shall become effective as of July 1, 2024, and shall continue in full force and effect to and including June 30, 2026, and annually thereafter, except as modified or terminated in accordance with the provisions of this Article XI.

**Section 11.02 Effect:** This Agreement constitutes the full and complete contract between the School Board and the Association. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, school district policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

**Section 11.03 Termination or Modification:** Either party desiring to terminate or modify this Agreement must notify the other party in writing at least sixty (60) days but not more than ninety (90) days prior to June 30, 2026, or at least sixty (60) days but not more than ninety (90) days prior to June 30 of any year thereafter. A notice of desire to modify this Agreement shall set forth specifically all proposed modifications sought by the party, and all clauses of this Agreement for which no modification is sought shall be renewed automatically. Negotiations with respect to proposed modifications may commence at any time after notice of proposed modifications has been given.

**Section 11.04 Severability:** Any provision of this Agreement which is deemed by a federal or state court or agency to be in violation of any provision of the laws of Minnesota or of the United States, or any rules or regulations promulgated thereunder, either now or hereafter, shall be null and void and without force and effect. The provisions of this Agreement shall be severable, and if any provision hereof or application of any such provision is held to be invalid, it shall not affect any other provisions of this Agreement or the application of such provision under other circumstances.

The School Board and the Association will meet not later than ten (10) days after such determination for the purpose of renegotiating any affected provision. The School Board reserves the final right to amend any affected provision of this Agreement to the extent necessary to fulfill compliance with federal or state laws, or rules or regulations promulgated thereunder, subject to the arbitration provisions of the grievance procedure.

**Section 11.05 Negotiations During Term:** The parties mutually acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited opportunity to make demands and proposals regarding terms and conditions of employment for principals. All understandings and agreements arrived at by the parties are set forth in this Agreement. For the duration of this Agreement, the School Board and the Association each voluntarily and unqualifiedly waives the right to meet and



negotiate regarding any and all terms and conditions of employment, whether or not specifically referred to or covered in this Agreement, even though such matters may not have been within the knowledge or contemplation of either or both of the parties at the time this Agreement was negotiated or executed; provided, however, that any or all of the provisions, except compensation, of this Agreement may be opened for negotiation and modification in writing at any time by mutual consent of the parties.

NORTHFIELD PRINCIPALS ASSOCIATION

INDEPENDENT SCHOOL DISTRICT NO.659

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Negotiator

\_\_\_\_\_  
Clerk

Dated: \_\_\_\_\_

\_\_\_\_\_  
Negotiator

Dated: \_\_\_\_\_

**APPENDIX A**

| <b><u>Position</u></b>            | <b><u>#<br/>Weeks</u></b> | <b><u>2024-25 Base</u></b> | <b><u>2025-26 Base</u></b> |
|-----------------------------------|---------------------------|----------------------------|----------------------------|
| High School Principal             | 47                        | \$163,671                  | \$173,049                  |
| Middle School Principal           | 47                        | \$160,534                  | \$169,733                  |
| Elementary School Principal       | 47                        | \$157,449                  | \$166,471                  |
| High School Assistant Principal   | 43.4                      | \$141,534                  | \$149,644                  |
| Middle School Assistant Principal | 43.2                      | \$136,640                  | \$144,470                  |

**Steps for full-time service (prorate for part-time) added to base salary**

|                                | <b><u>2024-25</u></b>            | <b><u>2025-26</u></b>            |
|--------------------------------|----------------------------------|----------------------------------|
| 1: 1 <sup>st</sup> Year        | \$0                              | \$0                              |
| 2. 2 <sup>nd</sup> Year        | \$2,167                          | \$2,167                          |
| 3. 3 <sup>rd</sup> Year        | \$4,334                          | \$4,334                          |
| 4. 4 <sup>th</sup> Year and Up | \$6,500                          | \$6,500                          |
| <b>Doctorate Stipend</b>       | <b><u>2024-25</u></b><br>\$5,500 | <b><u>2025-26</u></b><br>\$5,500 |

**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 May 13, 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 13th day of May, 2024

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Claudia Gonzalez-George, Chairperson

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Valori Mertesdorf, Deputy Clerk

RESOLUTION PROPOSING TO PLACE  
ON UNREQUESTED LEAVE OF ABSENCE

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

1. That it is proposed that {teacher name}, a teacher of said school district, be placed on a {amount of FTE} FTE unrequested leave of absence without pay or fringe benefits, effective at the end of the 2023-24 school year, pursuant to M.S. 122A.40, Subdivision 10 and Article XIV of the Master Agreement.
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF ABSENCE

Dear {Teacher}:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 659 held on May 13, 2024, consideration was given to your placement on a {amount of FTE} FTE unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 659, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2023-24 school year, pursuant to Minnesota Statutes 122A.40, Subdivision 10 and Article XIV of the Master Agreement, on one or more of the following grounds:

- Discontinuance of position, lack of pupils, and financial limitations.

Your proposed placement on unrequested leave of absence is not the result of the implementation of an education district agreement.

You will be granted a hearing before the School Board concerning the proposal to place you on unrequested leave of absence, provided that you make a request in writing within fourteen (14) calendar days after receipt of this notice. If no hearing is requested within such a period, it shall be deemed acquiescence by you to the School Board's proposed action. If such hearing is requested, it shall be held between May 31, 2024, and June 4, 2024, and you will be given further notice as to the specific date, time and location of the hearing.

Sincerely,

SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 659

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10 and Article XIV of the Master Agreement and are hereby adopted as fully as though separately set forth and resolved herein.

Dated this 13th day of May, 2024

SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 659

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Chairperson

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Clerk

**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

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

### BENCHMARKS

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



#### 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.



# Child Nutrition Services

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



# 2023-24 Update





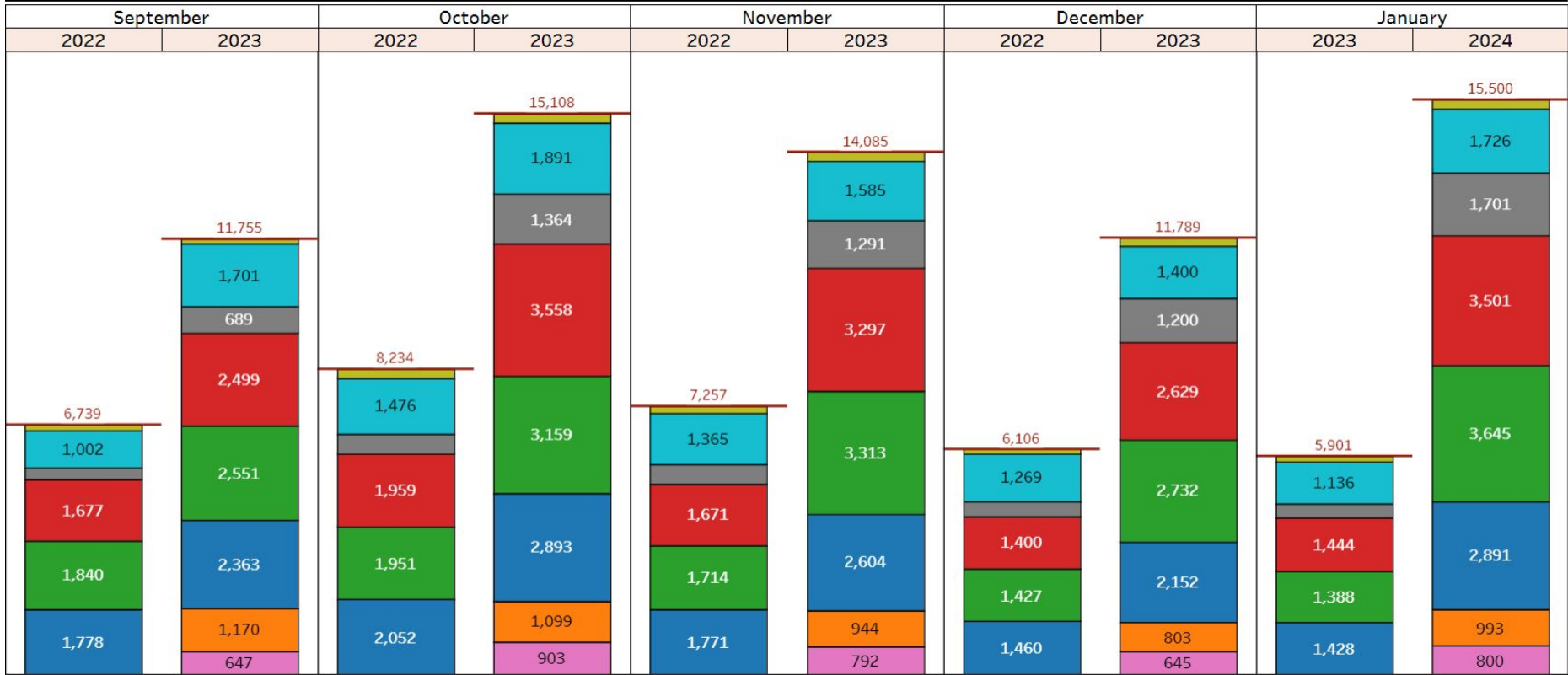
Ride the wave of good nutrition!

National School  
Breakfast Week  
March 4-8, 2024



# Number of Meals Served By School: FY2023 vs FY2024

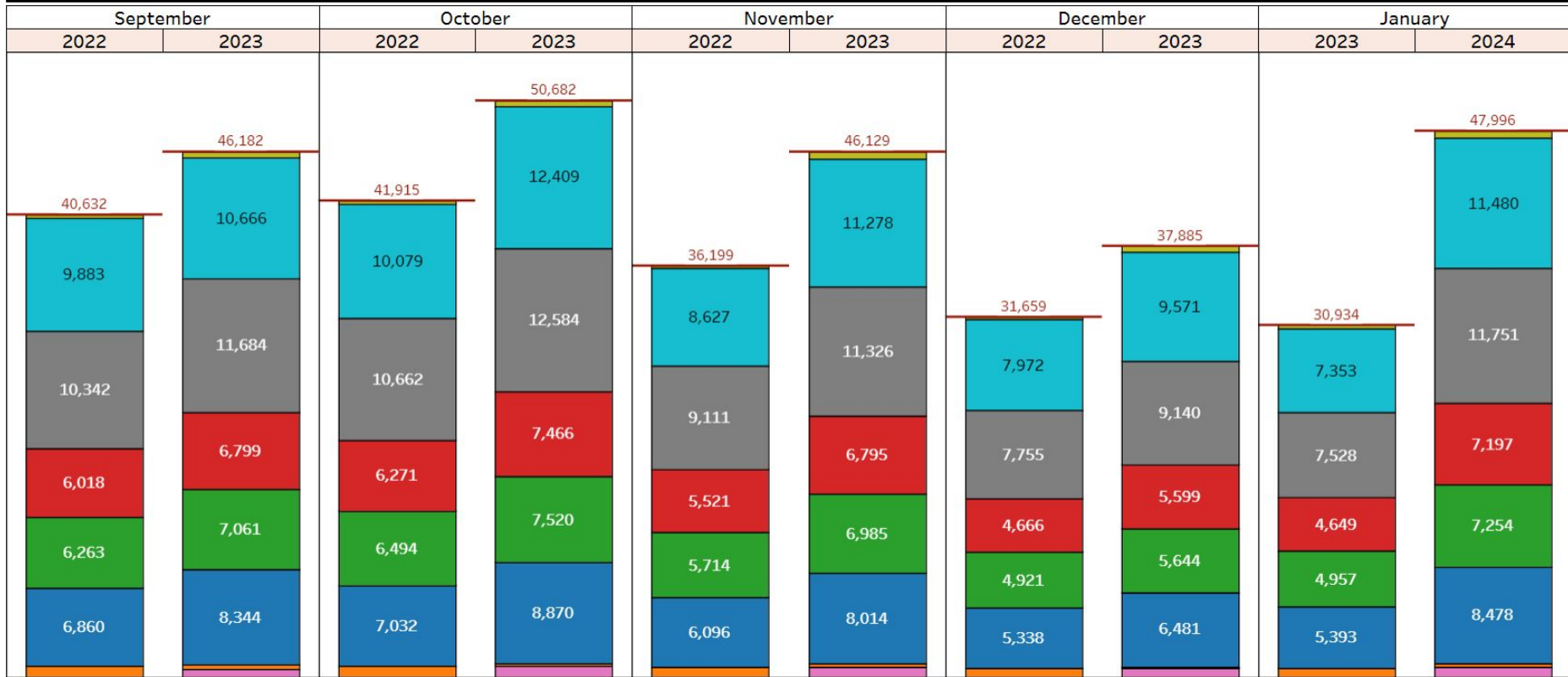
Meal Selected Using Filter on Right: **Breakfast**





# 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

|                      | <b>2021-22<br/>Audit</b> | <b>2022-23<br/>Audit</b> | <b>2023-24<br/>Proposed</b> | <b>2023-24<br/>Revised</b> | <b>2024-25<br/>Proposed</b> |
|----------------------|--------------------------|--------------------------|-----------------------------|----------------------------|-----------------------------|
| 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                 |
| <b>Total Revenue</b> | <b>\$2,842,324</b>       | <b>\$2,363,283</b>       | <b>\$2,407,584</b>          | <b>\$2,669,198</b>         | <b>\$2,550,906</b>          |

# Expenditure Summary

|                           | <b>2021-22<br/>Audit</b> | <b>2022-23<br/>Audit</b> | <b>2023-24<br/>Proposed</b> | <b>2023-24<br/>Revised</b> | <b>2024-25<br/>Proposed</b> |
|---------------------------|--------------------------|--------------------------|-----------------------------|----------------------------|-----------------------------|
| 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                   |
| <b>Total Expenditures</b> | <b>\$ 2,282,024</b>      | <b>\$ 2,552,058</b>      | <b>\$ 2,645,006</b>         | <b>\$ 2,645,365</b>        | <b>\$ 2,746,877</b>         |

# Child Nutrition 2024-25 Proposed Budget

|                                | <b>2021-22<br/>Audit</b> | <b>2022-23<br/>Audit</b> | <b>2023-24<br/>Proposed</b> | <b>2023-24<br/>Revised</b> | <b>2024-25<br/>Proposed</b> |
|--------------------------------|--------------------------|--------------------------|-----------------------------|----------------------------|-----------------------------|
| 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                |
| <b>Total Sources</b>           | <b>\$ 3,408,260</b>      | <b>\$ 3,489,519</b>      | <b>\$ 3,345,045</b>         | <b>\$ 3,606,659</b>        | <b>\$ 3,512,200</b>         |
| Expenditures                   | \$ 2,282,024             | \$ 2,552,058             | \$ 2,645,006                | \$ 2,645,365               | \$ 2,746,877                |
| <b>Ending Fund<br/>Balance</b> | <b>\$ 1,126,236</b>      | <b>\$ 937,461</b>        | <b>\$ 700,039</b>           | <b>\$ 961,294</b>          | <b>\$ 765,323</b>           |
| <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 |         |
|------------------------|--------|-------|---------|-------|-----------|-------|------------|---------|
| <b>Max Weekly Rate</b> | \$427  | \$294 | \$385   | \$265 | \$332     | \$250 | \$310      | \$175   |
| <b>Max Daily Rate</b>  | \$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      |
| <b>Ending Balance</b>          | <b>\$ 780,179</b> | <b>\$ 777,588</b> | <b>\$ 647,495</b> | <b>\$ 603,889</b> |
| 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         |
| <b>Ending Balance</b>          | <b>\$ 780,179</b> | <b>\$ 777,588</b> | <b>\$ 647,495</b> | <b>\$ 603,889</b> |
| <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

|                      | <b>2021-22<br/>Audited</b> | <b>2022-23<br/>Audited</b> | <b>2023-24<br/>Revised</b> | <b>2024-25<br/>Proposed</b> |
|----------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| 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                |
| <b>Total Revenue</b> | <b>\$ 3,915,258</b>        | <b>\$ 3,823,776</b>        | <b>\$ 3,617,539</b>        | <b>\$ 3,633,084</b>         |



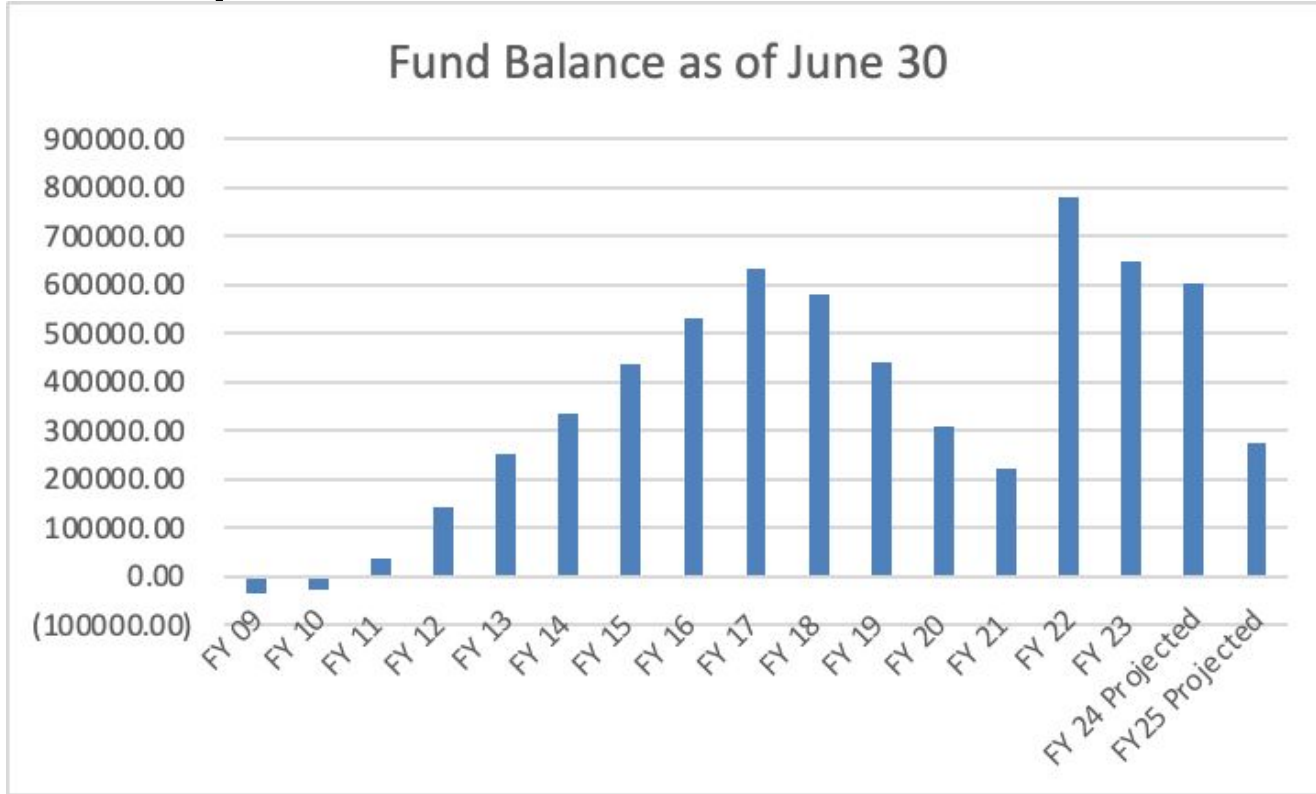
# 2024-25 Proposed Expenditures

|                           | <b>2021-22<br/>Audited</b> | <b>2022-23<br/>Audited</b> | <b>2023-24<br/>Revised</b> | <b>2024-25<br/>Proposed</b> |
|---------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| 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                    |
| <b>Total Expenditures</b> | <b>\$ 3,356,760</b>        | <b>\$ 3,826,367</b>        | <b>\$ 3,791,238</b>        | <b>\$ 3,964,204</b>         |

# 2024-25 Proposed Budget Summary

|                                | 2021-22<br>Audited | 2022-23<br>Audited | 2023-24<br>Revised  | 2024-25<br>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                            | <b>\$ 558,498</b>  | <b>\$ (2,591)</b>  | <b>\$ (173,699)</b> | <b>\$ (331,120)</b> |
| Beginning Balance              | \$ 221,681         | \$ 780,179         | \$ 777,588          | \$ 603,889          |
| Ending Balance                 | <b>\$ 780,179</b>  | <b>\$ 777,588</b>  | <b>\$ 603,889</b>   | <b>\$ 272,769</b>   |
| 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                 | <b>\$ 780,179</b>  | <b>\$ 777,588</b>  | <b>\$ 603,889</b>   | <b>\$ 272,769</b>   |
| <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         |
| <b>Total</b>         | <b>198 students</b> | <b>671 students</b> |

# Questions & Comments

**OFFICE OF THE SUPERINTENDENT**

201 Orchard Street South

Northfield, MN 55057

PH 507.663.0629

[www.northfieldschools.org](http://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 up to a maximum of \$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





**Northfield Public Schools  
Independent School District #659**

**2024 Referendum**

**REVIEW  
AND  
COMMENT  
SUBMITTAL**

**Presented to:**

**Minnesota Department of  
Education**

**April 18, 2024**



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**DISTRICT OFFICE**  
201 Orchard Street South  
Northfield, MN 55057  
PH 507.663.0600 • Fax 507.663.0611  
[www.northfieldschools.org](http://www.northfieldschools.org)

April 15, 2024

Mr. Willie Jett, Commissioner  
Minnesota Department of Education  
400 NE Stinson Blvd.  
Minneapolis, MN 55413

Re: Independent School District No. 659  
Northfield Public Schools  
2024 Referendum – Review & Comment Submittal

Dear Commissioner Jett:

In accordance with M.S. 123B.71, Independent School District No. 659, Northfield Public Schools, is submitting this review and comment document for our proposed referendum projects. For nearly a decade, Northfield High School has been the subject of discussion, debate, and dreaming in order to find a solution that best meets the community's needs to provide a safe, sustainable, and future-ready facility for students and staff. All students who attend Northfield High School need a facility that advances the district's vision to "prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society", and the "Reimagine Northfield High School" plan presented in this Review and Comment is reflective of years of study that included involvement from the community, staff, and students to achieve this vision.

Funding for the projects is proposed to be provided by general obligation bonds, and the district intends to seek voter approval in a referendum on November 5, 2024. Detailed financing information is available in Section 5 of this document. The project will be presented through three ballot questions:

- Question 1: Approximately 120,000-square-foot multi-story classroom, offices and commons addition to replace portions of the building as well as various renovations to remaining portions of the building for systems, component and equipment replacement, including demolition of aged and inadequate portions of the building. Question 1 is an amount not to exceed \$95,380,000.
- Question 2: Dramatically improve indoor physical education, athletic and community recreation access. Question 2 is an amount not to exceed \$18,725,000 and is contingent on the passage of question 1.
- Question 3: Installation of a geothermal system to heat and cool the building. Question 3 is an amount not to exceed \$6,975,000 and is contingent of the passage of questions 1 and 2.

This plan to "Reimagine Northfield High School" is the "Goldilocks" option that seeks to support our strategic plan and vision; address critical maintenance, safety, and operational needs; and align with where we believe our community's expectations are in regard to tax impact. Specific details about the project(s) are included in this review and comment, including necessary data in the appendices for reference. If you have

any questions, we have provided a list of contacts on page 2 who have been integral to the creation of this plan. We appreciate your review and comment on this proposal and look forward to your response.

Sincerely,

A handwritten signature in blue ink that reads "Matt Hillman". The signature is written in a cursive, flowing style.

Matthew J. Hillmann, Ed.D.  
Superintendent

## **Introduction**

In accordance with Minnesota Statute 123B.71, Independent School District 659 (Northfield Public Schools) submits the following educational facilities proposal for review and comment. For several years, Northfield Public Schools has evaluated needs at their High School facility related to safety & security, educational adequacy, and building condition. After significant community and stakeholder input, the School Board voted to pose a referendum to the voters of ISD 659 to address the following needs around reimagining Northfield High School:

- Safety and security of the facility and its occupants
- Adequate quantity and quality of learning spaces to support educational programming and prepare students for the future
- Replacement of aging systems, components, and equipment
- Replacement of aged furnishings with flexible furniture
- Adding additional athletics/activities space to support daytime programmatic needs as well as community and District activities needs
- Energy efficiency improvements including a proposal to include a geothermal system

## **Project Financing**

Funding for the projects will be provided by general obligation bonds, and the District intends to seek voter approval in a referendum on November 5, 2024. The project will be presented through three ballot questions:

- Question 1: Approximately 120,000-square-foot multi-story classroom, offices, and commons addition to replace portions of the building as well as various renovations to remaining portions of the building for systems, component and equipment replacement, including demolition of aged and inadequate portions of the building. Question 1 is an amount not to exceed \$95,380,000.
- Question 2: Expansion of gymnasium space (39,500 square feet) to dramatically improve indoor physical education, athletic and community recreation access. Question 2 is an amount not to exceed \$18,725,000 and is contingent on the passage of Question 1.
- Question 3: Installation of a geothermal system to heat and cool the building. Question 3 is an amount not to exceed \$6,975,000 and is contingent of the passage of Question 1 and 2.

Detailed financing information is available in section 5 of this review and comment.

## **Proposal Considerations**

On March 11, 2024, the School Board of Independent School District 659 approved consideration of funding this initiative through voter-approved bond financing for an election to be held on November 5, 2024. The administration and School Board believe this is in the best interest of the district and supports the district's mission.

**Key Information**

- Address: **Independent School District #659  
Northfield Public Schools**  
201 Orchard Street South  
Northfield, Minnesota 55057  
Contact: Dr. Matt Hillmann, Superintendent  
Email: mhillmann@northfieldschools.org  
Phone: (507) 663-0629
- School Board: Claudia Gonzalez-George, Chair  
Corey Butler, Vice-Chair  
Amy Goerwitz, Clerk  
Ben Miller, Treasurer  
Jenny Nelson, Director  
Jeff Quinnell, Director  
Noel Stratmoen, Director
- Financing: **General Obligation Bonds**
- Referendum: **November 5, 2024**
- Architect/Engineer: **Wold Architects and Engineers**  
332 Minnesota Street  
Suite W2000  
St. Paul, MN 55101  
Contact: Sal Bagley, AIA  
sbagley@woldae.com; (612) 804-0599
- Construction Manager: **Knutson Construction**  
5985 Bandel Road NW  
Rochester, Minnesota 55901  
Contact: Josh Cooper  
jcooper@knutsonconstruction.com; (507) 280-9788
- Fiscal Consultant: **Ehlers**  
3060 Centre Pointe Drive  
Roseville, MN 55113  
Contact: Jeff Seeley  
jseeley@ehlers-inc.com; 651) 697-8585
- Bond Counsel: **Dorsey & Whitney LLP**  
Suite 1500, 50 South Sixth Street  
Minneapolis, MN 55402-1498  
Contact: Andrea Hedtke  
Hedtke.Andrea@dorsey.com; (612) 492-6912

**I. The Geographic Area and Population to be Served**

- a) *Preschool Through Grade 12 Student Enrollments for the Past Five Years,*
- b) *Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.*

**Geographic Area to be Served**

Northfield Public Schools (ISD #659) serves approximately 3,800 students in the community of Northfield as well as Dundas, Cannon City, Dennison and Castle Rock. The District is located primarily in Rice County with portions of the District in Dakota County. A map of the District is available on page 6.

Neighboring School Districts with contiguous borders include:

- ISD #194 – Lakeville
- ISD #192 – Farmington
- ISD #195 – Randolph
- ISD #2172 – Kenyon-Wanamingo
- ISD #656 – Faribault
- ISD #2905 – Tri-City United
- ISD #721 – New Prague

**Population to be Served**

The proposed improvements to Northfield High School would impact all students, staff, and community members who access Northfield High School as improvements are proposed across academic, fine arts, activities/athletics, and commons/gathering spaces in the building along with modifications to its systems, etc. As such, populations to be served by this project are the students, staff, and communities throughout the entire District.

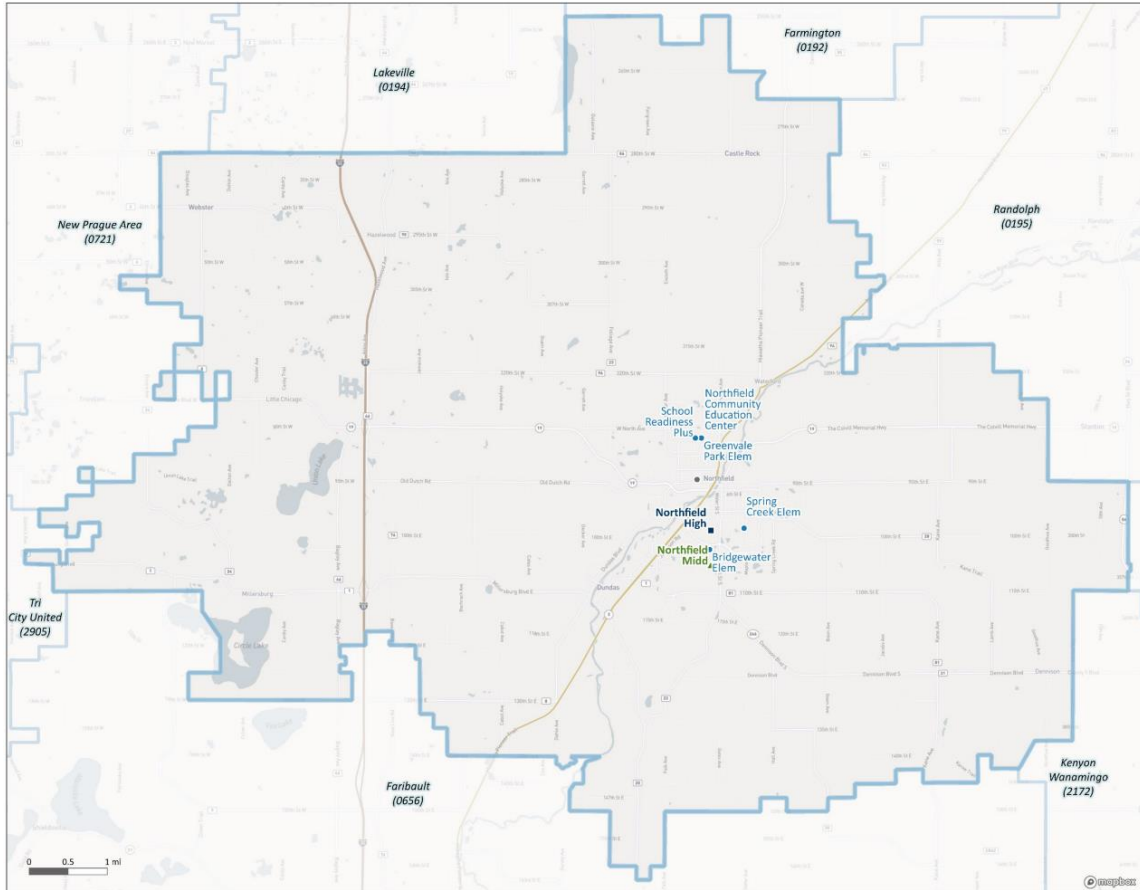


**I. The Geographic Area and Population to be Served**

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**District Boundaries Map**

District facilities are indicated on the below map, along with the District boundary.



**Enrollment History (Total, and at High School) from 2011-2023**

| <b>Year</b> | <b>Total Enrollment</b> | <b>Grades 9-12 Enrollment</b> |
|-------------|-------------------------|-------------------------------|
| 2011-12     | 3,799                   | 1,218                         |
| 2012-13     | 3,830                   | 1,242                         |
| 2013-14     | 3,818                   | 1,237                         |
| 2014-15     | 3,887                   | 1,239                         |
| 2015-16     | 3,906                   | 1,292                         |
| 2016-17     | 3,968                   | 1,290                         |
| 2017-18     | 4,015                   | 1,328                         |
| 2018-19     | 3,999                   | 1,371                         |
| 2019-20     | 3,953                   | 1,336                         |
| 2020-21     | 3,883                   | 1,370                         |
| 2021-22     | 3,810                   | 1,275                         |
| 2022-23     | 3782                    | 1282                          |

**I. The Geographic Area and Population to be Served**

- a) *Preschool Through Grade 12 Student Enrollments for the Past Five Years,*
- b) *Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.*

**Enrollment Projections, 2024 – 2029**

An enrollment study was done by Hazel Reinhardt in early 2022; which can be found in Appendix A. Below are the current enrollment projections completed internally by ISD 659 based off of that study. Northfield Public Schools anticipates stable or slightly declining enrollment over the next five years.

|               | 2022-23  | 2023-24  | 2024-25  | 2025-26  | 2026-27  | 2027-28  | 2028-29  |
|---------------|----------|----------|----------|----------|----------|----------|----------|
| EC            | 47.76    | 50.16    | 47.45    | 46.85    | 43.10    | 34.63    | 36.72    |
| VPK           | -        | -        | -        | -        | -        | -        | -        |
| Handicapped K | 56.69    | 55.96    | 51.48    | 41.37    | 36.99    | 33.49    | 33.83    |
| Kindergarten  | 183.29   | 196.08   | 186.98   | 194.04   | 179.57   | 140.53   | 140.53   |
| Grade 1       | 242.30   | 249.52   | 262.06   | 247.94   | 244.77   | 225.17   | 212.54   |
| Grade 2       | 231.89   | 243.47   | 250.72   | 263.33   | 249.14   | 245.95   | 222.92   |
| Grade 3       | 269.52   | 241.13   | 253.17   | 260.71   | 273.82   | 259.06   | 243.49   |
| Grade 4       | 268.16   | 272.50   | 243.80   | 255.97   | 263.60   | 276.85   | 256.47   |
| Grade 5       | 256.29   | 267.44   | 271.77   | 243.14   | 255.28   | 262.88   | 274.08   |
| Grade 6       | 283.92   | 285.67   | 298.10   | 302.92   | 271.01   | 284.55   | 284.26   |
| Grade 7       | 312.92   | 281.27   | 283.00   | 295.31   | 300.09   | 268.48   | 281.70   |
| Grade 8       | 318.82   | 317.80   | 285.65   | 287.41   | 299.92   | 304.77   | 265.80   |
| Grade 9       | 324.00   | 333.71   | 332.65   | 299.00   | 300.84   | 313.93   | 313.73   |
| Grade 10      | 356.70   | 323.56   | 333.27   | 332.21   | 298.60   | 300.44   | 310.79   |
| Grade 11      | 343.61   | 345.70   | 313.58   | 322.99   | 321.96   | 289.39   | 297.44   |
| Grade 12      | 309.51   | 360.16   | 362.35   | 328.69   | 338.54   | 337.47   | 286.50   |
| PreK-12       | 3,805.37 | 3,824.13 | 3,776.04 | 3,721.88 | 3,677.23 | 3,577.61 | 3,460.79 |
| K-12          | 3,757.61 | 3,773.97 | 3,728.58 | 3,675.03 | 3,634.14 | 3,542.98 | 3,424.07 |
|               |          |          |          |          |          |          |          |
|               |          |          |          |          |          |          |          |
|               | 2022-23  | 2023-24  | 2024-25  | 2025-26  | 2026-27  | 2027-28  | 2027-28  |
| EC            | 47.76    | 50.16    | 47.45    | 46.85    | 43.10    | 34.63    | 36.72    |
| K             | 239.98   | 252.04   | 238.46   | 235.41   | 216.56   | 174.03   | 174.36   |
| 1-3           | 743.71   | 734.12   | 765.95   | 771.98   | 767.72   | 730.18   | 678.95   |
| 4-6           | 808.37   | 825.61   | 813.66   | 802.04   | 789.89   | 824.28   | 814.81   |
| 7-12          | 1,965.56 | 1,962.21 | 1,910.51 | 1,865.61 | 1,859.96 | 1,814.49 | 1,755.95 |
| ADM           | 3,805.37 | 3,824.13 | 3,776.04 | 3,721.88 | 3,677.23 | 3,577.61 | 3,460.79 |
| WADM          | 4,198.48 | 4,216.57 | 4,158.14 | 4,095.00 | 4,049.23 | 3,940.51 | 3,811.99 |

**2. A List of Existing School Facilities**

- a) by year constructed,
- b) their uses, and
- c) an assessment of the extent to which alternate facilities are available within the school district boundaries and in adjacent school districts.

**Description of Existing Facilities/Utilization**

Northfield Public Schools operates eight total facilities, which is not proposed to change as a part of this proposal. Below is a chart including building names, addresses, years built, square feet (by year built, and in total) and site acreage.

| Building Name / Use                                   | Address                    |            | Year Built | Square Feet  | Acreage        |                                      |
|---|----------------------------|------------|------------|--------------|----------------|--------------------------------------|
| Bridgewater Elementary (K-5)                          | 401 Jefferson Parkway      | Northfield | 55057      | 1998         | 84,000         | 10 acres                             |
|   |                            |            |            | 2019         | 3,728          |                                      |
|   |                            |            |            | <b>TOTAL</b> | <b>87,728</b>  |                                      |
| Greevale Park Elementary (K-5)                        | 500 Lincoln Parkway        | Northfield | 55057      | 2020         | 93,600         | 21 acres (shared with HCEC)          |
|   |                            |            |            | <b>TOTAL</b> | <b>93,600</b>  |                                      |
| Spring Creek Elementary (K-5)                         | 1400 Maple Street          | Northfield | 55057      | 1962         | 37,959         | 21 acres                             |
|   |                            |            |            | 1976         | 10,437         |                                      |
|   |                            |            |            | 1990         | 14,673         |                                      |
|   |                            |            |            | 2003         | 264            |                                      |
|   |                            |            |            | 2010         | 12,515         |                                      |
|   |                            |            |            | 2020         | 10,702         |                                      |
| <b>TOTAL</b>  | <b>86,550</b>              |            |            |              |                |                                      |
| Northfield Middle School (6-8)                        | 2200 Division Street South | Northfield | 55057      | 2004         | 208,000        | 61 acres                             |
|   |                            |            |            | <b>TOTAL</b> | <b>208,000</b> |                                      |
| Northfield High School (9-12)                         | 1400 Division Street South | Northfield | 55057      | 1964         | 179,098        | 36 acres                             |
|   |                            |            |            | 1970         | 6,030          |                                      |
|   |                            |            |            | 1993         | 20,950         |                                      |
|   |                            |            |            | 1997         | 29,816         |                                      |
|   |                            |            |            | 1998         | 24,765         |                                      |
|   |                            |            |            | 2002         | 9,900          |                                      |
| <b>TOTAL</b>  | <b>270,559</b>             |            |            |              |                |                                      |
| Northfield Community Ed. Center (ABE, Early Learning) | 700 Lincoln Parkway        | Northfield | 55057      | 1970         | 66,999         | 21 acres (shared with Greevale Park) |
|   |                            |            |            | <b>TOTAL</b> | <b>66,999</b>  |                                      |
| District Office/ALC                                   | 201 Orchard Street South   | Northfield | 55057      | 1941         | 40,382         | 2.5 acres                            |
|   |                            |            |            | 1962         | 12,470         |                                      |
| <b>TOTAL</b>  | <b>52,852</b>              |            |            |              |                |                                      |
| District Maintenance Shop                             | 720 Gleason Rd.            | Dundas     | 55109      | 1994         | 10,080         |                                      |
|   |                            |            |            | <b>TOTAL</b> | <b>10,080</b>  |                                      |

**Available Alternate Facilities**

The proposal in this Review and Comment suggests continued reuse of the Northfield High School facility and site, and as such no alternate facilities were explored to address the needs.

**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need
- b) Process Used to Determine Deficiencies
- c) List of How Deficiencies will be Addressed
- d) Specific Benefits to Students, Teachers and Community

**Process Used to Determine Deficiencies**

Northfield High School has been studied for nearly a decade, with an unsuccessful request made to the voters in 2017 to replace the facility. In 2018, the District held a successful bond referendum to address safety/security as well as Elementary needs, and in 2022 began discussions around the High School again. The staff, students and community were engaged in the process via a Task Force that met four times. Their charge was as follows:

*Develop a Facilities Master Plan for Northfield High School for recommendation to the School Board that will:*

- *Best serve the School District's educational goals*
- *Be financially attainable and sustainable*
- *Reflect the values and priorities of the communities of Northfield Public Schools*
- *Accommodate the District's 9-12 enrollment and programs hosted*
- *Cover anticipated needs for the next 20 years, as well as recognize major issues beyond that time frame*
- *Be consistent with the School District's Strategic Plan*
- *Recommend optimal use of facilities, accommodate projected enrollment and support educational delivery along with the rationale for the recommendations*

*To do this, the Task Force will analyze data in order to:*

- *Understand and quantify building capacity for Northfield High School, including relevant Community Education or community programming*
- *Understand facility maintenance needs and recommend priorities to the District*
- *Address both capital costs and operational costs*

The Task Force met four times and reviewed information about building capacity; building condition; safety and security; feedback gathered from staff and students; and had various discussions about the best path forward. They developed the below Findings and Needs statements that helped shape the solutions studied further by the School Board/Administration. A copy of the building condition report is available in Appendix B, and a detailed presentation summarizing of the Task Force's work is available in Appendix C.

**Building Condition Findings**

- Northfield High School was originally built in 1964 and has been added onto several times, including in 1970, 1992, 1996, and 1997. While upgrades have been done to the buildings' systems over time (including large mech/elec renovation in 2002), many of the systems and components throughout the building are past their useful life.
- Occupants of the building report uneven heating and cooling, including areas without cooling.

**3. A List of the Specific Deficiencies of the Facilities**

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**(cont')**

- The building envelope requires improvements for insulation and water intrusion, including waterproofing, tuckpointing, roof work, and windows.
- The restrooms and locker room areas are in poor condition.
- There are elements of the High School that are not in compliance with the ADA (Americans with Disabilities Act), and occupants with mobility needs report challenges with some of the level changes in the building.
- Needs anticipated in the next 10+ years are around \$38M (in 2022 dollars).

**Building Condition Needs Statements**

- The systems of Northfield High School should provide an environment that is safe, healthy, and encourages learning, including appropriate and reliable temperature and indoor air quality.
- The Master Plan should address all known maintenance needs for the facility.
- All buildings need to meet accessibility codes to support all those who use the buildings, including students, staff, and the community. The buildings should be designed with universal access to all spaces.
- The Master Plan should prioritize sustainability and energy efficiency with a focus on lowering operating costs.
- The Master Plan should prioritize access to improved lighting, including interior lighting upgrades and access to natural daylight.

**Programming and Future Readiness Findings**

- Special education programming has changed significantly since the time the building was built, and there are layout/configuration challenges.
- Specialized environments, like FACS, Science, and T&E do not have appropriate provisions, including adequate lab space, equipment, and space relationships.
- The music wing struggles with inaccessible tiered floors, being on a different level from the auditorium, and inadequate space. Practice rooms, instrument storage, and enough rehearsal spaces are needed.
- The building has a small amount of flexible learning space, which has been embraced and building users highly value. In general, much of the NHS facility is inflexible.

**Programming and Future Readiness Needs Statements**

- Northfield High School should be designed to support the mission and vision of the District, including community expectations and current/future programming.
- The Master Plan should include flexible/multiuse, welcoming spaces for students and staff.

**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need*
- b) Process Used to Determine Deficiencies*
- c) List of How Deficiencies will be Addressed*
  - . Specific Benefits to Students, Teachers and Community*

**(cont')**

- The Master Plan should update hands-on spaces, such as FACS, Science, and T&E to match current and future programming and provide spaces for all students to succeed.
- The Master Plan should include flexible furniture throughout the facility to support adaptability and choice.
- The Master Plan should include appropriate spaces for special education.
- The Master Plan should include adequate space for music rehearsals that is accessible and includes appropriate practice and storage space.

**Performance, Activities and Community Spaces Findings**

- Physical education offerings during the day do not have enough space, leading to scheduling challenges and classes being held in inappropriate environments like hallways.
- The type and quantity of activities offerings has increased significantly since the building was built, and there is not enough space at the high school. This leads to scheduling challenges and practices occurring late in the evening.
- The locker rooms are in poor condition and are not comfortable for users.
- The outdoor fields require constant maintenance and are oftentimes inaccessible for use due to drainage and the wear/tear from high demand.
- Storage is scattered throughout the building and undersized, including lockers.
- The technology/systems of the auditorium require replacement, including lighting, sound systems, rigging, and seats.

**Performance, Activities, and Community Spaces Needs Statements**

- The High School should have adequate on-site space to support daytime physical education needs as well as before/after school activities. The Master Plan should work to minimize the use of offsite facilities and ensure high utilization of onsite amenities.
- The locker rooms should support supervision and user comfort as well as accommodate the variety of groups that may need to access the space at the same time.
- The Master Plan should address the lack of circulation around the gymnasium to avoid having to walk through spaces to access others.
- The systems and technology in the auditorium and gymnasium should support demands for both District and community use.
- The Master Plan should include a flexible performance space (Black Box or similar) to accommodate a range of performance and meeting space demands.
- The Master Plan should include accessible and attractive common spaces for both daytime and community use.

**3. A List of the Specific Deficiencies of the Facilities**

- a) *Demonstrating Need*
- b) *Process Used to Determine Deficiencies*
- c) *List of How Deficiencies will be Addressed*
- d) *Specific Benefits to Students, Teachers and Community*

**Wayfinding and Safety Findings**

- Northfield High School has many exterior doors which are difficult to control.
- The overall layout of the building can be confusing to visitors and disorienting to users.

**Wayfinding and Safety Needs Statements**

- The design of Northfield High School should support the District's safety and security standard, including screening visitors before entering the building and creating secure zones within the facility. The design of security systems should be seamless with the building environment.
- The Master Plan should provide for safe and efficient exterior traffic flow for students, staff, buses, drop-off/pick-up vehicles, bicycles, and pedestrians.
- The building should be safe and welcoming for students, staff, and the community.

The School Board and Administration continued the work around Northfield High School in 2023 and a summary of their work/timeline associated is on the following page. This work included:

- Review of 2022 Task Force's work
- Community input meetings
- Tours of the building for the public
- Multiple work sessions of the Board to discussion options
- Community survey for input on scope and tax impact tolerance

The Board and Administration documented the challenges with Northfield High School and analyzed options forward which included a maintenance-only option; a maintenance plus expanded gym; the "reimagine" option (selected option); a new building on the current site; and a new building on a new site. These options were cost estimated and evaluated against how well the addressed all of the evaluated challenges. This process was documented in Appendix D.

Prior to making a decision, the Board and Administration contracted with Morris-Leatherman to do a stratified sample community survey around the needs to be addressed as well as the tax impacts associated with those needs/options. The presentation from Morris-Leatherman can be found in Appendix E; in summary, the community survey showed support for the needs to be identified along with a likely successful outcome if the tax impact remained within the recommended range.

Option 2, as it came to be known "Reimagine" Northfield High School, was seen as the best union between addressing all identified challenges and staying within recommended tax impact. This plan proposes to replace the portions of NHS which are in poor condition and do not lend

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themselves to the best educational environments and reinvesting in the portions of the building which have fewer challenges (auditorium; game gym; media center; existing office; and “V Wing”). After discussion, the Board determined they would put forth expanded gymnasium facilities as a Question 2 on the ballot to provide voters with choice and to keep the request as a part of Question 1 within the recommended range. Finally, the potential of including a geothermal heating/cooling system as a Question 3 was recommended to gauge community value around energy efficiency and carbon impact.

Reimagine Northfield High School represents the “goldilocks” option that sets Northfield Public Schools and its staff, students and community up for a bright future to achieve their mission and goals while keeping fiscal responsibility in mind.

| Date          | Action  |
|---------------|---|
| October 2023  | <ul style="list-style-type: none"> <li>• The board considered a random stratified sample voter survey</li> <li>• The board discusses the timeline for the potential 2024 bond election</li> </ul>   |
| November 2023 | <ul style="list-style-type: none"> <li>• The board reviewed previous high school discussions from 2017 and 2022 and clarified the purpose of a potential high school bond</li> <li>• The board considered options for addressing high school deficiencies</li> <li>• Nov. 16: work session date (5:30 pm—7:30 pm)</li> <li>• Nov. 18: NHS building tour for the public (10 am—12 pm)</li> </ul>   |
| December 2023 | <ul style="list-style-type: none"> <li>• The board considered options for addressing high school deficiencies</li> <li>• Dec. 4: work session (5:30 pm—7:30 pm)</li> <li>• Dec. 9: bus trip to tour Owatonna High School (Depart from NHS Door No. 1 at 12:15 pm)</li> <li>• Dec. 12: NHS building tour for the the public (6 pm—8 pm)</li> </ul>   |
| January 2024  | <ul style="list-style-type: none"> <li>• The board considered options for addressing high school deficiencies</li> <li>• Random stratified sample community survey is conducted by Morris-Leatherman on Jan. 8</li> <li>• Jan. 16: board work session (5:30 pm—7:30 pm) at NHS media center</li> <li>• Jan. 20: NHS building tour for the public (10 am—12 pm)</li> <li>• Jan. 29: Public meeting and feedback session (6 pm—8 pm) at NHS auditorium</li> </ul> |
| February 2024 | <ul style="list-style-type: none"> <li>• Feb. 3: NHS building tour for the public (10 am—12 pm)</li> <li>• Feb. 26: board received random stratified sample survey results at regular meeting</li> </ul>  |
| March 2024    | <ul style="list-style-type: none"> <li>• March 5: board work session (4:00 pm—5:59 pm) at the NHS media center</li> <li>• March 11: Board vote to proceed with “Reimagine Northfield High School” as a three-question referendum on the Nov. 2024 ballot</li> </ul>   |



**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need*
- b) Process Used to Determine Deficiencies*
- c) List of How Deficiencies will be Addressed*
- d) Specific Benefits to Students, Teachers and Community*

**Summary – Plan Overview:**

- If Question 1 passes, the plan includes a 120,000-square-foot multi-story classroom addition. It involves strategically demolishing the D, H, M and S wings (102,000 square feet) and renovating the remainder of the existing square footage. Cost: \$95.38 million.
- If Question 2 passes (contingent on Question 1 passing), the plan features a gymnasium addition big enough for four full-sized basketball courts. It would dramatically improve indoor physical education, athletic and community recreation access. Cost: \$18.725 million.
- If Question 3 passes (contingent on Questions 1 and 2 passing), the plan includes installing a geothermal system to heat and cool the building. Cost: \$6.975 million.

A conceptual test fit of the plan is available in Appendix F.

**Specific Benefits to Students, Teachers and Community**

The proposed referendum will address capacity, safety and security, program needs, and learning spaces for all students, staff, and community members who utilize Northfield High School.

**4. A Description of the Project including:**

- a) *Site and Outdoor Acreage*
- b) *Square Footage Allocations*
- c) *Estimated Expenditures*
- d) *Schedule*

**Site and Outdoor Acreage**

The proposed site is the existing High School, which is a 36 acre site. While this falls slightly short of current guidelines around ideal acreage for a 1,500 student High School, the reuse of the existing building in part as well as investment in a multi-story addition will improve upon the utilization of the current site to support needed uses around parking, green space, and facility space. The conceptual test fit in Appendix F reviews anticipated building / parking lot coverage vs. open green space.

**Square Footage Allocations**

Square footage allocations were primarily developed through utilization of Minnesota Department of Education School Construction Guidelines for square foot per student based on building use and size. A space summary was also developed that is available in Appendix G that includes identified spaces and sizes based on input from the High School administration.

**4. A Description of the Project including:**

- a) Site and Outdoor Acreage
- b) Square Footage Allocations
- c) Estimated Expenditures
- d) Schedule

**Estimated Expenditures – Summary**

*A detailed version of this budget can be found in Appendix H.*

| Area              | Description  | Recommended Project Budget |
|-------------------|--|----------------------------|
| D/H/S/M Wings     | Demolition of D, H, S, M wing                            | \$ 1,374,141               |
| New Construction  | Reconstruct Classrooms, Cafeteria/Commons, Music         | \$ 56,083,125              |
| New Construction  | Storm Shelter  | \$ 1,875,000               |
| Renovation        | Reconstruct Remaining Uninsulated Envelope from 1964     | \$ 2,655,000               |
| Light Renovation  | Auditorium Renovation                                    | \$ 3,939,946               |
| Medium Renovation | Medium Renovation of V Wing                              | \$ 7,287,500               |
| Light Renovation  | Light Renovation of Media Center & other remaining space | \$ 3,953,125               |
| Heavy Renovation  | Gymnasium Renovation                                     | \$ 1,976,563               |
| Heavy Renovation  | Music Rooms Renovation                                   | \$ 1,870,000               |
| Heavy Renovation  | Locker Room Renovation                                   | \$ 4,147,500               |
| Kitchen           | Replacement Kitchen Equipment (50%)                      | \$ 875,000                 |
| All               | New Flexible Furniture                                   | \$ 4,045,191               |
| Site              | Parking Lot  | \$ 3,898,227               |
| Site              | Reconstruct Tennis Courts                                | \$ 1,850,000               |
|                   |  | <b>\$ 95,830,316</b>       |
| <b>Question 2</b> |  |                            |
| New Construction  | Expanded Gym (4 station)                                 | \$ 18,762,500              |
|                   |  | <b>\$ 18,762,500</b>       |
| <b>Question 3</b> |  |                            |
| New Construction  | Geothermal   | \$ 7,000,000               |
|                   |  | <b>\$ 7,000,000</b>        |
|                   |  | <b>\$ 121,592,816</b>      |

**Note: All estimates are Project Costs and include fees, testing, permits, contingency, etc.**

**Note: It is anticipated by the School Board that any surplus from the above noted projects (if any) will be used for yet unidentified deferred maintenance, capital expenditures for technology and/or equipment, or space expansion or other betterment of school facilities.**

**4. A Description of the Project including:**

- a) *Site and Outdoor Acreage*
- b) *Square Footage Allocations*
- c) *Estimated Expenditures*
- d) *Schedule*

**Estimated Operational Expenditures**

This project in large part replaces existing square footage and will improve energy efficiency greatly. That being said, there are anticipated increases in costs for cleaning and utilities associated with additional square footage as well as providing dehumidification and sufficient ventilation to areas that lack these things today. The potential of a geothermal heating/cooling system to be funded via Question 3 would have a large impact on potential cost savings in regards to utilities.

**Preliminary Schedule**

Conceptual phasing of the plan has been reviewed, summarized below. Please note that this phasing is subject to change based on final design.

|                                     |                              |
|-------------------------------------|------------------------------|
| Review and Comment Submittal to MDE | April 2024                   |
| Review and Comment MDE Review       | April 2024 – June/July 2024  |
| Referendum                          | November 5, 2024             |
| Design                              | December 2024 – January 2026 |
| Construction (in phases)            | Spring 2026 – Spring 2029*   |

*\*exact phasing to be determined after design is complete*

**5. A Specification of the Source of Project Financing including:**

- a) *applicable statutory citations,*
- b) *the scheduled date for a bond issue or school board action,*
- c) *a schedule of payments, including debt service equalization aid, and*
- d) *the effect of a bond issue on local property taxes by property class and valuation*

Northfield Public Schools, ISD #659 proposes to obtain financing from the sale of General Obligation bonds. The School District will seek voter approval of three ballot question on Tuesday, November 5, 2024, pursuant to Minnesota Statutes Chapter 475 which, if approved, would result in a bond financing of \$121,080,000. The District plans to split the bonding authority into two separate bond issues, with total financing term of up to 30 years.

The difference between the amount requested to be authorized by the voters (plus estimated interest earnings in the construction fund) and estimated underwriter's discount and costs of issuing this debt (legal and fiscal costs) equals \$121,600,000, the amount the District expects to need for construction projects.

Ehlers has prepared the following schedules which have been included on the following pages of this document:

1. Estimated sources and uses of funds for the proposed bond issues.
2. Estimated debt payment structure for the anticipated bond issues and estimated annual debt service property tax levies after accounting for the 105% levy requirement for the various ballot question combinations.
3. An analysis of the estimated tax impact on various values of residential, commercial, and agricultural properties for the proposed bond issue.

**Note: The following information has been prepared by Ehlers.**

**5. A Specification of the Source of Project Financing (continued):**

**Sources and Uses of Funds**

**ESTIMATES FOR REVIEW AND COMMENT**

**Northfield School District, ISD 659**

March 27, 2024

Estimated Sources and Uses of Funds (Two Bond Issues)  
 School Building Bonds - Election November 5, 2024

| Ballot Question                             | 1                 | 2                 | 3                | Total               |
|---|-------------------|-------------------|------------------|---------------------|
| <b>Bond Amount</b>                          | \$95,380,000      | \$18,725,000      | \$6,975,000      | \$121,080,000       |
| <b>Estimated Project Costs</b>              | \$95,800,000      | \$18,800,000      | \$7,000,000      | \$121,600,000       |
| <b>Term (Years)/Number of Levies</b>        |                   |                   |                  | 30                  |
| <b>Dated Date</b>                           |                   |                   |                  | 2/1/2025 & 5/1/2027 |
| <b>Sources of Funds</b>                     |                   |                   |                  |                     |
| Par Amount                                  | \$95,380,000      | \$18,725,000      | \$6,975,000      | \$121,080,000       |
| Investment Earnings <sup>1</sup>            | 1,580,700         | 280,880           | 104,620          | 1,966,200           |
| <b>Total Sources</b>                        | \$96,960,700      | \$19,005,880      | \$7,079,620      | \$123,046,200       |
| <b>Uses of Funds</b>                        |                   |                   |                  |                     |
| Allowance for Discount Bidding <sup>2</sup> | \$715,350         | \$140,438         | \$52,313         | \$908,100           |
| Legal and Fiscal Costs <sup>3</sup>         | 445,350           | 65,443            | 27,308           | 538,100             |
| <b>Net Available for Project Costs</b>      | <b>95,800,000</b> | <b>18,800,000</b> | <b>7,000,000</b> | <b>121,600,000</b>  |
| <b>Total Uses</b>                           | \$96,960,700      | \$19,005,880      | \$7,079,620      | \$123,046,200       |
| <b>Initial Deposit to Construction Fund</b> | \$94,219,300      | \$18,519,120      | \$6,895,380      | \$119,633,800       |

1 Estimated investment earnings for the bonds are based on an average interest rate of 1.50% with an estimated completion date of 9/1/2028.  
 2 The allowance for discount bidding is an estimate of the compensation taken by the underwriter who provides the lowest true interest cost as part of the competitive bidding process and purchases the bonds. Ehlers provides independent municipal advisory services as part of the bond sale process and is not an underwriting firm.  
 3 Includes fees for municipal advisor, bond counsel, rating agency, paying agent and county certificates for two bond issues.



5. A Specification of the Source of Project Financing (continued):

Debt Service Schedule (Question I)

ESTIMATES FOR REVIEW AND COMMENT

Northfield Public School District No. 659
Analysis of Possible Structure for Capital and Debt Levies

\$95,380,000 Bond Issue
30 Tax Levies
Wrapped Around Existing Debt

Ballot Question 1

March 27, 2024

Table with 4 columns: Type of Bond, Principal Amount, Dated Date, Interest Rate. Rows include Voter-Approved Building with amounts 40,000,000 and 55,380,000.

Main table with columns: Levy Payable, Fiscal Year, Tax Capacity, Existing Commitments (Building Bonds, M/Fac/Fac Main, H&S Bonds, Est. Debt Excess, Net Levy, Tax Rate), Other Levies (Lease Levy, Capital Project Levy), Proposed New School Building Bonds (Principal, Interest, Add'l Debt Excess, Net Levy), and Combined Totals (Initial Debt Levy, Net Levy, Tax Rate). Rows list fiscal years from 2023 to 2055.

1 Tax capacity value for taxes payable in 2023 is the actual value. Estimates for future years are based on the percentage changes as shown above.
2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.
3 Debt excess adjustment for taxes payable in 2023 and 2024 are the actual amounts. The adjustment for 2025 is an estimate using the June 30, 2023 debt service fund balance. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.
4 Assumes that the existing capital project levy would be renewed at the same tax rate prior to expiring.



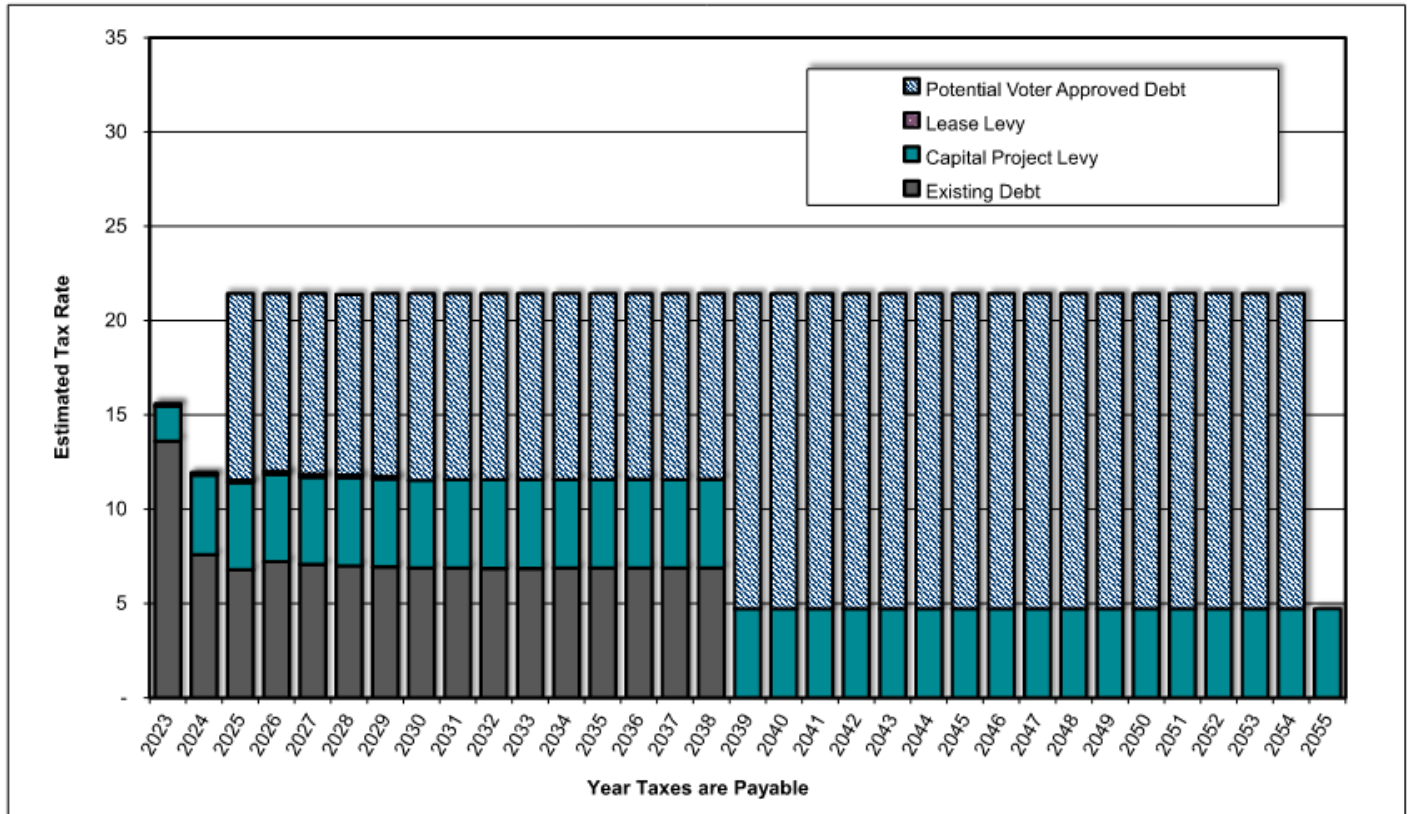
**5. A Specification of the Source of Project Financing (continued):**

**Debt Plan (Question I)**

**ESTIMATES FOR REVIEW AND COMMENT**

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

**\$95,380,000 Bond Issue**  
**30 Tax Levies**  
**Wrapped Around Existing Debt**





**5. A Specification of the Source of Project Financing (continued):**

**Debt Service Schedule (Questions 1 and 2)**

**ESTIMATES FOR REVIEW AND COMMENT**

**Northfield Public School District No. 659**  
Analysis of Possible Structure for Capital and Debt Levies

**Ballot Questions 1 & 2**

**\$114,105,000 Bond Issue**  
30 Tax Levies  
Wrapped Around Existing Debt

| Type of Bond            | Principal Amount | Dated Date | Interest Rate |
|-------------------------|------------------|------------|---------------|
| Voter-Approved Building | 40,000,000       | 02/01/25   | 5.00%         |
| Voter-Approved Building | 74,105,000       | 05/01/27   | 5.10%         |

March 27, 2024

| Levy Payable  | Fiscal Year | Tax Capacity Value <sup>1</sup><br>(\$000s) | % Chg | Existing Commitments        |  |                               |            |          |            | Other Levies                      |                   |             |             | Proposed New School Building Bonds |             |              |             | Combined Totals |  |  |  |
|---------------|-------------|---|-------|-----------------------------|--|-------------------------------|------------|----------|------------|-----------------------------------|-------------------|-------------|-------------|------------------------------------|-------------|--------------|-------------|-----------------|--|--|--|
|               |             |   |       | Building Bonds <sup>2</sup> | IR Fac/Fac Main H&S Bonds <sup>2</sup> | Est. Debt Excess <sup>3</sup> | Net Levy   | Tax Rate | Lease Levy | Capital Project Levy <sup>4</sup> | Existing Tax Rate | Principal   | Interest    | Addl. Debt Excess <sup>3</sup>     | Net Levy    | Initial Debt | Net Levy    | Tax Rate        |  |  |  |
| 2023          | 2024        | 40,415                                      | 15.6% | 4,802,551                   | 1,176,766                              | (262,095)                     | 5,497,243  | 13.60    | 59,154     | 750,000                           | 15.60             | -           | -           | -                                  | -           | 6,306,397    | 6,306,397   | 15.60           |  |  |  |
| 2024          | 2025        | 45,043                                      | 11.5% | 2,475,251                   | 1,328,513                              | (390,762)                     | 3,413,002  | 7.58     | 69,153     | 1,906,488                         | 11.94             | -           | -           | -                                  | -           | 5,378,643    | 5,378,643   | 11.94           |  |  |  |
| 2025          | 2026        | 45,944                                      | 2.0%  | 3,481,413                   | -                                      | (367,678)                     | 3,113,735  | 6.78     | 69,592     | 2,124,785                         | 11.55             | 3,085,000   | 2,000,000   | 255,000                            | 5,594,250   | 10,902,362   | 10,902,362  | 23.73           |  |  |  |
| 2026          | 2027        | 46,863                                      | 2.0%  | 3,526,563                   | -                                      | (139,257)                     | 3,387,306  | 7.23     | 69,592     | 2,167,280                         | 12.00             | 3,390,000   | 1,845,750   | -                                  | 5,497,538   | 11,121,716   | 11,121,716  | 23.73           |  |  |  |
| 2027          | 2028        | 47,800                                      | 2.0%  | 3,527,613                   | -                                      | (141,063)                     | 3,386,550  | 7.08     | 69,592     | 2,210,626                         | 11.86             | 895,000     | 4,510,766   | -                                  | 5,676,055   | 11,342,823   | 11,342,823  | 23.73           |  |  |  |
| 2028          | 2029        | 48,278                                      | 1.0%  | 3,523,150                   | -                                      | (141,105)                     | 3,382,045  | 7.01     | 69,592     | 2,254,838                         | 11.82             | 265,000     | 5,410,450   | (227,042)                          | 5,753,180   | 11,459,657   | 11,459,657  | 23.74           |  |  |  |
| 2029          | 2030        | 48,761                                      | 1.0%  | 3,523,675                   | -                                      | (140,926)                     | 3,382,749  | 6.94     | 69,592     | 2,277,387                         | 11.76             | 390,000     | 5,396,070   | (230,127)                          | 5,665,249   | 11,574,974   | 11,574,974  | 23.74           |  |  |  |
| 2030          | 2031        | 49,248                                      | 1.0%  | 3,524,942                   | -                                      | (140,947)                     | 3,383,995  | 6.87     | -          | 2,300,161                         | 11.54             | 595,000     | 5,376,390   | (233,810)                          | 6,004,600   | 11,698,405   | 11,698,405  | 23.73           |  |  |  |
| 2031          | 2032        | 49,248                                      | 0.0%  | 3,524,962                   | -                                      | (140,982)                     | 3,383,980  | 6.87     | -          | 2,323,162                         | 11.59             | 580,000     | 5,347,885   | (249,186)                          | 5,984,093   | 11,691,235   | 11,691,235  | 23.74           |  |  |  |
| 2032          | 2033        | 49,248                                      | 0.0%  | 3,522,127                   | -                                      | (140,998)                     | 3,381,128  | 6.87     | -          | 2,323,162                         | 11.58             | 610,000     | 5,318,620   | (239,384)                          | 5,985,687   | 11,689,978   | 11,689,978  | 23.74           |  |  |  |
| 2033          | 2034        | 49,248                                      | 0.0%  | 3,522,179                   | -                                      | (140,895)                     | 3,381,284  | 6.87     | -          | 2,323,162                         | 11.58             | 640,000     | 5,287,845   | (239,427)                          | 5,984,810   | 11,689,266   | 11,689,266  | 23.74           |  |  |  |
| 2034          | 2035        | 49,248                                      | 0.0%  | 3,524,962                   | -                                      | (140,897)                     | 3,384,074  | 6.87     | -          | 2,323,162                         | 11.59             | 670,000     | 5,255,556   | (239,392)                          | 5,982,440   | 11,689,677   | 11,689,677  | 23.74           |  |  |  |
| 2035          | 2036        | 49,248                                      | 0.0%  | 3,524,423                   | -                                      | (140,998)                     | 3,383,425  | 6.87     | -          | 2,323,162                         | 11.59             | 705,000     | 5,221,750   | (239,298)                          | 5,983,790   | 11,690,377   | 11,690,377  | 23.74           |  |  |  |
| 2036          | 2037        | 49,248                                      | 0.0%  | 3,525,769                   | -                                      | (140,977)                     | 3,384,792  | 6.87     | -          | 2,323,162                         | 11.59             | 740,000     | 5,186,180   | (239,352)                          | 5,983,137   | 11,691,091   | 11,691,091  | 23.74           |  |  |  |
| 2037          | 2038        | 49,248                                      | 0.0%  | 3,524,850                   | -                                      | (141,031)                     | 3,383,819  | 6.87     | -          | 2,323,162                         | 11.59             | 775,000     | 5,149,545   | (239,325)                          | 5,980,712   | 11,687,693   | 11,687,693  | 23.73           |  |  |  |
| 2038          | 2039        | 49,248                                      | 0.0%  | 3,525,323                   | -                                      | (140,994)                     | 3,384,329  | 6.87     | -          | 2,323,162                         | 11.59             | 810,000     | 5,109,745   | (239,228)                          | 5,981,754   | 11,689,244   | 11,689,244  | 23.74           |  |  |  |
| 2039          | 2040        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 4,210,000   | 5,068,625   | (374,643)                          | 9,367,913   | 11,691,075   | 11,691,075  | 23.74           |  |  |  |
| 2040          | 2041        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 4,420,000   | 4,866,230   | (374,717)                          | 9,365,325   | 11,688,487   | 11,688,487  | 23.73           |  |  |  |
| 2041          | 2042        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 4,645,000   | 4,633,240   | (374,613)                          | 9,367,539   | 11,690,701   | 11,690,701  | 23.74           |  |  |  |
| 2042          | 2043        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 4,880,000   | 4,398,895   | (374,702)                          | 9,368,138   | 11,691,300   | 11,691,300  | 23.74           |  |  |  |
| 2043          | 2044        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 5,125,000   | 4,152,695   | (374,726)                          | 9,366,854   | 11,690,016   | 11,690,016  | 23.74           |  |  |  |
| 2044          | 2045        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 5,380,000   | 3,894,135   | (374,674)                          | 9,363,168   | 11,686,330   | 11,686,330  | 23.73           |  |  |  |
| 2045          | 2046        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 5,655,000   | 3,622,710   | (374,577)                          | 9,367,069   | 11,690,231   | 11,690,231  | 23.74           |  |  |  |
| 2046          | 2047        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 5,940,000   | 3,337,415   | (374,683)                          | 9,366,603   | 11,689,765   | 11,689,765  | 23.74           |  |  |  |
| 2047          | 2048        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 6,240,000   | 3,037,740   | (374,664)                          | 9,366,963   | 11,690,125   | 11,690,125  | 23.74           |  |  |  |
| 2048          | 2049        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 6,555,000   | 2,722,930   | (374,679)                          | 9,367,148   | 11,690,310   | 11,690,310  | 23.74           |  |  |  |
| 2049          | 2050        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 6,885,000   | 2,392,230   | (374,686)                          | 9,366,406   | 11,689,568   | 11,689,568  | 23.74           |  |  |  |
| 2050          | 2051        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 7,235,000   | 2,041,275   | (374,696)                          | 9,365,433   | 11,688,595   | 11,688,595  | 23.73           |  |  |  |
| 2051          | 2052        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 7,605,000   | 1,672,290   | (374,617)                          | 9,366,537   | 11,689,699   | 11,689,699  | 23.74           |  |  |  |
| 2052          | 2053        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 7,990,000   | 1,284,435   | (374,661)                          | 9,363,495   | 11,686,657   | 11,686,657  | 23.73           |  |  |  |
| 2053          | 2054        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 8,400,000   | 876,945     | (374,540)                          | 9,366,222   | 11,689,415   | 11,689,415  | 23.74           |  |  |  |
| 2054          | 2055        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | 8,795,000   | 448,545     | (374,650)                          | 9,331,072   | 11,654,234   | 11,654,234  | 23.66           |  |  |  |
| 2055          | 2056        | 49,248                                      | 0.0%  | -                           | -                                      | -                             | -          | -        | -          | 2,323,162                         | 4.72              | -           | -           | -                                  | -           | 2,323,162    | 2,323,162   | 4.72            |  |  |  |
| <b>Totals</b> |             |   |       | 56,379,351                  | 2,505,301                              | (2,871,584)                   | 56,013,068 |          | 468,268    | 76,393,781                        |                   | 114,105,000 | 114,856,186 | (8,345,989)                        | 232,083,257 | 364,036,374  | 364,036,374 |                 |  |  |  |

1 Tax capacity value for taxes payable in 2023 is the actual value. Estimates for future years are based on the percentage changes as shown above.  
 2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.  
 3 Debt excess adjustment for taxes payable in 2023 and 2024 are the actual amounts. The adjustment for 2025 is an estimate using the June 30, 2023 debt service fund balance. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.  
 4 Assumes that the existing capital project levy would be renewed at the same tax rate prior to expiring.



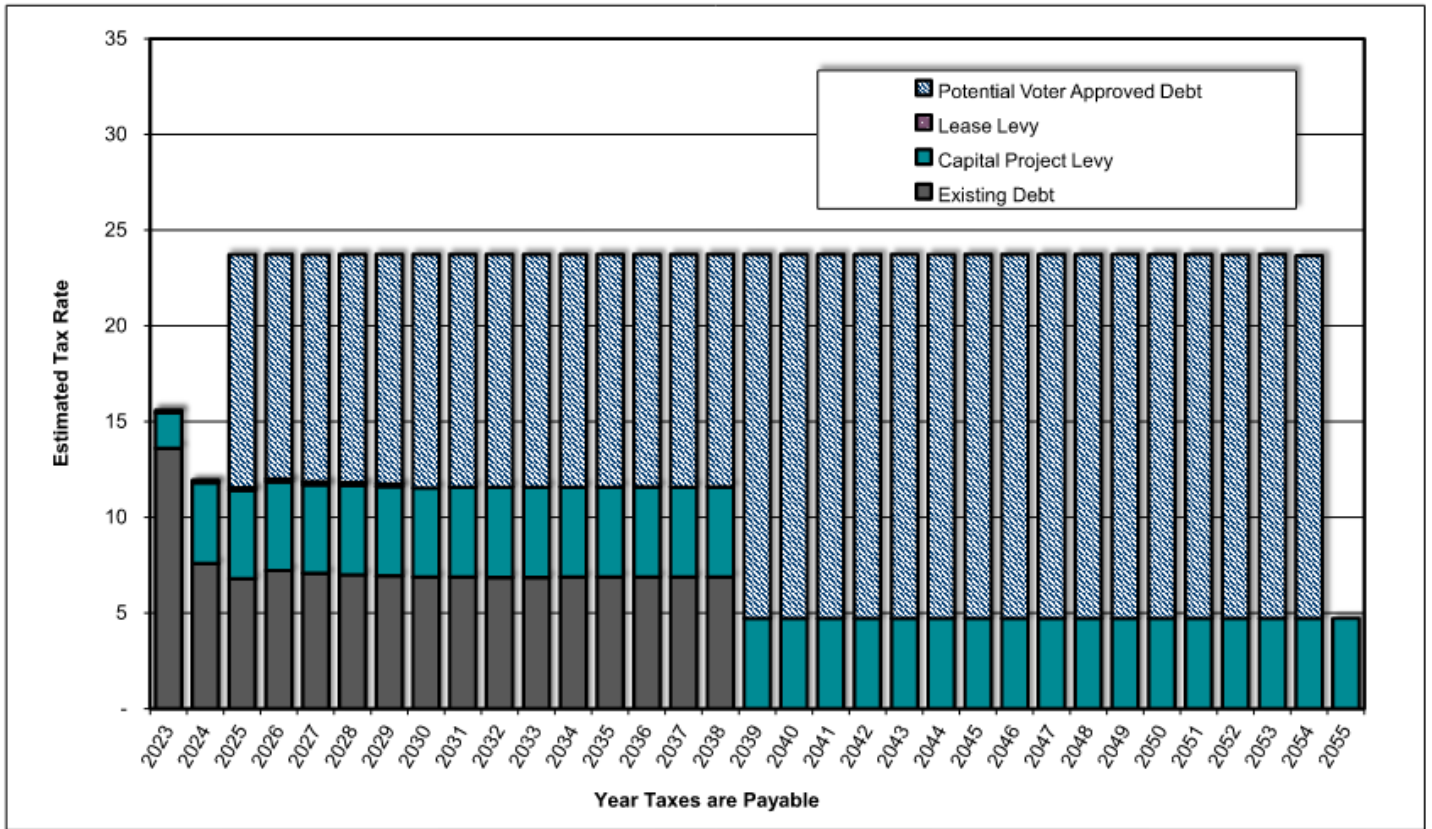
**5. A Specification of the Source of Project Financing (continued):**

**Debt Plan (Questions 1 and 2)**

**ESTIMATES FOR REVIEW AND COMMENT**

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

**\$114,105,000 Bond Issue**  
**30 Tax Levies**  
**Wrapped Around Existing Debt**



5. A Specification of the Source of Project Financing (continued):

Debt Service Schedule (Questions 1, 2 and 3)

ESTIMATES FOR REVIEW AND COMMENT

Northfield Public School District No. 659  
Analysis of Possible Structure for Capital and Debt Levies

Ballot Questions 1, 2, & 3

\$121,080,000 Bond Issue  
30 Tax Levies  
Wrapped Around Existing Debt

| Type of Bond            | Principal Amount | Dated Date | Interest Rate |
|-------------------------|------------------|------------|---------------|
| Voter-Approved Building | 40,000,000       | 02/01/25   | 5.00%         |
| Voter-Approved Building | 81,080,000       | 05/01/27   | 5.10%         |

March 27, 2024

| Levy Year     | Fiscal Year | Tax Capacity Value <sup>1</sup><br>(\$000s) | % Chg | Existing Commitments        |                               |                          |                   | Other Levies |                | Existing Tax Rate | Proposed New School Building Bonds |                    |                    |                                | Combined Totals    |                    |                    |          |
|---------------|-------------|---|-------|-----------------------------|-------------------------------|--------------------------|-------------------|--------------|----------------|-------------------|------------------------------------|--------------------|--------------------|--------------------------------|--------------------|--------------------|--------------------|----------|
|               |             |   |       | Building Bonds <sup>2</sup> | Mt/Fac/H&S Bonds <sup>2</sup> | Main Excess <sup>3</sup> | Net Levy          | Tax Rate     | Lease Levy     |                   | Capital Project Levy <sup>4</sup>  | Principal          | Interest           | Addl. Debt Excess <sup>3</sup> | Net Levy           | Initial Debt Levy  | Net Levy           | Tax Rate |
| 2023          | 2024        | 40,415                                      | 15.6% | 4,802,551                   | 1,176,788                     | (262,095)                | 5,497,243         | 13.60        | 59,154         | 750,000           | 15.60                              | -                  | -                  | -                              | -                  | 6,306,397          | 6,306,397          | 15.60    |
| 2024          | 2025        | 45,043                                      | 11.5% | 2,475,251                   | 1,328,513                     | (390,762)                | 3,413,002         | 7.58         | 59,153         | 1,906,488         | 11.94                              | -                  | -                  | -                              | -                  | 5,378,643          | 5,378,643          | 11.94    |
| 2025          | 2026        | 45,944                                      | 2.0%  | 3,481,413                   | -                             | (367,678)                | 3,113,735         | 6.78         | 69,592         | 2,124,785         | 11.55                              | 3,450,000          | 2,000,000          | 270,000                        | 5,902,500          | 11,300,612         | 11,300,612         | 24.60    |
| 2026          | 2027        | 46,863                                      | 2.0%  | 3,525,563                   | -                             | (139,257)                | 3,387,308         | 7.23         | 69,592         | 2,167,290         | 12.00                              | 3,795,000          | 1,827,500          | -                              | 5,903,625          | 11,527,804         | 11,527,804         | 24.60    |
| 2027          | 2028        | 47,800                                      | 2.0%  | 3,527,613                   | -                             | (141,053)                | 3,386,560         | 7.98         | 69,592         | 2,210,626         | 11.86                              | 1,950,000          | 4,739,060          | -                              | 6,089,013          | 11,755,781         | 11,755,781         | 24.59    |
| 2028          | 2029        | 48,276                                      | 1.0%  | 3,523,150                   | -                             | (141,105)                | 3,382,046         | 7.01         | 69,592         | 2,254,838         | 11.82                              | 385,000            | 5,719,350          | (243,561)                      | 6,166,007          | 11,872,483         | 11,872,483         | 24.59    |
| 2029          | 2030        | 48,761                                      | 1.0%  | 3,523,675                   | -                             | (140,926)                | 3,382,749         | 6.94         | 69,592         | 2,277,387         | 11.75                              | 500,000            | 5,699,925          | (246,640)                      | 6,263,281          | 11,993,009         | 11,993,009         | 24.60    |
| 2030          | 2031        | 49,248                                      | 0.0%  | 3,524,942                   | -                             | (140,947)                | 3,383,995         | 6.87         | -              | 2,300,161         | 11.54                              | 685,000            | 5,674,700          | (250,531)                      | 6,427,154          | 12,110,909         | 12,110,909         | 24.99    |
| 2031          | 2032        | 49,248                                      | 0.0%  | 3,524,962                   | -                             | (140,982)                | 3,383,980         | 6.87         | -              | 2,323,162         | 11.59                              | 705,000            | 5,640,140          | (257,086)                      | 6,405,311          | 12,112,453         | 12,112,453         | 24.59    |
| 2032          | 2033        | 49,248                                      | 0.0%  | 3,522,127                   | -                             | (140,998)                | 3,381,128         | 6.87         | -              | 2,323,162         | 11.58                              | 740,000            | 5,604,570          | (256,212)                      | 6,405,588          | 12,109,876         | 12,109,876         | 24.59    |
| 2033          | 2034        | 49,248                                      | 0.0%  | 3,522,179                   | -                             | (140,895)                | 3,381,284         | 6.87         | -              | 2,323,162         | 11.59                              | 780,000            | 5,567,235          | (256,223)                      | 6,408,373          | 12,112,830         | 12,112,830         | 24.60    |
| 2034          | 2035        | 49,248                                      | 0.0%  | 3,524,962                   | -                             | (140,897)                | 3,384,074         | 6.87         | -              | 2,323,162         | 11.59                              | 815,000            | 5,527,580          | (256,335)                      | 6,403,899          | 12,110,926         | 12,110,926         | 24.59    |
| 2035          | 2036        | 49,248                                      | 0.0%  | 3,524,423                   | -                             | (140,996)                | 3,383,425         | 6.87         | -              | 2,323,162         | 11.59                              | 860,000            | 5,486,760          | (256,148)                      | 6,407,950          | 12,114,538         | 12,114,538         | 24.60    |
| 2036          | 2037        | 49,248                                      | 0.0%  | 3,525,769                   | -                             | (140,877)                | 3,384,792         | 6.87         | -              | 2,323,162         | 11.59                              | 900,000            | 5,443,370          | (256,318)                      | 6,404,220          | 12,112,174         | 12,112,174         | 24.59    |
| 2037          | 2038        | 49,248                                      | 0.0%  | 3,524,850                   | -                             | (141,031)                | 3,383,819         | 6.87         | -              | 2,323,162         | 11.59                              | 945,000            | 5,397,965          | (256,169)                      | 6,403,944          | 12,110,926         | 12,110,926         | 24.99    |
| 2038          | 2039        | 49,248                                      | 0.0%  | 3,525,323                   | -                             | (140,994)                | 3,384,329         | 6.87         | -              | 2,323,162         | 11.59                              | 995,000            | 5,350,285          | (256,158)                      | 6,406,391          | 12,113,882         | 12,113,882         | 24.60    |
| 2039          | 2040        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 4,396,000          | 5,300,085          | (391,629)                      | 9,788,210          | 12,111,373         | 12,111,373         | 24.59    |
| 2040          | 2041        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 4,620,000          | 5,078,355          | (391,528)                      | 9,791,744          | 12,114,907         | 12,114,907         | 24.60    |
| 2041          | 2042        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 4,850,000          | 4,845,275          | (391,670)                      | 9,788,369          | 12,111,531         | 12,111,531         | 24.59    |
| 2042          | 2043        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 5,095,000          | 4,600,590          | (391,535)                      | 9,788,835          | 12,111,987         | 12,111,987         | 24.59    |
| 2043          | 2044        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 5,350,000          | 4,343,545          | (391,463)                      | 9,786,669          | 12,109,831         | 12,109,831         | 24.59    |
| 2044          | 2045        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 5,620,000          | 4,073,635          | (391,467)                      | 9,786,850          | 12,110,012         | 12,110,012         | 24.59    |
| 2045          | 2046        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 5,905,000          | 3,790,105          | (391,474)                      | 9,788,386          | 12,111,548         | 12,111,548         | 24.59    |
| 2046          | 2047        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 6,205,000          | 3,492,195          | (391,535)                      | 9,790,519          | 12,113,682         | 12,113,682         | 24.60    |
| 2047          | 2048        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 6,515,000          | 3,179,150          | (391,521)                      | 9,787,237          | 12,110,399         | 12,110,399         | 24.59    |
| 2048          | 2049        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 6,845,000          | 2,850,465          | (391,489)                      | 9,788,749          | 12,111,911         | 12,111,911         | 24.59    |
| 2049          | 2050        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 7,195,000          | 2,502,315          | (391,550)                      | 9,790,631          | 12,113,793         | 12,113,793         | 24.60    |
| 2050          | 2051        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 7,560,000          | 2,135,370          | (391,625)                      | 9,788,513          | 12,111,675         | 12,111,675         | 24.59    |
| 2051          | 2052        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 7,945,000          | 1,749,810          | (391,541)                      | 9,788,010          | 12,111,172         | 12,111,172         | 24.59    |
| 2052          | 2053        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 8,350,000          | 1,344,615          | (391,520)                      | 9,787,825          | 12,110,988         | 12,110,988         | 24.59    |
| 2053          | 2054        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 8,775,000          | 918,765            | (391,513)                      | 9,786,940          | 12,110,102         | 12,110,102         | 24.99    |
| 2054          | 2055        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | 9,240,000          | 471,240            | (391,478)                      | 9,805,324          | 12,128,487         | 12,128,487         | 24.63    |
| 2055          | 2056        | 49,248                                      | 0.0%  | -                           | -                             | -                        | -                 | -            | -              | 2,323,162         | 4.72                               | -                  | -                  | -                              | 2,323,162          | 2,323,162          | 4.72               |          |
| <b>Totals</b> |             |   |       | <b>56,379,351</b>           | <b>2,505,301</b>              | <b>(2,871,584)</b>       | <b>56,013,068</b> |              | <b>466,268</b> | <b>76,393,781</b> |                                    | <b>121,080,000</b> | <b>120,354,255</b> | <b>(8,786,109)</b>             | <b>244,719,858</b> | <b>377,502,976</b> | <b>377,502,976</b> |          |

1 Tax capacity value for taxes payable in 2023 is the actual value. Estimates for future years are based on the percentage changes as shown above.  
 2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.  
 3 Debt excess adjustment for taxes payable in 2023 and 2024 are the actual amounts. The adjustment for 2025 is an estimate using the June 30, 2023 debt service fund balance. Debt excess for future years is estimated at 4% of the prior year's initial debt service levy.  
 4 Assumes that the existing capital project levy would be renewed at the same tax rate prior to expiring.



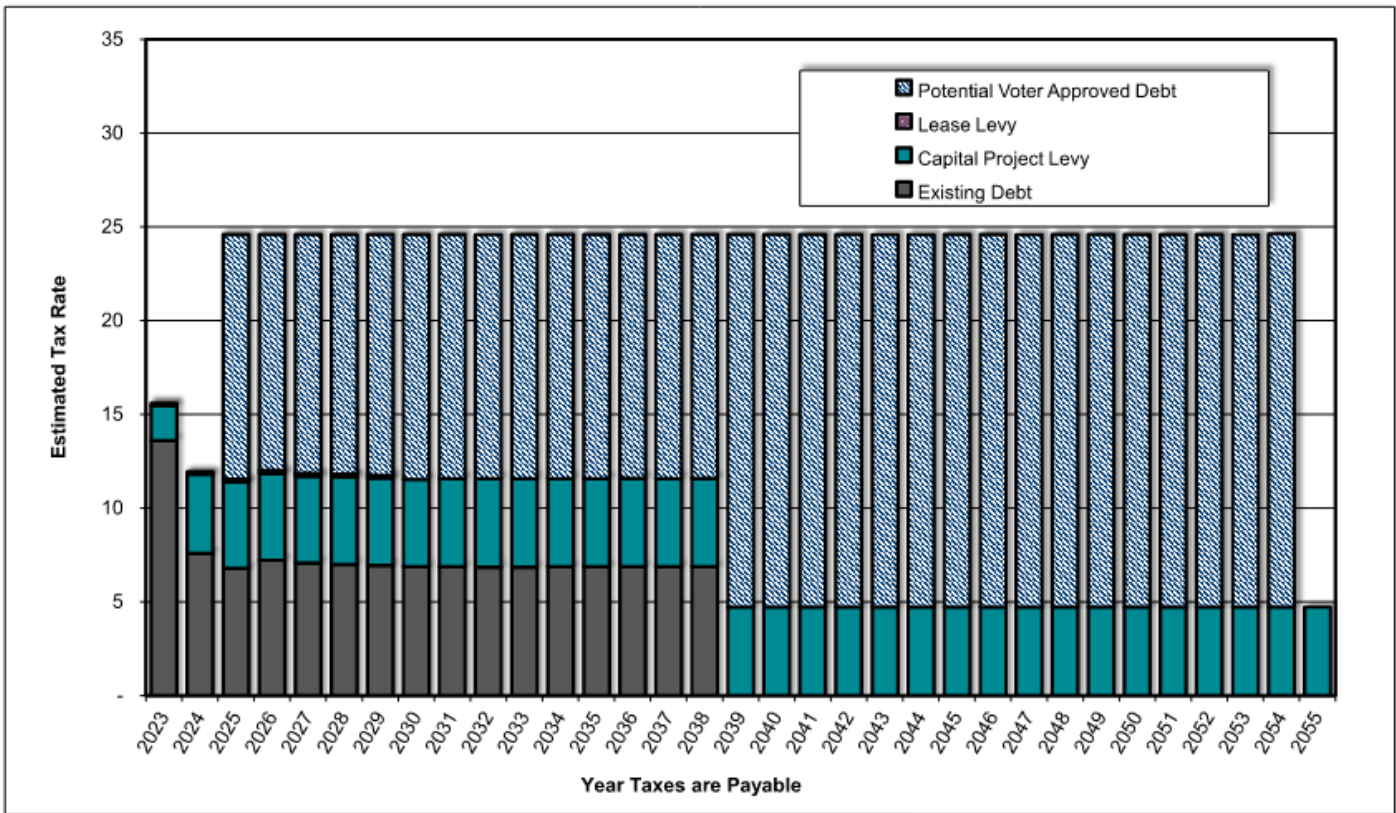
**5. A Specification of the Source of Project Financing (continued):**

**Debt Plan (Questions 1, 2 and 3)**

**ESTIMATES FOR REVIEW AND COMMENT**

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

**\$121,080,000 Bond Issue**  
**30 Tax Levies**  
**Wrapped Around Existing Debt**



**5. A Specification of the Source of Project Financing (continued):**

**Tax Impact**

ESTIMATES FOR REVIEW AND COMMENT

**Northfield Public School District No. 659**

Analysis of Tax Impact for Potential Bond Issues (Two Bond Issues)

March 27, 2024

| Bond Question          | 1            | 2            | 3           | Total         |
|------------------------|--------------|--------------|-------------|---------------|
| Bond Issue Amount      | \$95,380,000 | \$18,725,000 | \$6,975,000 | \$121,080,000 |
| Estimated Project Cost | \$95,800,000 | \$18,800,000 | \$7,000,000 | \$121,600,000 |
| Number of Years        |              |              |             | 30 Tax Levies |

| Type of Property  | Estimated Market Value | Estimated Annual Tax Impact Payable 2025 Compared to 2024* |        |        |        |
|---|------------------------|--|--------|--------|--------|
| Residential Homestead   | \$100,000              | \$48   | \$15   | \$5    | \$68   |
|   | 150,000                | 100  | 27     | 10     | 137    |
|   | 200,000                | 152  | 39     | 15     | 206    |
|   | 250,000                | 203  | 52     | 20     | 275    |
|   | 300,000                | 255  | 64     | 25     | 344    |
|   | 350,000                | 307  | 77     | 29     | 413    |
|   | 400,000                | 358  | 90     | 34     | 482    |
|   | 450,000                | 414  | 102    | 39     | 555    |
|   | 500,000                | 471  | 115    | 43     | 629    |
| Residential Non-Homestead Single Unit                                     | \$50,000               | \$47   | \$11   | \$4    | \$63   |
|   | 75,000                 | 71   | 17     | 7      | 95     |
|   | 100,000                | 95   | 23     | 9      | 127    |
|   | 150,000                | 142  | 34     | 13     | 190    |
| Residential Non-Homestead Multi Unit and Apartments                       | 200,000                | 190  | 46     | 17     | 253    |
|   | \$100,000              | \$119  | \$29   | \$11   | \$158  |
|   | 250,000                | 297  | 72     | 27     | 395    |
|   | 500,000                | 593  | 144    | 54     | 791    |
|   | 1,000,000              | 1,186  | 287    | 108    | 1,582  |
| Commercial/Industrial #   | 2,000,000              | 2,372  | 575    | 217    | 3,164  |
|   | \$100,000              | \$142  | \$34   | \$13   | \$190  |
|   | 250,000                | 403  | 98     | 37     | 538    |
|   | 500,000                | 878  | 213    | 80     | 1,171  |
|   | 750,000                | 1,352  | 328    | 124    | 1,803  |
| Agricultural Homestead** (average value per acre of land & buildings)     | 1,000,000              | 1,827  | 443    | 167    | 2,436  |
|   | \$7,000                | \$1.00   | \$0.24 | \$0.09 | \$1.33 |
|   | 8,000                  | 1.14   | 0.28   | 0.10   | 1.52   |
|   | 9,000                  | 1.28   | 0.31   | 0.12   | 1.71   |
|   | 10,000                 | 1.42   | 0.34   | 0.13   | 1.90   |
| Agricultural Non-Homestead** (average value per acre of land & buildings) | 11,000                 | 1.57   | 0.38   | 0.14   | 2.09   |
|   | 12,000                 | 1.71   | 0.41   | 0.16   | 2.28   |
|   | \$7,000                | \$1.99   | \$0.48 | \$0.18 | \$2.66 |
|   | 8,000                  | 2.28   | 0.55   | 0.21   | 3.04   |
|   | 9,000                  | 2.56   | 0.62   | 0.23   | 3.42   |
| Agricultural Non-Homestead** (average value per acre of land & buildings) | 10,000                 | 2.85   | 0.69   | 0.26   | 3.80   |
|   | 11,000                 | 3.13   | 0.76   | 0.29   | 4.18   |
|   | 12,000                 | 3.42   | 0.83   | 0.31   | 4.56   |

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

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

\*\* For all agricultural property, includes a 70% reduction due to the School Building Bond Agricultural Credit. Average value per acre is the total estimated market value of all land & buildings divided by total acres. If the property includes a home, then the tax impact on the house, garage, and one acre of land will be calculated in addition to the taxes per acre, on the same basis as a residential homestead or non-homestead property. If the same property owner owns more than \$3.5 million of agricultural homestead land and buildings, a portion of the property will be taxed at the higher non-homestead rate.



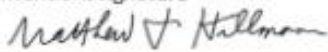
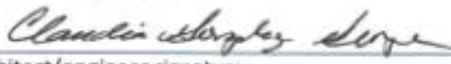

6. Documentation

**Attachment 1**  
**Review and Comment**  
**Section #6 Documentation**  
**(as amended by the 2014 Legislature)**

Documentation obligating the school district and contractors to comply with items (i) to (vii) in planning and executing the project:

- (i) The school district will be in compliance with Minnesota Statutes, section 471.345, governing municipal contracts issued for this project.
- (ii) The school district and the architects will include elements of sustainable design for this project.
- (iii) If the project installs or modifies facility mechanical systems, the school district, architect/engineers and contractors will be in compliance with school facility commissioning under Minnesota Statutes, section 123B.72, certifying the plans and designs for the heating, ventilating, air conditioning and air filtration for an extensively renovated or new facility meet or exceed current code standards, including the ASHRAE air filtration standard 52.1.
- (iv) If the project creates or modifies interior spaces, the district, architects/engineers and relevant contractors have considered the *American National Standards Institute Acoustical Performance Criteria, Design Requirements and Guidelines for Schools* on maximum background noise level and reverberation times.
- (v) The project will be in compliance with Minnesota State Fire Code.
- (vi) The project will be in compliance with Minnesota Statutes, chapter 326B, governing building codes.
- (vii) The school district and the architects/engineers have been in consultation with affected government units about the impact of the project on utilities, roads, sewers, sidewalks, retention ponds, school bus and automobile traffic, access to mass transit and safe access for pedestrians and cyclists.

The school district and architect/engineers will maintain documentation showing compliance with these items upon, and subsequent to, project completion.

|   |                    |
|---|--------------------|
| Superintendent signature<br>     | Date<br>04/16/2024 |
| Board chair signature<br>        | Date<br>04/16/2024 |
| Architect/engineer signature<br> | Date<br>04/10/2024 |

**Appendix A:**  
Enrollment Study  
(By Hazel Reinhardt, 2022)

# NORTHFIELD PUBLIC SCHOOLS ISD #659

ENROLLMENT PROJECTIONS

Hazel H. Reinhardt

January 24, 2022



# PROJECTION ENVIRONMENT

- Low fertility
  - Number of births decreasing in U.S. and Minnesota
    - Consensus among demographers that Pandemic will result in fewer births for several years
      - 2020 U.S. births lowest since 1979
- Less mobility
  - U.S. fewer than 10 percent moved last year
    - Was 20 per cent per year since WWII
- Population aging
  - Different new housing mix
- Immigration from abroad slowed

# PROJECTION ENVIRONMENT

- Minnesota population back to pattern of net out migration

# COVID-19 AFFECTS

- Minnesota public school enrollment in 2020-21
  - Kindergarten classes smaller as students attended no school or homeschooled or sent to private schools
  - Other elementary grades also lost students to home schools or private schools
  - Middle school and high school enrollment less affected
- Northfield Public Schools
  - 2020-21 kindergarten class smaller than usual but “missing” students appear to be back in Grade 1 in 2021-22
  - Home school enrollment still a little higher than typical

# OTHER

- 2021-22—Two atypical events
  - Fewer students transferred into Grade 9 than in previous years
  - Net out migration from Grade 9 to Grade 10

# EDUCATION CHOICES

2019-20

|                     | Minnesota | Northfield |
|---------------------|-----------|------------|
| Nonpublic settings  | 8.8%      | 7.0%       |
| Traditional schools | 6.7%      | 3.5%       |
| Home schools        | 2.1%      | 3.5%       |
| Public Options      |           |            |
| Open enrollment     | 8.7%      |            |
| In                  |           | 10.6%      |
| Out                 |           | 5.2%       |
| Charter schools     | 6.4%      | 6.1%       |
| Capture Rate        | 76.6%     | 79.7%      |

# ENROLLMENT

- From 2011-12 to 2021-22
  - Enrollment increased by 11 students or 0.3%
    - Nonresident students increased from 276 to 454
      - 2021-22 nonresidents 11.9% of enrollment
  - Resident enrollment decreased by 167 students or -4.7%
  - District's school age population decreased by 90 students or -2.1%
  - Market share is 79.7%

# ENROLLMENT

| Year    | Total | Resident | Nonresident |
|---------|-------|----------|-------------|
| 2011-12 | 3,799 | 3,523    | 276         |
| 2012-13 | 3,830 | 3,538    | 292         |
| 2013-14 | 3,818 | 3,521    | 297         |
| 2014-15 | 3,887 | 3,605    | 282         |
| 2015-16 | 3,906 | 3,625    | 281         |
| 2016-17 | 3,968 | 3,655    | 313         |
| 2017-18 | 4,015 | 3,604    | 411         |
| 2018-19 | 3,999 | 3,596    | 403         |
| 2019-20 | 3,953 | 3,534    | 419         |
| 2020-21 | 3,883 | 3,428    | 455         |
| 2021-22 | 3,810 | 3,356    | 454         |

Excludes Early Childhood and four independent study students

# COMPONENTS OF ENROLLMENT CHANGE

| Fall to Fall | Total     |            | Natural<br>Increase/Decrease | Net<br>Migration |
|--------------|-----------|------------|------------------------------|------------------|
|              | #         | %          |                              |                  |
| 2011 to 2012 | 31        | 0.8%       | -53                          | 84               |
| 2012 to 2013 | -12       | -0.3%      | -118                         | 106              |
| 2013 to 2014 | 69        | 1.8%       | -63                          | 132              |
| 2014 to 2015 | 19        | 0.5%       | -85                          | 104              |
| 2015 to 2016 | 62        | 1.6%       | -97                          | 159              |
| 2016 to 2017 | 47        | 1.2%       | -77                          | 124              |
| 2017 to 2018 | -16       | -0.4%      | -83                          | 67               |
| 2018 to 2019 | -46       | -1.2%      | -133                         | 87               |
| 2019 to 2020 | -70       | -1.8%      | -140                         | 70               |
| 2020 to 2021 | -73       | -1.9%      | -152                         | 79               |
| <b>Total</b> | <b>11</b> | <b>---</b> | <b>-1,001</b>                | <b>1,012</b>     |

Excludes Early Childhood



# ENROLLMENT

| Grade | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 |
|-------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| K     | 269     | 281     | 237     | 266     | 251     | 247     | 269     | 252     | 247     | 204     | 243     |
| 1     | 255     | 270     | 299     | 257     | 275     | 262     | 250     | 272     | 254     | 241     | 233     |
| 2     | 284     | 251     | 266     | 292     | 270     | 284     | 276     | 245     | 259     | 254     | 247     |
| 3     | 272     | 277     | 256     | 274     | 292     | 275     | 281     | 281     | 247     | 249     | 264     |
| 4     | 264     | 271     | 278     | 272     | 280     | 306     | 275     | 282     | 280     | 246     | 256     |
| 5     | 306     | 268     | 278     | 284     | 269     | 299     | 317     | 275     | 287     | 281     | 248     |
| 6     | 266     | 338     | 297     | 312     | 311     | 299     | 327     | 340     | 308     | 313     | 309     |
| 7     | 306     | 271     | 347     | 305     | 318     | 324     | 302     | 330     | 341     | 307     | 309     |
| 8     | 296     | 317     | 269     | 341     | 296     | 334     | 329     | 296     | 333     | 342     | 303     |
| 9     | 310     | 319     | 331     | 292     | 365     | 318     | 357     | 355     | 321     | 369     | 347     |
| 10    | 301     | 311     | 323     | 328     | 305     | 368     | 328     | 359     | 364     | 313     | 351     |
| 11    | 336     | 301     | 308     | 328     | 330     | 306     | 369     | 332     | 368     | 369     | 309     |
| 12    | 334     | 355     | 329     | 336     | 344     | 346     | 335     | 380     | 344     | 395     | 391     |
| Total | 3,799   | 3,830   | 3,818   | 3,887   | 3,906   | 3,968   | 4,015   | 3,999   | 3,953   | 3,883   | 3,810   |

Excludes Early Childhood and four independent study students

# RESIDENT BIRTHS

| Years       | Minnesota     | Rice County |
|-------------|---------------|-------------|
| 2005        | 70,950        | 794         |
| 2006        | 73,515        | <b>842</b>  |
| <b>2007</b> | <b>73,675</b> | 796         |
| 2008        | 72,382        | 794         |
| 2009        | 70,617        | <b>748</b>  |
| 2010        | 68,407        | 720         |
| 2011        | 68,416        | 733         |
| 2012        | 68,783        | 744         |
| 2013        | 69,183        | 732         |
| 2014        | 69,916        | 661         |
| 2015        | 69,835        | 717         |
| 2016        | 69,746        | 812         |
| 2017        | 68,603        | 752         |
| 2018        | 67,348        | 728         |
| 2019        | 66,033        | 720         |
| 2020        | n.a.          | n.a.        |

# KINDERGARTEN AS A PERCENTAGE OF RICE COUNTY REMAINDER KINDERGARTEN POOL

| Birth Years | Pool | Percentage | Kindergarten Year |
|-------------|------|------------|-------------------|
| 2005; 2006  | 826  | 32.6%      | 2011-12           |
| 2006; 2007  | 811  | 34.6%      | 2012-13           |
| 2007; 2008  | 795  | 29.8%      | 2013-14           |
| 2008; 2009  | 763  | 34.9%      | 2014-15           |
| 2009; 2010  | 729  | 34.4%      | 2015-16           |
| 2010; 2011  | 729  | 33.9%      | 2016-17           |
| 2011; 2012  | 740  | 36.4%      | 2017-18           |
| 2012; 2013  | 736  | 34.2%      | 2018-19           |
| 2013; 2014  | 685  | 36.1%      | 2019-20           |
| 2014; 2015  | 698  | 29.2%      | 2020-21           |
| 2015; 2016  | 781  | 31.1%      | 2021-22           |
| 2016; 2017  | 772  |            | 2022-23           |
| 2017; 2018  | 736  |            | 2023-24           |
| 2018; 2019  | 722  |            | 2023-24           |

# RATIO OF KINDERGARTEN TO BIRTHS

- Northfield's share of the Rice County pool has decreased
  - Since 2011-12, share averaged 33.4%
  - Past four years—32.7%
  - Past three years—32.1%
  - Past two years—30.2%

# KINDERGARTEN/BIRTH RATIOS

- Cohort survival method
  - Kindergarten assumptions
    - Low is 32.7% (average of the past four years)
    - High is 33.4% (average of past 11 years))
  - Longer-term
    - In past 15 years, Rice County resident births decreased slightly from 1.12% to 1.09% percent of Minnesota resident births. Assumed Rice County would be at 1.09% (average of the past five years) for the next several years

# PROJECTED MINNESOTA 0-YEAR OLDS

| Year               | Projected Number | Adjusted Number |
|--------------------|------------------|-----------------|
| <b>2017 Actual</b> | <b>68,603</b>    |                 |
| 2017               | 70,312           |                 |
| <b>2018 Actual</b> | <b>67,348</b>    |                 |
| 2018               | 70,395           |                 |
| <b>2019 Actual</b> | <b>66,033</b>    |                 |
| 2019               | 70,373           |                 |
| 2020               | 70,325           | 65,965          |
| 2021               | 70,274           | 65,917          |
| 2022               | 70,227           | 65,873          |
| 2023               | 70,191           | 65,814          |
| 2024               | 70,164           | 65,811          |
| 2025               | 70,161           | 65,811          |

Adjusted number is 93.8 percent of projected number

# PROJECTED KINDERGARTEN POOL

| Year    | Number |
|---------|--------|
| 2021-22 | 781    |
| 2022-23 | 772    |
| 2023-24 | 736    |
| 2024-25 | 722    |
| 2025-26 | 720    |
| 2026-27 | 720    |
| 2027-28 | 720    |
| 2028-29 | 719    |
| 2029-30 | 719    |
| 2030-31 | 719    |
| 2031-32 | 719    |

These projections are sensitive to small changes in the assumptions

# KINDERGARTEN PROJECTIONS

| Year                                       | @32.7% | @33.4% |
|--|--------|--------|
| 2020-21                                    | 243    | 243    |
| 2021-22                                    | 252    | 258    |
| 2022-23                                    | 241    | 246    |
| 2023-24                                    | 236    | 241    |
| 2024-25                                    | 235    | 240    |
| 2025-26                                    | 235    | 240    |
| 2026-27                                    | 235    | 240    |
| 2027-28                                    | 235    | 240    |
| 2028-29                                    | 235    | 240    |
| 2029-30                                    | 235    | 240    |
| 2030-31                                    | 235    | 240    |
| Total                                      | 2,374  | 2,425  |
| Past ten years 2,497 Kindergarten students |        |        |



# NET MIGRATION YEAR TO YEAR

|       | 11 to 12 | 12 to 13 | 13 to 14 | 14 to 15 | 15 to 16 | 16 to 17 | 17 to 18 | 18 to 19 | 19 to 20 | 20 to 21 |
|-------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| K-5   | -7       | 27       | 43       | 25       | 58       | 25       | 4        | -5       | -16      | 54       |
| 6-8   | 48       | 36       | 36       | 24       | 59       | 36       | 20       | 37       | 26       | 20       |
| 9-12  | 43       | 43       | 53       | 55       | 42       | 63       | 43       | 55       | 60       | 5        |
| Total | 84       | 106      | 132      | 104      | 159      | 124      | 67       | 87       | 70       | 79       |

# NET MIGRATION

## YEAR TO YEAR

| Grade           | 11 to 12  | 12 to 13  | 13 to 14  | 14 to 15  | 15 to 16  | 16 to 17  | 17 to 18  | 18 to 19  | 19 to 20  | 20 to 21  |
|-----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| K to 1          | 1         | 18        | 20        | 9         | 11        | 3         | 3         | 2         | -6        | 29        |
| 1 to 2          | -4        | -4        | -7        | 13        | 9         | 14        | -5        | -13       | 0         | 6         |
| 2 to 3          | -7        | 5         | 8         | 0         | 5         | -3        | 5         | 2         | -10       | 10        |
| 3 to 4          | -1        | 1         | 16        | 6         | 14        | 0         | 1         | -1        | -1        | 7         |
| 4 to 5          | 4         | 7         | 6         | -3        | 19        | 11        | 0         | 5         | 1         | 2         |
| <b>5 to 6</b>   | <b>32</b> | <b>29</b> | <b>34</b> | <b>27</b> | <b>30</b> | <b>28</b> | <b>23</b> | <b>33</b> | <b>26</b> | <b>28</b> |
| 6 to 7          | 5         | 9         | 8         | 6         | 13        | 3         | 3         | 1         | -1        | -4        |
| 7 to 8          | 11        | -2        | -6        | -9        | 16        | 5         | -6        | 3         | 1         | -4        |
| <b>8 to 9</b>   | <b>23</b> | <b>14</b> | <b>23</b> | <b>24</b> | <b>22</b> | <b>23</b> | <b>26</b> | <b>25</b> | <b>36</b> | <b>5</b>  |
| 9 to 10         | 1         | 4         | -3        | 13        | 3         | 10        | 2         | 9         | -8        | -18       |
| 10 to 11        | 0         | -3        | 5         | 2         | 1         | 1         | 4         | 9         | 5         | -4        |
| <b>11 to 12</b> | <b>19</b> | <b>28</b> | <b>28</b> | <b>16</b> | <b>16</b> | <b>29</b> | <b>11</b> | <b>12</b> | <b>27</b> | <b>22</b> |
| Total           | 84        | 106       | 132       | 104       | 159       | 124       | 67        | 87        | 70        | 79        |

# SURVIVAL RATES

## YEAR TO YEAR

|          | 11 to 12     | 12 to 13     | 13 to 14     | 14 to 15     | 15 to 16     | 16 to 17     | 17 to 18     | 18 to 19     | 19 to 20     | 20 to 21     |
|----------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| K to 1   | 1.004        | 1.064        | 1.084        | 1.034        | 1.044        | 1.012        | 1.011        | 1.008        | 0.976        | 1.142        |
| 1 to 2   | 0.984        | 0.985        | 0.997        | 1.051        | 1.033        | 1.053        | 0.980        | 0.952        | 1.000        | 1.025        |
| 2 to 3   | 0.975        | 1.020        | 1.030        | 1.000        | 1.019        | 0.989        | 1.018        | 1.008        | 0.961        | 1.039        |
| 3 to 4   | 0.996        | 1.004        | 1.063        | 1.022        | 1.048        | 1.000        | 1.004        | 0.996        | 0.996        | 1.028        |
| 4 to 5   | 1.015        | 1.026        | 1.022        | 0.989        | 1.068        | 1.036        | 1.000        | 1.018        | 1.004        | 1.008        |
| 5 to 6   | <b>1.105</b> | <b>1.108</b> | <b>1.122</b> | <b>1.095</b> | <b>1.112</b> | <b>1.094</b> | <b>1.073</b> | <b>1.120</b> | <b>1.091</b> | <b>1.100</b> |
| 6 to 7   | 1.019        | 1.027        | 1.027        | 1.019        | 1.042        | 1.010        | 1.009        | 1.003        | 0.997        | 0.987        |
| 7 to 8   | 1.036        | 0.993        | 0.983        | 0.970        | 1.050        | 1.015        | 0.980        | 1.009        | 1.003        | 0.987        |
| 8 to 9   | <b>1.078</b> | <b>1.044</b> | <b>1.086</b> | <b>1.070</b> | <b>1.074</b> | <b>1.069</b> | <b>1.079</b> | <b>1.084</b> | <b>1.108</b> | <b>1.015</b> |
| 9 to 10  | 1.003        | 1.013        | 0.991        | 1.045        | 1.008        | 1.031        | 1.006        | 1.025        | 0.975        | 0.951        |
| 10 to 11 | 1.000        | 0.990        | 1.015        | 1.006        | 1.003        | 1.003        | 1.012        | 1.025        | 1.014        | 0.987        |
| 11 to 12 | <b>1.057</b> | <b>1.093</b> | <b>1.091</b> | <b>1.049</b> | <b>1.048</b> | <b>1.095</b> | <b>1.030</b> | <b>1.036</b> | <b>1.073</b> | <b>1.060</b> |

# PROJECTED SURVIVAL RATES

| Grade            | Low<br>(Two year prior to<br>Pandemic) | High<br>(Past 3 years) |
|------------------|--|------------------------|
| K to 1*          | 1.010                                  | 1.010                  |
| 1 to 2           | 0.966                                  | 0.992                  |
| 2 to 3           | 1.013                                  | 1.003                  |
| 3 to 4           | 1.000                                  | 1.007                  |
| 4 to 5           | 1.009                                  | 1.010                  |
| <b>5 to 6</b>    | <b>1.097</b>                           | <b>1.104</b>           |
| 6 to 7           | 1.006                                  | 0.996                  |
| 7 to 8           | 0.995                                  | 1.000                  |
| <b>8 to 9*</b>   | <b>1.090</b>                           | <b>1.090</b>           |
| 9 to 10          | 1.016                                  | 0.984                  |
| 10 to 11         | 1.019                                  | 1.009                  |
| <b>11 to 12*</b> | <b>1.067</b>                           | <b>1.067</b>           |

\*Adjusted

# ENROLLMENT PROJECTIONS

- In ten years (2031-32)
  - Enrollment projected to decrease
    - 2020-21 3,810
    - 2031-32
      - 3,396 to 3,480
  - Kindergarten projected to be smaller than the previous year's Grade 12
  - Net in migration projected to continue driven by students transferring in at Grade 6 and Grade 9 and 13-year seniors (?)

# ENROLLMENT PROJECTIONS

| Year    | Low K<br>Low Mig | Low K<br>High Mig | High K<br>Low Mig | High K<br>High Mig |
|---------|------------------|-------------------|-------------------|--------------------|
| 2021-22 | 3,810            | 3,810             | 3,810             | 3,810              |
| 2022-23 | 3,756            | 3,747             | 3,762             | 3,753              |
| 2023-24 | 3,755            | 3,739             | 3,766             | 3,750              |
| 2024-25 | 3,698            | 3,677             | 3,714             | 3,693              |
| 2025-26 | 3,633            | 3,619             | 3,654             | 3,640              |
| 2026-27 | 3,586            | 3,579             | 3,611             | 3,605              |
| 2027-28 | 3,534            | 3,534             | 3,565             | 3,565              |
| 2028-29 | 3,477            | 3,487             | 3,514             | 3,524              |
| 2029-30 | 3,463            | 3,479             | 3,504             | 3,521              |
| 2030-31 | 3,435            | 3,459             | 3,482             | 3,507              |
| 2031-32 | 3,396            | 3,425             | 3,449             | 3,480              |

# ENROLLMENT PROJECTIONS

| Year            | K-5          | 6-8        | 9-12         | Total        |
|-----------------|--------------|------------|--------------|--------------|
| <b>2021-22</b>  | <b>1,491</b> | <b>921</b> | <b>1,398</b> | <b>3,810</b> |
| <b>2026-27</b>  |              |            |              |              |
| Low K/Low Mig   | 1,432        | 823        | 1,330        | 3,586        |
| Low K/High Mig  | 1,454        | 833        | 1,292        | 3,579        |
| High K/Low Mig  | 1,458        | 823        | 1,330        | 3,611        |
| High K/High Mig | 1,481        | 833        | 1,292        | 3,605        |
| <b>2031-32</b>  |              |            |              |              |
| Low K/Low Mig   | 1,401        | 781        | 1,214        | 3,396        |
| Low K/High Mig  | 1,422        | 801        | 1,202        | 3,425        |
| High K/Low Mig  | 1,430        | 797        | 1,221        | 3,449        |
| High K/High Mig | 1,452        | 818        | 1,209        | 3,480        |

# ENROLLMENT PROJECTIONS

- First five projection years (2021-22 to 2026-27)
  - K-5 is 10 to 59 students smaller than today
  - 6-8 is 88 to 98 students smaller than today
  - 9-12 is 68 to 106 students smaller than today
- In ten years (2021-22 to 2031-2)
  - K-5 is 39 to 90 students smaller than today
  - 6-8 is 103 to 140 students smaller than today
  - 9-12 ranges from 177 to 196 students smaller than today



# HOUSING UNITS

- Projections of additional housing units not readily available
  - Based on City of Dundas projections and estimates of need in a study completed by the Hoisington Koegler Group, Inc. titled *Northfield Housing Study—Final*, March 2021

# HOUSING UNITS

## PROJECTED HOUSING UNITS THROUGH 2025

|            | Single-Family | Apartments | Senior |
|------------|---------------|------------|--------|
| Northfield | 180           | 226        | 88     |
| Dundas     | 55            | 0          | 0      |
| Total      | 235           | 226        | 88     |

# ESTIMATED AFFECT OF ADDITIONAL HOUSING UNITS

- Single-Family detached units at 0.60 Northfield Public School students per unit = 141 K-12 students
  - About one-half of these students would be elementary students
- Apartment units likely to yield 0.11 to 0.15 Northfield Public School students per unit = 25 to 35 K-12 students
  - Nearly all these students would be elementary students

# ESTIMATED AFFECT OF ADDITIONAL HOUSING UNITS

- If projected units built and yields are as assumed:
  - Enrollment decrease projected by the cohort survival method could be moderated by about 50% in the first five projection years and elementary enrollment might remain near its current level.
  - This assumes that the per unit yields of current housing units do not decrease as children age out of school and competition does not take a larger share of students

# ESTIMATED AFFECT OF ADDITIONAL HOUSING UNITS

- Recent history
  - 2011-2020, City of Northfield alone added 214 additional single-family detached units yet resident enrollment in the Northfield Public Schools, while fluctuating year to year, did not increase over the past ten years

# ENROLLMENT PROJECTIONS

What could make these projections

- Too high
  - Projected kindergarten is too high
  - More students select other education options
- Too low
  - Projected kindergarten is too low
  - More nonresident students
  - More housing units constructed

**Appendix B:**  
High School Facilities Condition Study  
(by Wold, 2022)



# FACILITY CONDITIONS REPORT

## NORTHFIELD HIGH SCHOOL

**Prepared for:**  
Independent School District #659

**Prepared by:**  
Wold Architects & Engineers

Date: March 17, 2022

**Wold Architects and  
Engineers**

332 Minnesota Street  
Suite W2000  
Saint Paul, MN 55101  
651 227 7773

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**PLANNERS  
ARCHITECTS  
ENGINEERS**





## **Facility Analysis Categories Independent School District #659**

The following report investigates current physical and programmatic conditions and deficiencies evident in the Client's buildings. The information documented in this report was gathered primarily through field observation and supplemented by evaluation of existing information and discussion with Client personnel.

The facility analysis report explores conditions and deficiencies in eleven important areas, which are outlined as follows:

- **SITE**

This section describes the site and its surroundings.

- **EXTERIOR**

This section describes the exterior envelope including roofing information supplied by the Client.

- **INTERIOR**

This section describes the physical condition of the interior spaces and finishes within the facility.

- **ACCESSIBILITY**

This section addresses the conformance of the facility to the intentions of accessibility requirements with focus on the following issues: accessible parking, an accessible route to the main entrance, ability to attain all levels of the facility, and access to each teaching space.

- **MECHANICAL SYSTEMS**

This section documents the existing mechanical systems and components, and their known deficiencies.

- **ELECTRICAL SYSTEMS**

This section documents the existing electrical systems and components, and their known deficiencies.

Each category noted above includes a list of "analysis" statements which describes conditions or deficiencies. Following the "analysis" portion of each category is a list of "issues" which describe the action necessary to resolve mentioned conditions or deficiencies. Accompanying the "issue" is a cost, based on the projected year indicated by the client project costs.



## **Facility Analysis Prioritization Independent School District #659**

### **PRIORITIZATION CATEGORIES**

#### **Priority 1 (immediate need)**

|                     |  |
|---------------------|--|
| Life Safety Issue   | As noted by Fire Marshal/Life Safety Officials   |
| Deterioration Item  | Further deterioration will create higher future repair costs or will damage other areas in the building  |
| Health Issue        | Rooms with no ventilation or items that do not meet state health code.   |
| Accessibility Issue | Must be completed to provide access into the building, to the curriculum within the building, or to access a restroom or obtain a drink of water |
| Hazardous Materials | Item posing a significant impact on building occupants   |

#### **Priority 2 (0-2 years)**

|                     |  |
|---------------------|--|
| Deterioration Item  | Items well past useful life or for which further deterioration will create higher future repair costs or damage to other areas in the building |
| Health Issue        | Inadequate exhaust and ventilation in lab environments and other areas lacking adequate ventilation  |
| Accessibility Issue | Modification required to meet state code guidelines  |
| Hazardous Materials | Removal of items affected by other changes occurring in priority 2   |
| Modernization       | Modification required to support future modernizations   |

#### **Priority 3 (3-5 years)**

|                     |  |
|---------------------|--|
| Deterioration Item  | Material or system that currently functions but will require replacement or maintenance within 5 years |
| Hazardous Materials | Removal of items affected by other changes occurring in priority 3                                     |
| Security Issue      | Correction of items that pose a security risk to building occupants                                    |
| Energy Issue        | Item replaced/installed results in payback in 5 years or less  |

#### **Priority 4 (6-10 years)**

|                     |   |
|---------------------|---|
| Deterioration Item  | Material or system that currently functions but will require replacement or maintenance within 6-10 years |
| Health Issue        | Non-tagged items that do not meet state health code requirements  |
| Hazardous Materials | Removal of items affected by other changes occurring in priority 4  |
| Energy Issue        | Item replaced/installed results in payback in 6-10 years  |
| Aesthetics          | Item which is elective/aesthetic or programmatic  |

#### **Priority 5 (Less than \$1,000/10+ years)**



**Northfield High School  
Independent School District #659**



**Address:** 1400 Division Street S  
Northfield MN, 55057

**Contact:** Joel Leer, Principal

**Phone:** 507-663-0630

**Year(s) Built:** 1965

**Gross Area:** 270,600 sf

**Site Area:** 36 acres

**Parking:** 315,000 sf



## **Northfield High School Independent School District #659 Site**

### **Analysis**

- All parking lots and drive lanes on the site shall be replaced. For now, the assumption is that this will be reclaimed and repaved. It has been noted that some areas may need the subgrade reconstructed along with new curbing in miscellaneous locations.
- Parking lot lighting including tennis courts, is in poor condition. Fixtures should be replaced with LED poles. The staff parking lot north of the building along with the lights outside of area E have already been replaced.
- The dugouts at the Varsity field are in poor condition and shall be replaced.
- The pressbox for Memorial field is falling apart and should be replaced.
- The tennis courts are in okay condition but will need to be replaced in the next 6-10 years.



Issues

| Building Category  | (All) Site   |
|--|--|
|  | <b>Sum of Total Project Cost at Year of Construction</b> |
| <b>Item and Priority</b>   |  |
| Reclaim and replace all exterior asphalt on site.<br>2   | \$ 2,866,500.00  |
| Replace all exterior parking lot poles except Areas A and E and tennis court light poles.<br>3 | \$ 102,500.00  |
| Replace dugouts at varsity baseball field<br>2   | \$ 82,000.00   |
| Replace press box at memorial field<br>2   | \$ 205,000.00  |
| Replace tennis courts<br>4   | \$ 1,147,000.00  |
| <b>Grand Total</b>   | <b>\$ 4,403,000.00</b>                                   |



## **Northfield High School Independent School District #659 Exterior**

### **Analysis**

- The exterior windows are original to the building and constructed of single pane glass with no insulation properties. All single pane window systems should be replaced.
- There are various locations around the exterior of the building that should have tuck-pointing addressed.
- The existing tunnels in the H wing and S wing ( Areas B & E) take on water when there are weather events and in the spring months. Waterproofing or overflow drain output diversion shall be addressed.
- The existing exterior envelope of the building does not have appropriate insulation or weather barrier. This in conjunction with non-insulated windows causes extreme temperature fluctuations throughout the building over the course of the year.
- The roof over the Media Center along with the lower commons and Auditorium are due for replacement. The remaining portions of the roofs have 15-24 years left of their life cycle.
- Heavily used exterior doors are wearing and starting to function improperly.



Issues

|                   |                   |
|-------------------|-------------------|
| Building Category | (All)<br>Exterior |
|-------------------|-------------------|

| <b>Item and Priority</b>   | <b>Sum of Total Project<br/>Cost at Year of<br/>Construction</b> |
|--|--|
| <b>Replace existing single pane exterior window system throughout entire building.</b> |  |
| 2  | \$ 1,792,000.00  |
| <b>Replace roof over the lower commons and auditorium</b>                              |  |
| 3  | \$ 491,500.00  |
| <b>Replace roof over the media center</b>  |  |
| 2  | \$ 152,000.00  |
| <b>General tuckpointing allowance around the entire building</b>                       |  |
| 3  | \$ 68,500.00   |
| <b>Replace exterior aluminum doors in storefront systems</b>                           |  |
| 2  | \$ 341,500.00  |
| <b>Grand Total</b>   | <b>\$ 2,845,500.00</b>   |



## **Northfield High School Independent School District #659 Interior**

### **Analysis**

- The acoustic ceiling tiles and lighting throughout the entire building shall be replaced.
- The current science rooms do not function for today's teaching and learning style. With the current layout there is no circulation path through the lab stations when students are using them.
- The science rooms are not currently rated as labs that comply with today's code. Rated wall assemblies must be extended to the roof structure.
- Replace existing wood paneled exterior walls of woods lab and area B classrooms.
- Casework in all classrooms of area A, B, and E are in poor condition and shall be replaced.
- The multistall toilet rooms and staff toilet rooms that were not addresses as a part of the 2020 toilet renovations should receive finish updates including new wall and floor tile, toilet partitions, and toilet accessories.
- The auditorium finishes including carpet flooring, seating, and wall paint are nearing the end of their useful life.
- The existing locker rooms do not function well and all finishes including lockers are in poor condition. These should be fully renovated.
- The band and choir rooms flooring and wall paint is in poor condition and shall be replaced. The risers in the space also do not accommodate current ADA accessibility standards.
- The theatrical rigging, A/V and lighting systems are nearing the end of their life.
- All classroom VCT flooring associated with Areas A, B, and E is in poor condition and shall be replaced.
- There is a large portion of the building that needs new paint.
- Doors near the gymnasium and locker rooms are in poor condition and will need to be replaced.





Issues

|                   |                |
|-------------------|----------------|
| Building Category | (All) Interior |
|-------------------|----------------|

| Item and Priority   | Sum of Total Project Cost at Year of Construction |
|---|---|
| Add 5% of the total locker count to accommodate ADA standards.<br>1                                 | \$ 16,000.00                                      |
| Demolish all existing casework and finishes in existing science labs, renovate in place.<br>2       | \$ 682,500.00                                     |
| Replace casework in existing FACS cooking lab.<br>4   | \$ 58,500.00                                      |
| Replace acoustic ceiling tiles in all corridors.<br>3   | \$ 239,000.00                                     |
| Demolish all lockers, fixtures, and finishes in locker rooms and rebuild to current standards.<br>4 | \$ 4,289,000.00                                   |
| Provide new wall tile at multistall toilet room off of lower commons.<br>4                          | \$ 24,500.00                                      |
| Provide new floor tile at multistall toilet room off of lower commons.<br>4                         | \$ 29,500.00                                      |
| Replace carpet flooring in Auditorium<br>3  | \$ 71,500.00                                      |
| Replace existing auditorium seats<br>3  | \$ 167,500.00                                     |
| Replace theatrical A/V, Lighting, Controls and Rigging System<br>3                                  | \$ 2,047,500.00                                   |
| Replace VCT flooring in existing area E classrooms<br>4   | \$ 622,500.00                                     |
| Replace acoustic ceiling tiles in area E classrooms<br>4  | \$ 182,000.00                                     |
| Replace existing casework in area E classrooms<br>4   | \$ 365,500.00                                     |
| Replace toilet partitions in multistall toilet room in area F<br>4                                  | \$ 34,000.00                                      |
| Replace existing toilet partitions at multistall toilet room off of lower commons.<br>3             | \$ 31,500.00                                      |
| Replace VCT flooring in existing area A classrooms<br>4   | \$ 983,000.00                                     |
| Replace existing casework in area A classrooms  |   |



Issues

|   |  |           |                      |
|---|--|-----------|----------------------|
| 4   |  | \$        | 409,500.00           |
| <b>Demolish and replace VCT flooring in band and choir suite</b>  |  |           |                      |
| 2   |  | \$        | 85,500.00            |
| <b>Bring fire rating around existing science rooms up to code compliance &amp; add second exit to each room</b> |  |           |                      |
| 1   |  | \$        | 136,500.00           |
| <b>Painting updates throughout building</b>   |  |           |                      |
| 2   |  | \$        | 491,500.00           |
| <b>Replace existing doors and hardware in south portion of area D</b>   |  |           |                      |
| 3   |  | \$        | 191,000.00           |
| <b>Replace VCT flooring in existing area B classrooms</b>   |  |           |                      |
| 3   |  | \$        | 354,000.00           |
| <b>Replace acoustic ceiling tiles in area B classrooms</b>  |  |           |                      |
| 3   |  | \$        | 103,500.00           |
| <b>Replace existing casework in area B classrooms</b>   |  |           |                      |
| 3   |  | \$        | 117,000.00           |
| <b>Grand Total</b>  |  | <b>\$</b> | <b>11,732,500.00</b> |



## **Northfield High School Independent School District #659 Accessibility**

### **Analysis**

- Toilets throughout the building that we not addresses as a part of the 2020 multistall toilet renovations do not meet current ADA standards. These shall be renovated to bring up to code.
- There are several classrooms throughout the building that do not include an ADA required sink.
- Classrooms that are over 1,000 sf or science lab spaces require two exits with panic hardware. Several existing spaces in the building do not comply with this code item and should be addressed.
- It was not apparent that at least 5% of the student lockers were ADA accessible. These will need to be renovated or added.



Issues

| Building Category   | (All)<br>Accessibility                                   |
|---|--|
|   | <b>Sum of Total Project Cost at Year of Construction</b> |
| <b>Item and Priority</b>  |  |
| Demolish existing staff toilets that do not meet ADA and rebuild in place.          |  |
| 1   | \$ 218,500.00  |
| Add ADA accessible sink to two art rooms.   |  |
| 1   | \$ 6,500.00  |
| Add lift to media center digital lab  |  |
| 1   | \$ 68,500.00   |
| Add lift to make the weight and fitness area accessible from both sides of the gym. |  |
| 2   | \$ 68,500.00   |
| Demolish and renovate multistall toilet rooms that do not meet ADA standards.       |  |
| 1   | \$ 1,106,000.00  |
| <b>Grand Total</b>  | <b>\$ 1,468,000.00</b>                                   |



## **Northfield High School Independent School District #659 Mechanical Systems**

### **Analysis**

#### **Heating Ventilation and Air-Conditioning**

- The building was originally constructed in 1964 with major additions added in 1970, 1992, 1996, 1997, and 2002. Mechanical systems were updated in portions of the building in 2002, 2004, 2005, 2021, and 2022.
- The building is heated by two (2) 397 HP dual fuel boilers installed in 2002. A 3,000 MBH high efficiency boilers was added to the plant in 2015.
- The hydronic piping is configured as a primary, secondary, with tertiary pumps serving some areas of the building. Two 40 HP secondary pumps distribute heating water throughout the facility. The circulating fluid is Dowtherm SR-1 ethylene glycol for freeze protection to -25 Deg F.
- A 190 ton air-cooled chiller was installed in 2004 to provide air conditioning to the areas renovated in 2004 and 2005. Air conditioning to areas outside of the 2004 and 2005 renovations are provided by direct expansion systems. The chiller is nearing the end of its useful life.
- The gymnasium is served by two constant volume air handling units installed in the original building construction. The units are located in a mechanical room to the west of the gyms. The units have hot water coils for heating.
- The gymnastics room is served by a constant volume air handling unit installed in the original building construction. The unit is located in the mechanical room to the west of the gyms. The unit has a hot water coil for heating.
- The locker rooms on the main level to the east and west of the gymnasiums do not have a direct source of ventilation air and are exhausted only. Perimeter hot water radiation provides for heating control.
- The wrestling room and adjacent areas above the locker rooms on the east side of the gymnasium are served by constant volume fan coil units installed in the original building construction. The fan coil units have hot water coils for heating.



## **Northfield High School Independent School District #659 Mechanical Systems**

### **Analysis**

#### **Heating Ventilation and Air-Conditioning**

- The band and choir areas above the locker rooms on the west side of the gymnasium are served by a constant volume air handling unit installed in the original bundling construction. The unit is located in the mechanical room to the west of the gymnasium. The unit has a hot water coil for heating and DX coil with remote condensing unit for cooling.
- The weight room and auxiliary gym to the south of the main gym is served by a constant volume air handling unit installed in the 2002 renovation. The unit has a hot water coil for heating.
- The 1970 addition to the southeast of the main gymnasium is served by a constant volume rooftop unit. The unit is difficult to access and is nearing the end of its useful life.
- The auditorium is served by a constant volume air handling unit installed in 1997 when the addition was built. The unit is located in a mechanical room to the east of the auditorium. The unit has a hot water coil for heating and DX coil with a remote condensing unit for cooling.
- The commons area adjacent to the auditorium is served by a roof mounted constant volume air handling unit installed in 1997 when the addition was built. The system has duct mounted hot water coils for heating zone control and integral DX for cooling.
- The cafeteria and kitchen are served by a constant volume air handling unit installed in the original building construction. The unit is located in the mechanical room above the media center. The unit has a hot water coil for heating and DX coil with a remote condensing unit for cooling.
- The media center is served by a constant volume rooftop unit installed in the 2002 renovation. The unit has a hot water coil for heating and integral DX for cooling.



## **Northfield High School Independent School District #659 Mechanical Systems**

### **Analysis**

#### **Heating Ventilation and Air-Conditioning**

- The areas adjacent to the media center are served by a rooftop 4-zone multi-zone air handling unit installed in the 2002 renovation. The unit has a hot water coil for heating and integral DX for cooling.
- The main office area will be served by a packaged DX variable air volume rooftop unit that is planned as part of the 2021 office renovation project. The system has VAV boxes with hot water reheat for temperature zone control.
- The perimeter areas of the east classroom pod are served by three grade mounted variable air volume energy recovery units installed in the 2002 renovation. The system has VAV boxes with hot water reheat for temperature zone control. The unit has a hot water coil for heating and a chilled water coil for cooling.
- The interior area of the east classroom pod is served by a variable air volume unit that converted the existing air handling unit installed in the original building construction. The unit is located in an interior mechanical room. The system has VAV boxes with hot water reheat for temperature zone control. The unit has a hot water coil for heating and a chilled water coil for cooling.
- The student support services area is served by a constant volume air handling unit installed in the 2004 renovation. The system was modified in the 2021 renovation. The system has duct mounted hot water coils and radiant ceiling panels for temperature zone control.
- The north east classroom pod is served by two grade mounted variable air volume energy recovery units installed in 2005. The system has VAV boxes with hot water reheat for temperature zone control. The unit has a hot water coil for heating and a chilled water coil for cooling.
- The north classroom pod is served by two grade mounted variable air volume energy recovery units installed in 2005. The system has VAV boxes with hot water reheat for temperature zone control. The unit has a hot water coil for heating and a chilled water coil for cooling.



## **Northfield High School Independent School District #659 Mechanical Systems**

### **Analysis**

#### **Heating Ventilation and Air-Conditioning**

- The northwest classroom pod is served by two grade mounted variable air volume energy recovery units installed in 2005. The system has VAV boxes with hot water reheat for temperature zone control. The unit has a hot water coil for heating and a chilled water coil for cooling.
- The art rooms and adjacent areas are served by a 4-zone multi-zone air handling unit installed in 2002. The unit is located in a mezzanine between two art rooms. The unit has a hot water coil for heating and a DX coil with a remote condensing unit for cooling.
- The wood shop, metal shop, and auto shop are each served by a constant volume air handling unit installed in the 2002 renovation. The units are located in the mechanical mezzanine adjacent to the wood shop. The units have a hot water coil for heating.
- The print room and adjacent areas are served by a 4-zone multi-zone air handling unit installed in 2002. The unit is located in the mechanical mezzanine. The unit has a hot water coil for heating and a DX coil with a remote condensing unit for cooling.
- The computer server room is served by two constant volume cooling systems. One is an air handling unit located in the adjacent mechanical room and is served with chilled water for cooling. The second unit is a DX unit with remote condenser located in the data room.

#### **Temperature Control**

- The majority of the building is served by pneumatic controls and/or actuation. Recent projects have over-laid Johnson direct digital controls as the district standard.

#### **Plumbing**

- Domestic distribution piping installed in the original building construction around the boiler room is known to be galvanized.





## **Northfield High School Independent School District #659 Mechanical Systems**

### **Analysis**

#### **Plumbing**

- The athletic areas are served with hot water from a large storage tank in the mechanical room to the north of the main gym. Water is heated by a water-to-water heat exchanger connected to the building heating system.
- The majority of the rest of the building is served with hot water from a large storage tank located in the boiler room. The tank is heated by either water-to-water convertor connected to the building heating system or a gas fired water heater.



Issues

| Building Category   | (All)<br>Mechanical Systems                       |
|---|---|
| Item and Priority   | Sum of Total Project Cost at Year of Construction |
| Provide new DDC controls for ERU, VAV systems installed in 2004.<br>2   | \$ 344,500.00                                     |
| Provide new DDC controls for ERU, VAV systems installed in 2005 (east side).<br>2   | \$ 121,000.00                                     |
| Provide new DDC controls for ERU, VAV systems installed in 2005 (west side).<br>2   | \$ 178,500.00                                     |
| Replace roof mounted PRV's - an allowance budgeted. Priority exhaust fans to be determined.<br>3                                      | \$ 66,000.00                                      |
| Replace domestic hot water heating with centralized high recovery system located in the boiler room. Replace HW system near gym.<br>2 | \$ 459,500.00                                     |
| Replace gymnasium HVAC. Provide new RTU, distribution ductwork, CV, HW, CHW, de-strat fans, DDC controls<br>2                         | \$ 459,500.00                                     |
| Replace auditorium HVAC. Provide new air handling unit in the location of the existing CV, HW, CHW. DDC controls.<br>3                | \$ 591,000.00                                     |
| Replace commons area 1997 RTU. Provide new RTU CV, HW, CHW, DDC controls.<br>3  | \$ 328,500.00                                     |
| Replace media center 2002 RTU. Provide new RTU CV, HW, CHW, DDC controls.<br>4  | \$ 361,000.00                                     |
| Replace media center 2002 classroom MZ RTU. Provide new RTU, convert area to VAV, HW, CHW DDC controls.<br>4                          | \$ 328,500.00                                     |
| Replace computer server room cooling units. Two redundant CV, DX remote condenser, DDC controls.<br>3                                 | \$ 197,000.00                                     |
| Provide a high efficiency gas boiler to match the 2015 installation for redundancy. Reconfigure piping as necessary.<br>4             | \$ 459,500.00                                     |
| Replace 190 ton air cooled chiller installed in 2004. Provide new chiller with heat recovery.<br>3                                    | \$ 394,000.00                                     |



Issues

|  |    |              |
|--|----|--------------|
| <b>Replace HVAC in remaining areas served by original 1964 system. RTU, VAV, HW, CHW, DDC controls</b>   |    |              |
| 2  | \$ | 551,500.00   |
| <b>Reconfigure the hot water system for variable secondary - reduce the number of existing pumps. Replace the existing secondary pumps.</b>    |    |              |
| 4  | \$ | 853,500.00   |
| <b>Create a new air cooled chilled water plant to serve the Southside of the building. Approximately 400 tons. Provide with heat recovery.</b> |    |              |
| 2  | \$ | 1,050,000.00 |
| <b>Replace all remaining pneumatic controls to fully convert the building to DDC. Allowance budgeted at construction = \$0.50 per sq. ft.</b>  |    |              |
| 3  | \$ | 171,000.00   |
| <b>Replace plumbing fixtures that are beyond their useful life. An allowance budgeted at \$0.5 / sq. ft.</b>                                   |    |              |
| 3  | \$ | 197,000.00   |
| <b>Replace fuel oil pumps and monitoring system installed in 1997. Existing 12,000 gallon underground tank to remain.</b>                      |    |              |
| 3  | \$ | 46,000.00    |
| <b>Replace locker room HVAC (east of gym). Provide new roof mounted heat recovery, distribution ductwork, CV, HW, CHW, DDC controls.</b>       |    |              |
| 2  | \$ | 409,500.00   |
| <b>Replace locker room HVAC (west of gym). Provide new roof mounted heat recovery, distribution ductwork, CV, HW, CHW, DDC controls.</b>       |    |              |
| 2  | \$ | 602,500.00   |
| <b>Replace health, wrestling HVAC. Provide new RTU's, distribution ductwork, CV, HW, CHW, DDC controls</b>                                     |    |              |
| 2  | \$ | 409,500.00   |
| <b>Replace band/choir HVAC. Provide new AHU in mech mezzanine, distribution ductwork, VAV, HW, CHW, humidification, DDC controls.</b>          |    |              |
| 2  | \$ | 581,500.00   |
| <b>Replace weight rm/aux gym HVAC. Provide RTU, distribution ductwork, CV, HW, CHW, DDC controls</b>   |    |              |
| 2  | \$ | 581,500.00   |
| <b>Replace HVAC in 1970 addition. Provide new RTU, distribution ductwork, VAV, HW, CHW, DDC controls</b>                                       |    |              |
| 2  | \$ | 435,500.00   |
| <b>Replace gymnastics HVAC. Provide new AHU in mech mezzanine, distribution ductwork, CV, HW, CHW, DDC controls</b>                            |    |              |
| 2  | \$ | 328,500.00   |
| <b>Replace cafeteria HVAC. Provide new RTU, distribution ductwork, CV, HW, CHW, DDC controls</b>   |    |              |
| 2  | \$ | 328,500.00   |



Issues

|  |           |                      |
|--|-----------|----------------------|
| <b>Replace kitchen HVAC. Provide new RTU, distribution ductwork, VAV, HW, CHW. DDC controls. Create new transfer path from cafeteria for ex make-up</b>        |           |                      |
| 2  | \$        | 230,000.00           |
| <b>Replace area E interior HVAC. Provide new air handling unit, distribution ductwork, VAV, HW, CHW, DDC controls.</b>   |           |                      |
| 3  | \$        | 361,000.00           |
| <b>Replace art room 2002 MZ AHU. Provide new AHU, distribution ductwork, VAV, HW, remote DX, DDC controls.</b>   |           |                      |
| 3  | \$        | 459,500.00           |
| <b>Replace print shop 2002 AHU. Provide new AHU, distribution ductwork, VAV, HW, remote DX, DDC controls.</b>  |           |                      |
| 3  | \$        | 328,500.00           |
| <b>Replace woodshop HVAC. Provide new RTU, distribution ductwork, CV, HW, integral DX for classroom use, replace exhaust systems, gas fired make-up air.</b>   |           |                      |
| 3  | \$        | 262,500.00           |
| <b>Replace auto shop HVAC. Provide new RTU, distribution ductwork, CV, HW, integral DX for classroom use, replace exhaust systems, gas fired make-up air.</b>  |           |                      |
| 3  | \$        | 262,500.00           |
| <b>Replace metal shop HVAC. Provide new RTU, distribution ductwork, CV, HW, integral DX for classroom use, replace exhaust systems, gas fired make-up air.</b> |           |                      |
| 3  | \$        | 262,500.00           |
| <b>Replace wood shop dust collector and distribution ductwork. Verify current use of shop equipment and reconfigure as required.</b>                           |           |                      |
| 3  | \$        | 197,000.00           |
| <b>Replace finned tube radiation and heating terminals installed in the original building construction. Includes DDC controls.</b>                             |           |                      |
| 2  | \$        | 262,500.00           |
| <b>Replace domestic water distribution piping installed in the original construction. Allowance provided. Cost include asbestos abatement.</b>                 |           |                      |
| 2  | \$        | 1,616,000.00         |
| <b>Grand Total</b>   | <b>\$</b> | <b>15,076,500.00</b> |



## **Northfield High School Independent School District #659 Electrical Systems**

### **Analysis**

- There is one generator mounted on the exterior of the building, it serves only the building server. The generator power is distributed to the building via one transfer switch. Emergency equipment is located in a lower level room adjacent to the generator
- The facility lighting is mostly accomplished with T8/electronic ballasts. Controls are line voltage and manually controlled via wall switches. There remains some incandescent downlights and accent lighting.
- Most of the electrical distribution was renovated in 2002. There are several areas with old panel boards, transformers and associated equipment and wiring. This occurs mainly in the shops area.
- being wired and controlled via Motor Control Centers and older Variable Frequency Drives. Updates to these and remaining proposed will be needed as mechanical systems are updated.
- The Public Address system is being served by and older Rauland Telecenter. Paging is accomplished by zones and in some cases individual paging / intercom points.
- The Fire Alarm system is manufactured by Notifier. It is a standard system without the Voice Evacuation now required by Minnesota code.
- The facility has a wireless clock system manufactured by American Time and Signal. There does remain an old wire system (head-end) and possibly some remaining wired clocks in the facility.
- Referring to the mechanical upgrades, there will be new chiller (#2) located at the south end of the facility. This will be proposed to be fed from a separate utility service. The remaining mechanical system work will require updated rewiring form the existing electrical infrastructure.
- Security systems including access control, video surveillance and intrusion alarm are observed to be minimal and will require updating and expanded coverage.



Issues

| Building Category   | (All)   |
|---|---|
|   | Electrical Systems                                |
| Item and Priority   | Sum of Total Project Cost at Year of Construction |
| Remove Motor Control Center as mechanical loads are updated with Variable Frequency Drives<br>3                                       | \$ 125,000.00                                     |
| Update the Notifier Fire Alarm System with voice evacuation Capability and function.<br>3   | \$ 250,000.00                                     |
| Remove Wired Lathem Clock System and update any remaining wired clocks to wireless type.<br>4   | \$ 25,000.00                                      |
| Replace any remaining battery Exit signs with Exit signs connected to a dedicated Life Safety branch on the Emergency Generator.<br>2 | \$ 275,000.00                                     |
| Replace All Fluorescent/ ballasted lighting with LED / Driver luminaires and low voltage dimming controls.<br>2                       | \$ 1,490,000.00                                   |
| Update panel boards and associated power distribution in Shop Area.<br>2  | \$ 95,000.00                                      |
| Replace the Public Address System with EPIC system.<br>3  | \$ 900,000.00                                     |
| <b>Grand Total</b>  | <b>\$ 3,160,000.00</b>                            |

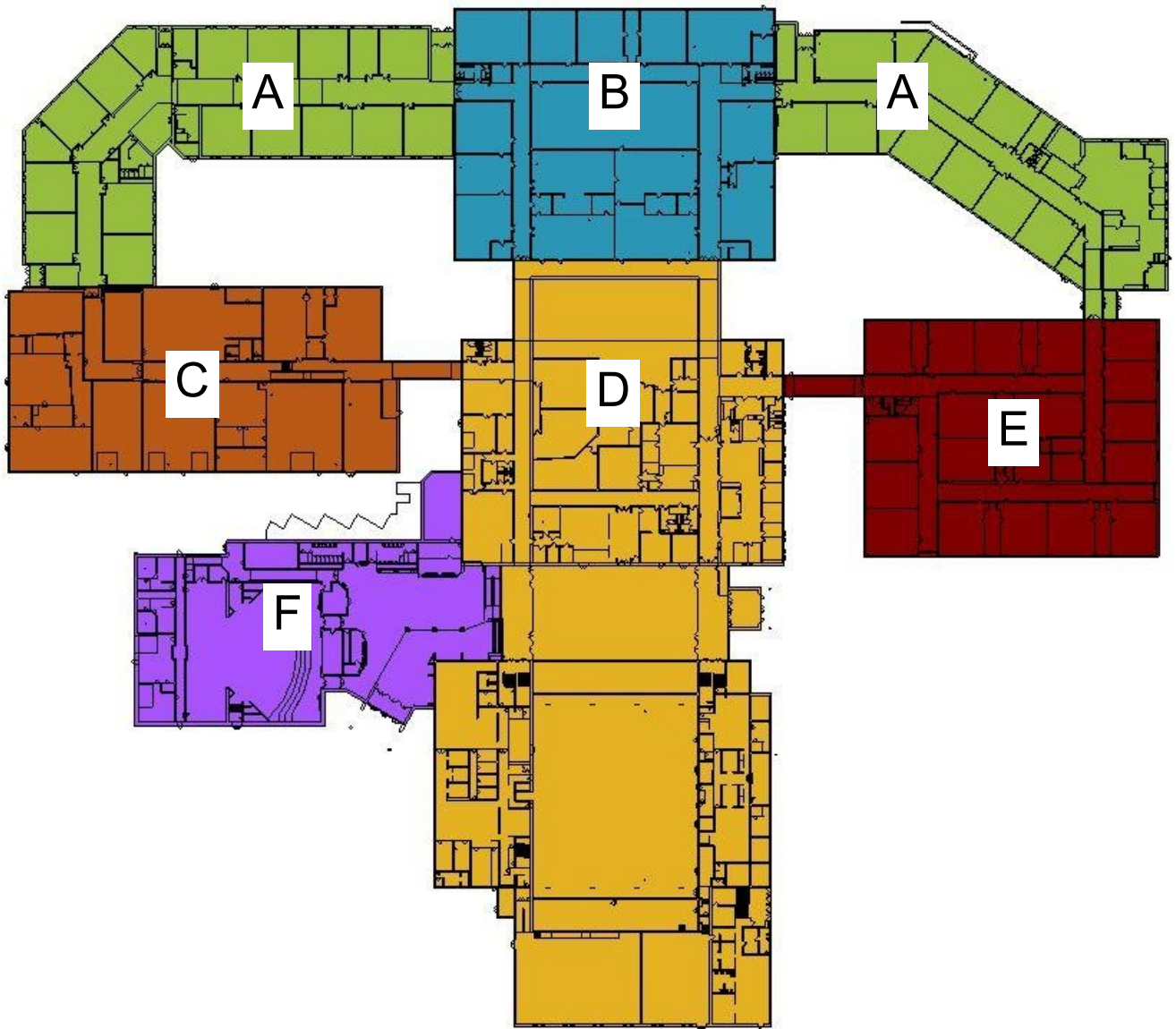


### Executive Summary

Building (All)

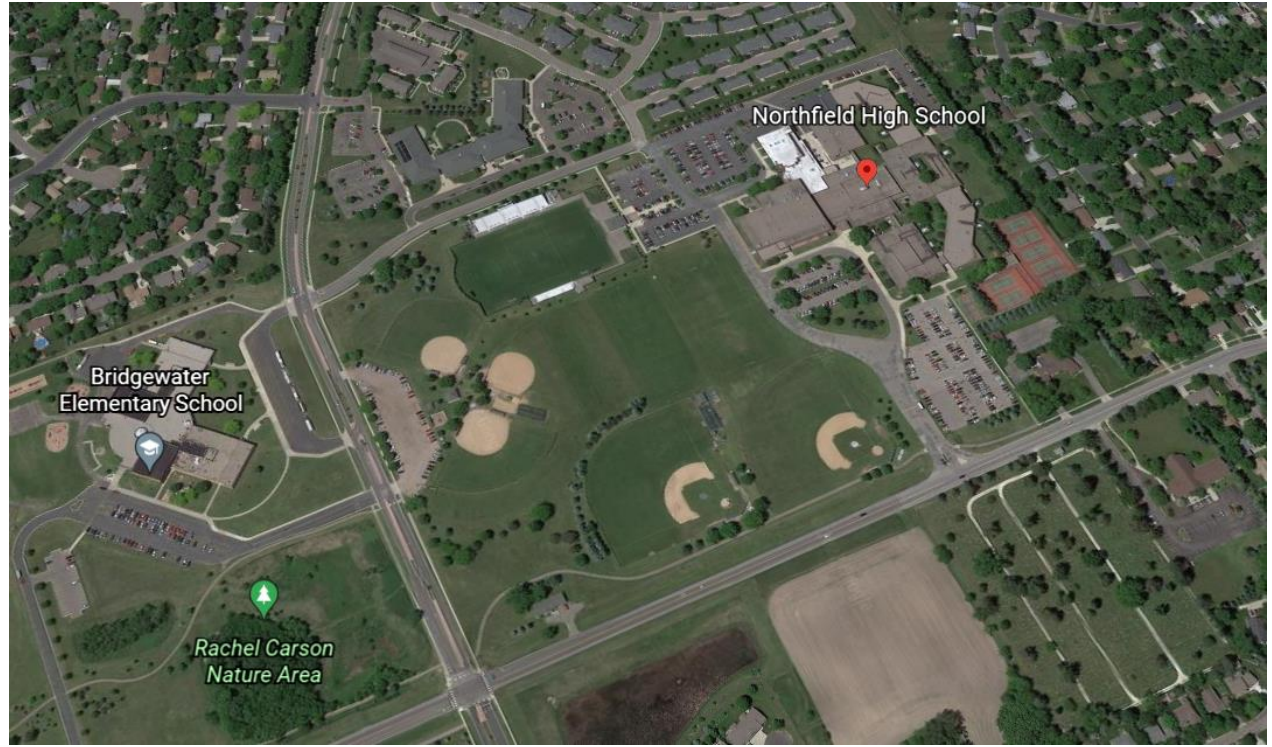
Sum of Total  
Project Cost  
at Year of  
Construction Priority

| Category           | 1                      | 2                       | 3                      | 4                      | Grand Total             |
|--------------------|------------------------|-------------------------|------------------------|------------------------|-------------------------|
| Mechanical Systems | \$ 8,950,000.00        | \$ 4,124,000.00         | \$ 2,002,500.00        | \$ 15,076,500.00       |                         |
| Accessibility      | \$ 1,345,500.00        | \$ 66,000.00            |                        | \$ 1,411,500.00        |                         |
| Electrical Systems | \$ 1,860,000.00        | \$ 1,275,000.00         | \$ 25,000.00           | \$ 3,160,000.00        |                         |
| Exterior           | \$ 2,197,500.00        | \$ 538,500.00           |                        | \$ 2,736,000.00        |                         |
| Interior           | \$ 147,000.00          | \$ 1,211,000.00         | \$ 3,195,500.00        | \$ 6,729,000.00        | \$ 11,282,500.00        |
| Site               | \$ 3,032,500.00        | \$ 98,500.00            | \$ 1,102,500.00        | \$ 4,233,500.00        |                         |
| <b>Grand Total</b> | <b>\$ 1,492,500.00</b> | <b>\$ 17,317,000.00</b> | <b>\$ 9,231,500.00</b> | <b>\$ 9,859,000.00</b> | <b>\$ 37,900,000.00</b> |





**Appendix C:**  
High School Planning Process  
Task Force Summary Presentation



# NORTHFIELD HIGH SCHOOL Planning Summary

SCHOOL BOARD MEETING | NOVEMBER 16, 2023

# Northfield High School Master Planning Process

# NHS MASTER PLAN TASK FORCE OVERVIEW AND PURPOSE

**A Task Force is being formed to study Northfield High School and make a recommendation for a Facility Master Plan. The District has been studying the needs at Northfield High School and the Task Force will be asked to assess and prioritize the identified needs and make a recommendation to the School Board as to how to best address them.**

**The Northfield High School Master Plan recommendation will be based on building capacity, current and projected enrollment, educational needs of the School District, alignment with the District's Strategic Plan, safety and security, community recreation, and financial stewardship.**

# NHS MASTER PLAN TASK FORCE CHARGE AND GUIDING PRINCIPLES

## **Develop a Facilities Master Plan for Northfield High School for recommendation to the School Board that will:**

- *Best serve the School District's educational goals*
- *Be financially attainable and sustainable*
- *Reflect the values and priorities of the communities of Northfield Public Schools*
- *Accommodate the District's 9-12 enrollment and programs hosted*
- *Cover anticipated needs for the next 20 years, as well as recognize major issues beyond that time frame*
- *Be consistent with the School District's Strategic Plan*
- *Recommend optimal use of facilities, accommodate projected enrollment and support educational delivery along with the rationale for the recommendations*

# NHS MASTER PLAN TASK FORCE CHARGE AND GUIDING PRINCIPLES

## **To do this, the Task Force will analyze data in order to:**

- *Understand and quantify building capacity for Northfield High School, including relevant Community Education or community programming*
- *Understand facility maintenance needs and recommend priorities to the District*
- *Address both capital costs and operational costs*

**The Task Force recommendation should reflect optimal use of the District's facilities and cover anticipated future needs, as well as any topics requiring further study.**

**Northfield Public Schools will have a recommendation from the Task Force for Northfield High School to accommodate educational needs, enrollment and programs over the next 20 years that is financially sustainable.**

# NHS MASTER PLANNING PLANNING PROCESS





# NHS MASTER PLAN TASK FORCE

## TASK FORCE MEMBERSHIP

Adam Karsko, Custodial/Facilities Staff

Andy Richardson, Teacher

Angelica Linder, Community Member/Parent

Bob Gregory Bjorklund, Community Member

Bubba Sullivan, Teacher

Cece Green, Child Nutrition

Chris Kennelly, Community Member/Parent

George Zuccolotto, Community Member

Janet Smith, Athletics

Jeff Quinnell, Board Member

Kevin Dahle, Teacher

Lee Runzheimer, Facilities Advisory Committee

Liam Fischer, High School Staff Member

Mark Lancaster, Community Member/Parent

Mari Hanson, Student

Mimi Keita, Student

Nahal Javan, Teacher

Nate Knutson, Network Manager

Paul Eddy, Athletics

Rebecca Glassing, Teacher

Ricky Livingston, Community Member/Parent

Robert Coleman, Parent

Ryan Turnquist, Counselor

Shari Karlsrud, Teacher

Tom Baraniak, Board Member

Tracy Closson, Custodial/Facilities Staff

Cheryl Hall, Administration

Cole Nelson, Administration

Erin Bailey, Administration

Joel Leer, Administration

Joel Olson, Administration

Matt Hillmann, Administration

Nancy Veverka, Administration

Rico Bohren, Administration

Sara Pratt, Administration

Val Mertesdorf, Administration

**Facilitators:**

*Sal Bagley, Wold Architects and Engineers*

*Katelyn Chambers, Wold Architects and Engineers*

*Josh Cooper, Knutson Construction*

*Keane McWaters, Knutson Construction*

# Meeting I Overview

*March 17, 2022*

### **Greenvale Park New Elementary School**

- January 2019 - Fall 2020

### **Bridgewater Elementary School**

- February 2019 - Spring 2020

### **Spring Creek Elementary School**

- April 2019 - Fall 2020

### **Northfield Community Education Center**

- September 2019 - Fall 2020

### **District Office**

- September 2019 - January 2021

## **Capacity is the ability of a school facility to house K-12 student programs.**

- *Capacity Analysis attempts to quantify the amount of capacity.*
- *Useful when compared to “Head Count” number of students.*
- *Sets a standard for a fully functioning school that accommodates anticipated programs.*

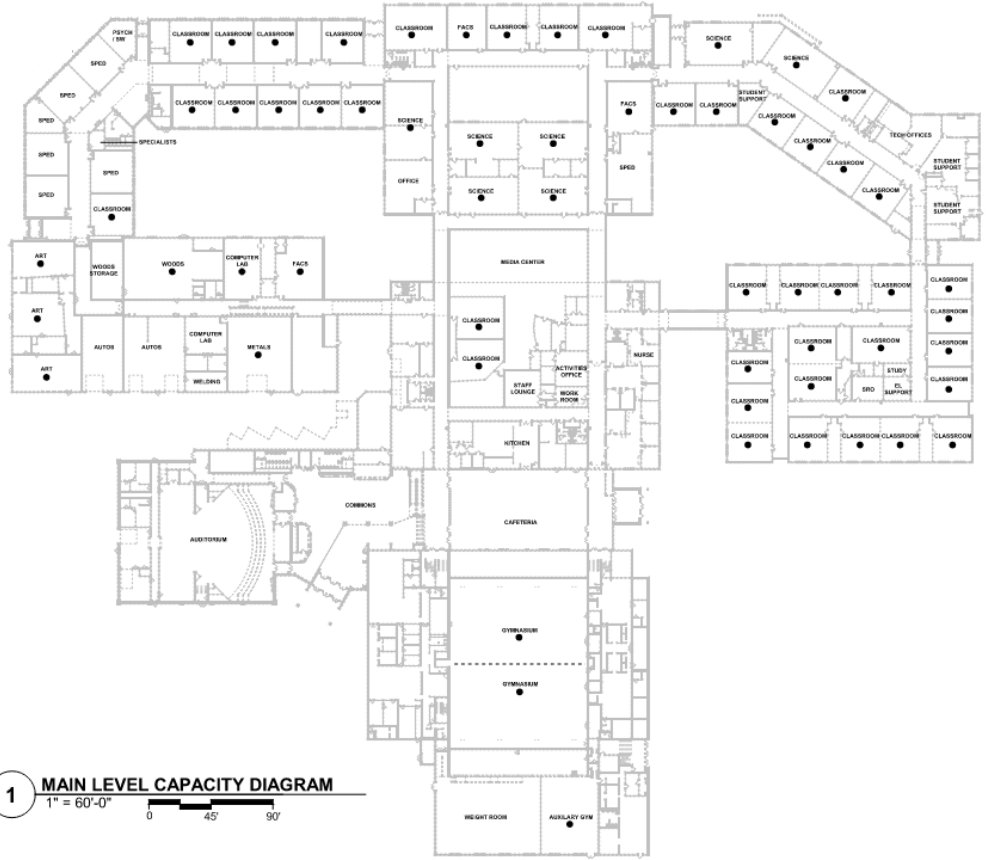
# CAPACITY ANALYSIS

## NORTHFIELD HIGH SCHOOL

62 x 32 students x 86%  
 (6 out of 7 periods) =  
**1,706 student capacity**



1 UPPER LEVEL CAPACITY DIAGRAM  
 1" = 60'-0"  
 0 45 90



1 MAIN LEVEL CAPACITY DIAGRAM  
 1" = 60'-0"  
 0 45 90

# NORTHFIELD PUBLIC SCHOOLS

## ISD #659

ENROLLMENT PROJECTIONS

Hazel H. Reinhardt

January 24, 2022

# ENROLLMENT PROJECTIONS

| Year            | K-5          | 6-8        | 9-12         | Total        |
|-----------------|--------------|------------|--------------|--------------|
| <b>2021-22</b>  | <b>1,491</b> | <b>921</b> | <b>1,398</b> | <b>3,810</b> |
| <b>2026-27</b>  |              |            |              |              |
| Low K/Low Mig   | 1,432        | 823        | 1,330        | 3,586        |
| Low K/High Mig  | 1,454        | 833        | 1,292        | 3,579        |
| High K/Low Mig  | 1,458        | 823        | 1,330        | 3,611        |
| High K/High Mig | 1,481        | 833        | 1,292        | 3,605        |
| <b>2031-32</b>  |              |            |              |              |
| Low K/Low Mig   | 1,401        | 781        | 1,214        | 3,396        |
| Low K/High Mig  | 1,422        | 801        | 1,202        | 3,425        |
| High K/Low Mig  | 1,430        | 797        | 1,221        | 3,449        |
| High K/High Mig | 1,452        | 818        | 1,209        | 3,480        |

# CAPACITY VS ENROLLMENT

## CAPACITY OF FACILITY VS. PROJECTED ENROLLMENT

| Year    | Capacity | Actual | Low K   | Low K    | High K  | High K   | % Full |
|---------|----------|--------|---------|----------|---------|----------|--------|
|         |          |        | Low Mig | High Mig | Low Mig | High Mig |        |
| 2011-12 | 1706     | 1,218  |         |          |         |          | 71%    |
| 2012-13 | 1706     | 1,242  |         |          |         |          | 73%    |
| 2013-14 | 1706     | 1,237  |         |          |         |          | 73%    |
| 2014-15 | 1706     | 1,239  |         |          |         |          | 73%    |
| 2015-16 | 1706     | 1,292  |         |          |         |          | 76%    |
| 2016-17 | 1706     | 1,290  |         |          |         |          | 76%    |
| 2017-18 | 1706     | 1,328  |         |          |         |          | 78%    |
| 2018-19 | 1706     | 1,371  |         |          |         |          | 80%    |
| 2019-20 | 1706     | 1,336  |         |          |         |          | 78%    |
| 2020-21 | 1706     | 1,370  |         |          |         |          | 80%    |
| 2021-22 | 1706     | 1,275  |         |          |         |          | 75%    |
| 2026-27 | 1706     |        | 1330    | 1292     | 1,330   | 1292     | 76%    |
| 2031-32 | 1706     |        | 1214    | 1202     | 1,221   | 1209     | 71%    |

5-year projection

10-year projection



- **Listening Sessions Held**

- *Instructional Services: February 2*
- *Child Nutrition: February 2*
- *Special Education: February 2*
- *Technology/IT: February 2*
- *Activities: February 2*
- *All-Staff: February 7*
- *Finance Advisory Committee: February 7*
- *Department Heads: February 8*
- *Facilities Team: February 14*
- *All-Staff Options: February 18 or 24*
- *Community Education: February 21*
- *Drama/Music: February 21*
- *District Youth Council: February 23*



## EDUCATIONAL ADEQUACY

### STAFF INPUT THEMES – BUILDING CHALLENGES

- *General wayfinding / organization (confusing, pinch points for circulation) – being spread out difficult for collaboration*
- *Many outside doors / lack of clear entry*
- *Lack of flexible breakout spaces and small group meeting rooms near classrooms (variety of space sizes and types)*
- *Setup of Special Education space (amount, space relationships, amenities)*
- *Not enough music rehearsal space and lack of relationship to auditorium; practice rooms not sound-proofed; storage of music equipment (not enough space, very tight)*
- *Some spaces without natural daylight*
- *Lack of staff restrooms and single-user restrooms*
- *Locker rooms difficult to supervise, poor ventilation*
- *Not enough physical education space for daytime activities or before/after school activities*
- *Cafeteria – long lines, low ceiling, loud*
- *Accessibility challenges across levels, especially to activities spaces / weight room area*
- *Comfort in spaces (too hot, too cold, unpredictable)*
- *Design of FACS and science labs does not align with current teaching practices and class sizes*
- *Need better supervision relationships between T&E labs*
- *No staff collaborative space*
- *Commons is not welcoming*

- *Greenspace around building / courtyards are nice (but do not utilize for fire code)*
- *Media center – welcoming environment, natural daylight, flexibility, spacious feeling*
- *Flexible seating around the building in a few spots (S Wing, M Wing)*
- *Art Rooms (layout, natural daylight)*
- *Ability to eat in areas beyond the cafeteria (related to a “least favorite”)*
- *SI 20 room (dedicated flexible space)*

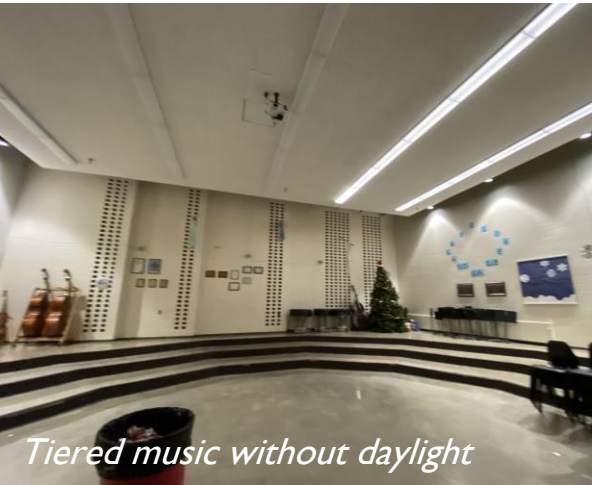
## STUDENT INPUT THEMES – BUILDING CHALLENGES

- Locker rooms are not inviting or comfortable, lack of privacy
- Path to get to the weights/fitness area for those with mobility challenges is roundabout / loses important time
- General temperature control – some rooms hot, some cold, on the same day
- Athletic storage is undersized, and scattered
- Music area – tight, not enough / inappropriate size practice rooms, getting instruments difficult
- Layout / wayfinding is confusing and can create anxiety (cannot see around corners, not sure where to go in emergency sometimes if in hallways)
- Not enough student toilets around the building, especially with privacy
- Finishes in poor condition in music area and around the gym
- Cafeteria is crowded and serving lines weave between tables – “someone standing over your shoulder while you eat”
- General concerns with security – lack of sightlines
- Lockers – not located in convenient areas (by buses, etc) and few students use them

## STUDENT INPUT THEMES – BUILDING SUCCESSES

- *Courtyards are nice – controlled way to be outside*
- *Seating areas in M and S wing for flexible furniture*
- *Art Suite – nice space to share student work, natural daylight*
- *Media Center – spacious, seating options, access to computers*
- *The small offices between classrooms – nice for meetings, flex, etc.*
- *Taking out lockers to create flex spaces – few students use them*

# EDUCATIONAL ADEQUACY PHOTOS - BUILDING CHALLENGES



# EDUCATIONAL ADEQUACY PHOTOS – BUILDING SUCCESSES



*Art classrooms / suite – daylight,  
enough space, gathering area*



*Views to exterior / nature*



*Daylight, flexibility, welcoming  
atmosphere of media center*

- *Additions and improvements over time feel ad hoc – need a holistic end solution*
- *Provide tours and photos for general public*
- *Need clear, justifiable narrative for the solution*
- *Consider flexibility for the future – currently trying to run a flexible day in an inflexible building*
- *Include student input and spaces for student choice and a variety of learning styles*
- *Promote inclusion of the community*



# Meeting 2 Overview

*March 31, 2022*

# NHS MASTER PLANNING

## MEETING 2 INTRO

- Interested Task Force members went on a tour of the building prior to meeting #2, which lasted about one hour and included all areas/zones of the facility
- Valori Mertesdorf (ISD 659) and Shelby McQuay (Ehlers) presented to the Task Force about school finance in general, as well as the funding sources available to do capital improvements

## EDUCATIONAL ADEQUACY MUSIC / DRAMA NEEDS INPUT

- *There are only 2 rehearsal spaces for 3 full time instructors – need a third rehearsal space*
- *Rehearsal spaces have built-in tiers that limit flexibility and are not accessible*
- *Storage space for instruments is claustrophobic and challenging to access as students enter/exit the music area*
- *Practice rooms are too small and not soundproofed (should have 3)*
- *Ensemble spaces are too small and not soundproofed (should have 2-3)*
- *Practice and Ensemble rooms should be able to be supervised*
- *Orchestra room and storage does not have appropriate humidity control*
- *Music suite struggles with climate control in general (does not have AC)*
- *Storage needs: sheet music, uniforms, robes, chairs, stairs, portable risers*
- *Rehearsal spaces should be near and ideally on same level as auditorium / first floor for loading of equipment*
- *Sound systems in rehearsal spaces are poor quality*

## MUSIC / DRAMA NEEDS INPUT CONTINUED

- *Fly space for the stage is tight (budget cuts at the time of construction)*
  - *The building would benefit from having a multipurpose space (like a black box) for performances that do not need the entire auditorium or when it is full / has sets on the stage for longer periods of time*
  - *There is no green room for the auditorium, only gender-specific dressing rooms that have no connectivity to stage (hard for cues, etc)*
  - *Difficult to get large equipment in/out of auditorium (doors not wide enough or have to take a winding path)*
- *The technology and systems of the auditorium are outdated including: non-LED lighting, sound system / enough microphones, ability to record/livestream, etc.*
  - *Theater seats are due for replacement*
  - *Rigging system is in poor condition and needs replacement / repairs*

## EDUCATIONAL ADEQUACY ACTIVITIES / ATHLETICS NEEDS INPUT

- *There is not enough gymnasium space. Daytime use would recommend at least four courts that are not overlapping to support PE, and after-school activities use all available space and push into other buildings*
- *Any new space (fieldhouse, etc) would not be recommended to be the game gym – current space works (with some enhancements like sound system)*
- *Any future courts should be considered to have a small amount of seating for spectators for tournaments, etc. and should consider a variety of features like alternate surfaces, batting cages, etc. to be multi-purpose*
- *A walking track would be ideal for phy ed (and potentially community use) – currently use the general school hallways*
- *Locker rooms are in poor condition and locker sizes do not work well for equipment and team sizes*
- *Locker rooms serve as pass-through spaces (or have to walk through the gym) there are no hallways on the sides of the gym*
- *Need 2-3 classrooms for health and PE instruction in the general activities area – currently utilizing old locker room, etc.*
- *Storage is fragmented and irregular in shape/size (underneath bleachers, etc)*
- *Athletic training room is undersized and in poor condition*

## ACTIVITIES / ATHLETICS NEEDS INPUT CONTINUED

- *Some specialized sports are located off-site, such as gymnastics, hockey, clay trap, bowling, fishing, golf, and dance team*
- *The District leases space at the Dundas dome and will likely continue to do so*
- *Youth Associations use available gym space across the District, and oftentimes this is until 9:00 PM which can be challenging for younger children*
- *Soccer fields built at Spring Creek which works well*
- *Tennis layout is challenging – 2 and 5 courts separated by a drainage area; 8-10 courts located together would be ideal*

## EDUCATIONAL ADEQUACY

- *Onsite fields: 3 practice football / lacrosse (not lit); two baseball fields (one practice, one competition, neither lit); two softball fields (one practice, one competition, neither lit); Memorial Field (used for games only to let natural turf rest and establish)*
- *There is no track onsite at the High School – utilize the MS which leads to 200+ athletes using same space, and MS does not have any spectator seating for the track*
- *Only fields that are fenced are varsity baseball / softball*
- *The weight room is appropriately sized*

## EDUCATIONAL ADEQUACY COMMUNITY EDUCATION NEEDS INPUT

- *Gym spaces are used by a variety of groups for volleyball, basketball, etc – adjustable features are good to support wide range of age groups*
- *Dance performances utilize the gymnasium / theater*
- *Several classroom spaces are used for community education, including Art, FACS, and general classrooms*
- *Other uses of NHS by groups: Sports team banquets, faculty meetings, driver's education, children's theater, concerts, youth choir, etc.*
- *The building has community members walking in the mornings*
- *Would be ideal if community-use spaces were easy to find (near an entry) and rest of building is able to be secured*

- **Secure Vestibule at All Facilities**
  - Direct connection to main office
    - All sites (including improvements planned at NHS)
- **Security Cameras**
  - Ability to view from centralized location
  - Improve coverage and camera quality
  - Integration with other systems (Visitor Management System)
- **Building Access Control (card readers)**
  - Integration with other systems (Visitor Management System)
  - Video phones at loading docks, main entry and other high-use doors (i.e. extended day or activities)



- **Communications**
  - Public Announcement systems - areas of coverage (both inside and outside)
  - Visual messages/notifications for loud areas and accessibility purposes
- **Lockdown procedures**
  - Tools to improve communication
  - Classroom locks
  - Creating zones within the building



# FUTURE-READY LEARNING ENVIRONMENTS

## KEY CONCEPTS



**Learning spaces need to adapt to meet the needs of every individual student – today and in the future**

- Learning can happen anywhere – not limited to the classroom
- Flexibility for the future to meet unique needs is essential
- Every student has their own path to success – career readiness
- Facilities need to be flexible and dynamic to empower learners and educators
- What type of spaces are needed for hybrid/self-paced work?



 **Knutson**Construction

# FUTURE-READY LEARNING ENVIRONMENTS

## FLEXIBLE LEARNING ENVIRONMENT



Before



After

# Small Group Activity

*What do the families of Northfield Public Schools expect out of the High School facility?*

*What are the critical features of our High School master plan / what must our plan address?*

# Meeting 3 Overview

*April 14, 2022*

# FACILITY MASTER PLAN SOLUTIONS

## MASTER PLAN CATEGORIES

### Categories:

Building Condition

Programming & Future Readiness

Performance, Activities & Community Spaces

Wayfinding & Safety

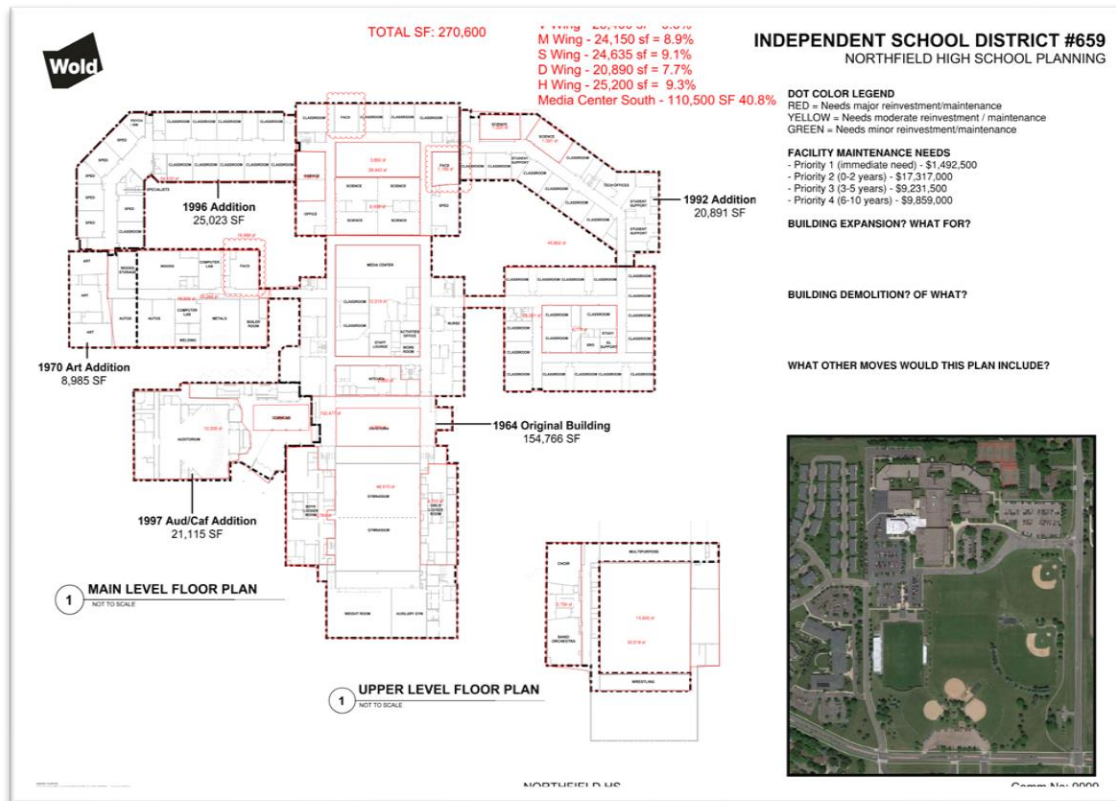
# Small Group Activity

***What are your ideas for the master plan?***

*As a Task Force, what will we be expected to have studied?*

# FACILITY MASTER PLAN SOLUTIONS

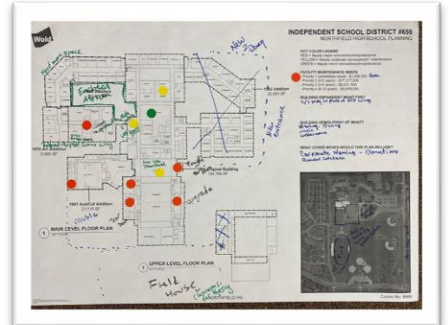
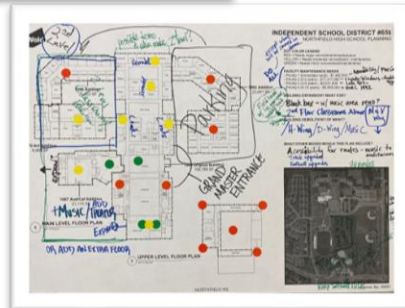
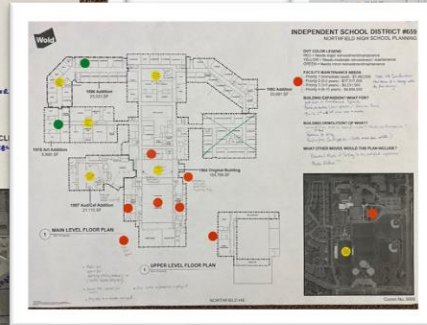
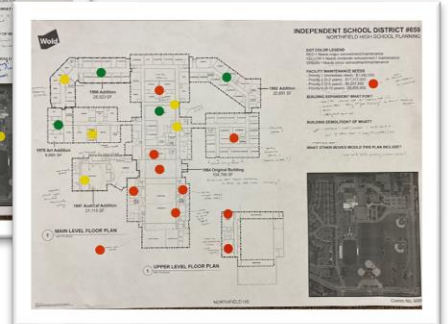
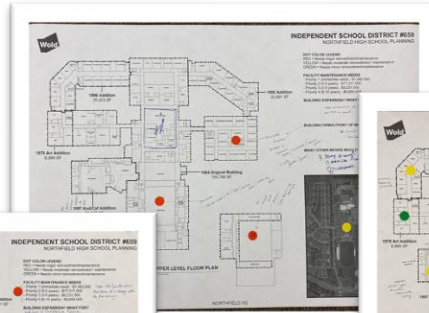
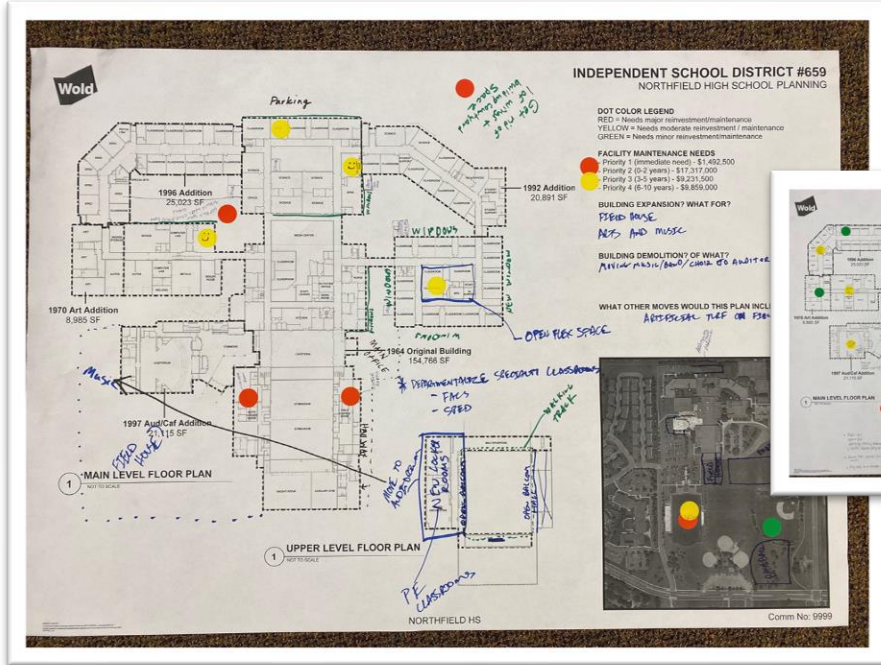
## MASTER PLAN IDEATION





# FACILITY MASTER PLAN SOLUTIONS

## MASTER PLAN IDEATION



# Meeting 4 Overview

*April 28, 2022*

## MASTER PLAN DEVELOPMENT WHERE ARE WE AT IN THE PROCESS?

- While they differed in implementation, most groups had nearly identical thoughts in regards to the master plan main components – there appears to be agreement in regards to what areas are in need of reinvestment
  - *Differences were in “how” (renovate vs replace) and in some instances level of investment*
- We need to establish needs and their solutions but do not need to design the project (that comes after funding and takes about a year for a high school)
- We need to prioritize the needs to ensure that our recommendation can be aligned to available funding

# MASTER PLAN DEVELOPMENT

## MASTER PLAN CONCEPTS FROM MEETING 3

**DOT COLOR LEGEND**

- RED = Needs major reinvestment/maintenance
- YELLOW = Needs moderate reinvestment / maintenance
- GREEN = Needs minor reinvestment/maintenance

**FACILITY MAINTENANCE NEEDS**

- Priority 1 (immediate need) - \$1,492,500
- Priority 2 (0-2 years) - \$17,317,000
- Priority 3 (3-5 years) - \$9,231,500
- Priority 4 (6-10 years) - \$9,859,000

**BUILDING EXPANSION? WHAT FOR?**

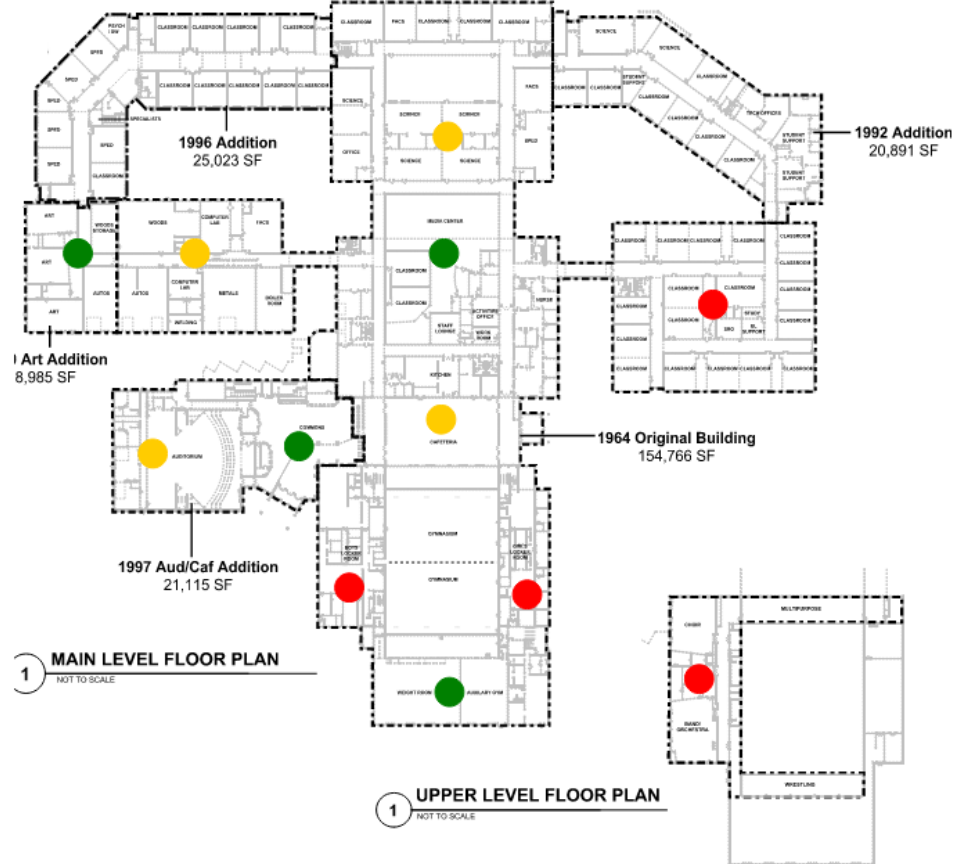
- FIELDHOUSE / ADDITIONAL GYMNASIUM SPACE
- ADDITIONAL / NEW MUSIC CLASSROOMS

**BUILDING DEMOLITION? OF WHAT?**

- D OR H WING

**WHAT OTHER MOVES WOULD THIS PLAN INCLUDE?**

- FLEXIBLE SPACE AROUND THE BUILDING



## MASTER PLAN DEVELOPMENT BUILDING CONDITION FINDINGS

- *Northfield High School was originally built in 1964 and has been added onto several times, including in 1970, 1992, 1996, and 1997. While upgrades have been done to the buildings' systems over time (including large mech/elec renovation in 2002), many of the systems and components throughout the building are past their useful life.*
- *Occupants of the building report uneven heating and cooling, including areas without cooling.*
- *The building envelope requires improvements for insulation and water intrusion, including waterproofing, tuckpointing, roof work, and windows.*
- *The restrooms and locker room areas are in poor condition.*
- *There are elements of the High School that are not in compliance with the ADA (Americans with Disabilities Act), and occupants with mobility needs report challenges with some of the level changes in the building.*
- *Needs anticipated in the next 10+ years are around \$38M (in 2022 dollars).*

# MASTER PLAN DEVELOPMENT

## BUILDING CONDITION NEEDS STATEMENTS / RUBRIC

- *The systems of Northfield High School should provide an environment that is safe, healthy, and encourages learning, including appropriate and reliable temperature and indoor air quality.*
- *The Master Plan should address all known maintenance needs for the facility.*
- *All buildings need to meet accessibility codes to support all those who use the buildings, including students, staff, and the community. The buildings should be designed with universal access to all spaces.*
- *The Master Plan should prioritize sustainability and energy efficiency with a focus on lowering operating costs.*
- *The Master Plan should prioritize access to improved lighting, including interior lighting upgrades and access to natural daylight.*

### **Solutions:**

- ✓ Address critical maintenance & accessibility needs
- ✓ Prioritize access to natural daylight

## MASTER PLAN DEVELOPMENT PROGRAMMING & FUTURE READINESS FINDINGS

- *Special education programming has changed significantly since the time the building was built, and there are layout/configuration challenges.*
- *Specialized environments, like FACS, Science, and T&E do not have appropriate provisions, including adequate lab space, equipment, and space relationships.*
- *The music wing struggles with inaccessible tiered floors, being on a different level from the auditorium, and inadequate space. Practice rooms, instrument storage, and enough rehearsal spaces are needed.*
- *The building has a small amount of flexible learning space, which has been embraced and building users highly value. In general, much of the NHS facility is inflexible.*

# MASTER PLAN DEVELOPMENT PROGRAMMING & FUTURE READINESS NEEDS STATEMENTS / RUBRIC (1 of 2)

- *Northfield High School should be designed to support the mission and vision of the District, including community expectations and current/future programming.*
- *The Master Plan should include flexible/multiuse, welcoming spaces for students and staff.*
- *The Master Plan should update hands-on spaces, such as FACS, Science, and T&E to match current and future programming and provide spaces for all students to succeed.*
- *The Master Plan should include flexible furniture throughout the facility to support adaptability and choice.*
- *The Master Plan should include appropriate spaces for special education.*
- *The Master Plan should include adequate space for music rehearsals that is accessible and includes appropriate practice and storage space.*

## **Solutions:**

- ✓ Renovation of FACS, Science, T&E
- ✓ Additional Music rehearsal space
- ✓ Improve flexibility / welcoming feeling



# MASTER PLAN DEVELOPMENT PROGRAMMING & FUTURE READINESS NEEDS STATEMENTS / RUBRIC (2 of 2)

- *Northfield High School should be designed to support the mission and vision of the District, including community expectations and current/future programming.*
- *The Master Plan should include flexible/multiuse, welcoming spaces for students and staff.*
- *The Master Plan should update hands-on spaces, such as FACS, Science, and T&E to match current and future programming and provide spaces for all students to succeed.*
- *The Master Plan should include flexible furniture throughout the facility to support adaptability and choice.*
- *The Master Plan should include appropriate spaces for special education.*
- *The Master Plan should include adequate space for music rehearsals that is accessible and includes appropriate practice and storage space.*

## **Solutions:**

- ✓ Updates for special education
- ✓ Flexible furniture and renovations for adaptability and flexibility

# MASTER PLAN DEVELOPMENT PERFORMANCE, ACTIVITIES, AND COMMUNITY SPACES FINDINGS

- *Physical education offerings during the day do not have enough space, leading to scheduling challenges and classes being held in inappropriate environments like hallways.*
- *The type and quantity of activities offerings has increased significantly since the building was built, and there is not enough space at the high school. This leads to scheduling challenges and practices occurring late in the evening.*
- *The locker rooms are in poor condition and are not comfortable for users.*
- *The outdoor fields require constant maintenance and are oftentimes inaccessible for use due to drainage and the wear/tear from high demand.*
- *Storage is scattered throughout the building and undersized, including lockers.*
- *The technology/systems of the auditorium require replacement, including lighting, sound systems, rigging, and seats.*

## MASTER PLAN DEVELOPMENT PERFORMANCE, ACTIVITIES, AND COMMUNITY SPACES NEEDS STATEMENTS / RUBRIC (1 of 2)

- *The High School should have adequate on-site space to support daytime physical education needs as well as before/after school activities. The Master Plan should work to minimize the use of offsite facilities and ensure high utilization of onsite amenities.*
- *The locker rooms should support supervision and user comfort as well as accommodate the variety of groups that may need to access the space at the same time.*
- *The Master Plan should address the lack of circulation around the gymnasium to avoid having to walk through spaces to access others.*

### **Solutions:**

- ✓ Fieldhouse addition
- ✓ Fix circulation problems around gym
- ✓ Renovate locker rooms
- ✓ Add artificial turf to Memorial Field

# MASTER PLAN DEVELOPMENT

## PERFORMANCE, ACTIVITIES, AND COMMUNITY SPACES NEEDS STATEMENTS / RUBRIC (2 of 2)

- *The systems and technology in the auditorium and gymnasium should support demands for both District and community use.*
- *The Master Plan should include a flexible performance space (Black Box or similar) to accommodate a range of performance and meeting space demands.*
- *The Master Plan should include accessible and attractive common spaces for both daytime and community use.*

### **Solutions:**

- ✓ Black Box Addition or Renovation
- ✓ Cafeteria / Commons / Kitchen Work

# MASTER PLAN DEVELOPMENT WAYFINDING AND SAFETY FINDINGS

- *Northfield High School has many exterior doors which are difficult to control.*
- *The overall layout of the building can be confusing to visitors and disorienting to users.*

# MASTER PLAN DEVELOPMENT

## BUILDING CONDITION NEEDS STATEMENTS / RUBRIC

- *The design of Northfield High School should support the District's safety and security standard, including screening visitors before entering the building and creating secure zones within the facility. The design of security systems should be seamless with the building environment.*
- *The Master Plan should provide for safe and efficient exterior traffic flow for students, staff, buses, drop-off/pick-up vehicles, bicycles, and pedestrians.*
- *The building should be safe and welcoming for students, staff, and the community.*

### **Solutions:**

- ✓ Reconstruct pick up / drop off / general site traffic
- ✓ Building flow and function should be improved

# Small Group Activity

*How do the identified needs rank in regard to priority?*

*How should our recommendation be shaped to align with financial parameters we were asked to work within?*

I = TOP PRIORITY  
 IO = NOT A PRIORITY

# MASTER PLAN DEVELOPMENT

## MASTER PLAN PRIORITIZATION

| Master Plan Component                                  | Group 1 | Group 2 | Group 3 | Group 4 | Average | Estimated Budget    |
|--|---------|---------|---------|---------|---------|---------------------|
| Maintenance Needs                                      | I       | I       | I       | I       | I       | \$28,567,500        |
| Renovate Specialized Environments (Science, FACS, T&E) | I       | I       | I       | I       | I       | \$10,619,340        |
| Locker Rooms Renovation                                | I       | I       | I       | I       | I       | \$4,824,540         |
| Address Kitchen/Cafeteria Needs                        | I       | I       | I       | I       | I       | \$4,084,375         |
| Storm Shelter  | I       | I       | I       | I       | I       | \$1,875,000         |
| Updates for Special Education                          | I       | I       | I       | 2       | 1.25    | \$2,160,000         |
| Flexible Furniture                                     | I       | I       | 2       | I       | 1.25    | \$1,725,000         |
| Improve Building Flexibility                           | I       | I       | 2       | 2       | 1.5     | \$3,650,250         |
| Fieldhouse Addition                                    | 2       | 3       | I       | I       | 1.75    | \$18,170,000        |
| Address Music Needs                                    | 2       | 2       | I       | 3       | 2       | \$6,329,521         |
| Auditorium Updates                                     | 2       | 3       | I       | 2       | 2       | \$2,130,000         |
| Update Classroom Technology                            | I       | 4       | 3       | 2       | 2.5     | \$875,000           |
| Add Turf to Memorial Stadium                           | IO      | IO      | I       | 4       | 6.25    | \$2,000,000         |
| <b>ALL MASTERPLAN COMPONENTS</b>                       |         |         |         |         |         | <b>\$87,010,526</b> |

**PRICING CREATED IN SUMMER 2022**  
**TO BE REVISITED WITH REVISED ELECTION/BIDDING SCHEDULE**  
**AFTER SCOPING**



# MASTER PLAN DEVELOPMENT SOLUTIONS STUDIED IN SUMMER 2022

| Master Plan Scenario   | Maintenance / Minor Renovation | Moderate Renovation Options   | All Master Plan Priorities |
|------------------------|--------------------------------|---|----------------------------|
| Reinvest in Current HS | \$40M                          | Ranges – the Task Force considered \$55M / \$70M tax impacts; maintenance varies with other choices | \$87M                      |
| Replacement Facility   | \$118M-\$120M                  |   |                            |

- o *Task Force Master Plan recommendation can be used to guide investment based on tax impact*

**PRICING CREATED IN SUMMER 2022  
TO BE REVISITED WITH REVISED  
ELECTION/BIDDING SCHEDULE AFTER  
SCOPING**

# MASTER PLAN DEVELOPMENT ELECTION TIMELINES

**DRAFT TIMELINE FOR SPECIAL ELECTION DATED** -

**February 13, 2024**

**April 9, 2024**

**May 14, 2024**

**August 13, 2024**

**November 5, 2024**

**To Be Completed Prior To:**

Adopt combined polling places resolution by the earlier of 90 days prior to the election or December 31 of the prior calendar year. Combined polling place must be currently designated as a polling place for the county or another municipality. \*\* †

Notify County Auditor within 30 days of establishment of combined polling places

Finalize scope of project

Determine financing details

Submit Review & Comment application materials to Commissioner of Education (school board must approve application prior to submission)\*

Receive Review and Comment by

Adopt formal Resolution Calling the Election (resolution contains form of election notice and ballot - adopt at least 74 days prior to election)\*\*

Furnish ballot to each County Auditor in which the District lies at least 74 days prior to election\*\*

Furnish ballot or notice of special election to Commissioner of Education at least 74 days prior to election\*\*

(1) A mailed notice of new/combined polling places to registered voters is required at least 25 days prior to election\*\* †  
-OR-

(2) If previously established combined precincts to be used, 14 days mailed notice of polling places to every affected household with at least 1 registered voter (exceptions if election falls on date of certain other elections)\*\* †

Appoint election judges at least 25 days prior to election\*\*

Publish Review and Comment (at least 48 days but no more than 60 days prior to election date)\*\*

Hold School Board public meeting to discuss MDE Commissioner's Review & Comment response \*\*

Publish election notice (publish twice at least one week before election)\*\*

Post election notice at the administrative offices of the district at least ten days prior to election date \*\*

Post sample ballot (at the administrative offices at least four days prior to election; and at each polling place on the date of election)\*\*

Distribute informational material

**Hold special election**

Provide written notice of certified vote totals to Commissioner of Education in a timely fashion after the election\*\*

|  | <b><u>February 13, 2024</u></b>                              | <b><u>April 9, 2024</u></b> | <b><u>May 14, 2024</u></b> | <b><u>August 13, 2024</u></b> | <b><u>November 5, 2024</u></b> |
|--|--|-----------------------------|----------------------------|-------------------------------|--------------------------------|
|  | November 15, 2023  | December 31, 2023           | December 31, 2023          | December 31, 2023             | December 31, 2023              |
|  | Within 30 days of Board Adopting Combined Polling Resolution |                             |                            |                               |                                |
|  |  |                             |                            |                               |                                |
|  |  |                             |                            |                               |                                |
|  | October 6, 2023  | December 1, 2023            | January 5, 2024            | April 5, 2024                 | June 28, 2024                  |
|  | December 15, 2023  | February 9, 2024            | March 15, 2024             | June 14, 2024                 | September 6, 2024              |
|  | December 1, 2023   | January 26, 2024            | March 1, 2024              | May 31, 2024                  | August 23, 2024                |
|  | December 1, 2023   | January 26, 2024            | March 1, 2024              | May 31, 2024                  | August 23, 2024                |
|  | December 1, 2023   | January 26, 2024            | March 1, 2024              | May 31, 2024                  | August 23, 2024                |
|  | January 19, 2024   | March 15, 2024              | April 19, 2024             | July 19, 2024                 | October 11, 2024               |
|  | January 30, 2024   | March 26, 2024              | April 30, 2024             | July 30, 2024                 | October 22, 2024               |
|  | January 19, 2024   | March 15, 2024              | April 19, 2024             | July 19, 2024                 | October 11, 2024               |
|  | December 15, 2023  | February 9, 2024            | March 15, 2024             | June 14, 2024                 | September 6, 2024              |
|  | December 27, 2023  | February 21, 2024           | March 27, 2024             | June 26, 2024                 | September 18, 2024             |
|  | Prior to election, after receipt of MDE response             |                             |                            |                               |                                |
|  | Twice by   |                             | Twice by                   |                               |                                |
|  | February 6, 2024   | April 2, 2024               | May 7, 2024                | August 6, 2024                | October 29, 2024               |
|  | February 3, 2024   | March 30, 2024              | May 4, 2024                | August 3, 2024                | October 26, 2024               |
|  | February 9, 2024   | April 5, 2024               | May 10, 2024               | August 9, 2024                | November 1, 2024               |
|  | February 13, 2024  | April 9, 2024               | May 14, 2024               | August 13, 2024               | November 5, 2024               |

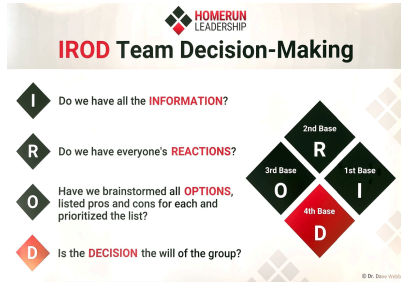
\* Commissioner has up to 60 days from date material is received to complete the Review and Comment process and send comment to the District. Additional time should be allotted in the case of questions from the Commissioner, and to ensure the publication and public meeting requirements are able to be met.

\*\* Time frame shown here is a legal requirement.

† These items are not required if the District's election is being held in conjunction with a federal or statewide election.

# Questions & Discussion

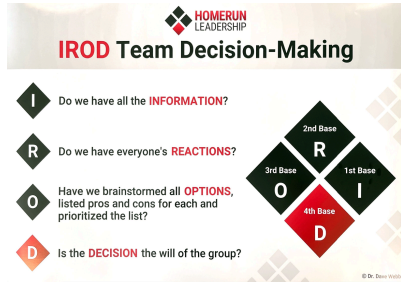
**Appendix D:**  
IROD Process of High School Problems to Solve



## Northfield School District IROD Process for Teams



| Discussion Item  | Information  | Reactions   | Options  | Team Decision |
|--|--|---|--|---------------|
| <p><b>Infrastructure (critical systems at end of life and other needed updates)</b></p> <ul style="list-style-type: none"> <li>Necessary maintenance</li> <li>Building envelope/layout</li> <li>Windows</li> <li>Ensuring accessibility</li> <li>Lighting fixtures (controllable lighting)</li> <li>HVAC — climate control and energy efficiency</li> <li>Air exchange</li> <li>Comfort and climate</li> <li>Restroom facilities (more access and individual facilities)</li> <li>Building traffic flow and wayfinding</li> <li>Kitchen and dining experience</li> </ul> | <ul style="list-style-type: none"> <li><a href="#">B3 benchmarking</a></li> <li>Need information about current energy/insulation, etc. (r-value) <ul style="list-style-type: none"> <li>Estimated R value of walls is under 2.</li> <li>Code minimum today is 13.3 for walls</li> </ul> </li> <li><a href="#">Wold Facility Assessment</a></li> <li><a href="#">Energy Performance Index</a></li> <li><a href="#">NHS Existing Wall Sections Analysis</a></li> <li><a href="#">NHS Google Earth View</a></li> <li><a href="#">NHS Map</a></li> </ul> | <ul style="list-style-type: none"> <li>Dealing with an older building — difficult to remodel at a practical cost. Costing of remodel vs. build? What is the cost ratio?</li> <li>HVAC question is much more complicated than initially thought it would be.</li> <li>Question about how last year's hybrid proposal would have factored into HVAC plan given limited room for updates.</li> <li>How do you tie the remaining parts of the building into any "reimagined" facility.</li> <li>Distance between classrooms is problematic in some instances.</li> <li>Climate and comfort — difficulty in telling students what to wear to accommodate.</li> <li>Amount of energy/money that it takes to keep the</li> </ul> | <p>The board heard five different draft options and associated estimated costs at its Jan. 16 work session:</p> <ul style="list-style-type: none"> <li>Option 1A: Substantial maintenance and modest renovation of the existing facility. Estimated cost: \$59.5 million</li> <li>Option 1B: Substantial maintenance and modest renovation of the existing facility, new furniture for the entire facility, and a turf practice field for PE classes and athletic practices. Estimated cost: \$66.5 million.</li> <li>Option 1C: Substantial maintenance and modest renovation of the existing facility, new furniture for the entire facility, a turf practice field for PE classes and athletic practices, and an athletic fieldhouse with room</li> </ul> |               |



## Northfield School District IROD Process for Teams



| Discussion Item  | Information  | Reactions  | Options   | Team Decision |
|--|--|--|---|---------------|
| <p><b>Classroom, laboratory, shop, and learning space updates</b></p> <ul style="list-style-type: none"> <li>Natural lighting</li> <li>Every teacher should have their own classroom space</li> <li>Music space insufficient</li> <li>Designing physical space to align with best practice</li> <li>Updated Vocational/Career Prep Spaces</li> </ul> | <ul style="list-style-type: none"> <li><a href="#">Article list</a></li> <li><a href="#">Staff &amp; student input on adequacy</a></li> <li><a href="#">NHS Map</a></li> </ul> | <p>climate temperate is wasteful.</p> <ul style="list-style-type: none"> <li>Dealing with an older building — difficult to remodel at a practical cost. There would be better design aspects today.</li> <li>Might be more reactions after we visit Owatonna HS.</li> <li>All issues are important — the task force’s prioritization challenges are apparent.</li> <li>The Greenvale Park improvement/template. <ul style="list-style-type: none"> <li>Greenvale Park tour?</li> </ul> </li> <li>Natural light — what classrooms at the HS do not have natural light? [See map]</li> <li>Preservation may be important but may not be important in the scope of student’s education.</li> <li>Furniture</li> </ul> | <p>for four basketball courts. Estimated cost: \$87.2 million.</p> <ul style="list-style-type: none"> <li>Window expansion for Option 1A, 1B, or 1C: This would not just replace but expand the windows for more natural light. This would add \$2.5 million to the costs listed above.</li> <li>Option 2: Reimagine the existing facility. This would include a significant, multi-story addition, demolition of the H, D, M, and S wings, and renovation of the remaining parts of the existing facility, a turf practice field for PE classes and athletic practices, and an athletic fieldhouse with room for four basketball courts. Estimated cost: \$117.6 million.</li> <li>Option 3: A new school on the existing campus, demolition of most of the</li> </ul> |               |
| <p><b>Activities spaces and community</b></p>  | <ul style="list-style-type: none"> <li><a href="#">Auditorium renovation</a></li> </ul>  | <ul style="list-style-type: none"> <li>Do we have adequate</li> </ul>  |   |               |



## Northfield School District IROD Process for Teams



| Discussion Item  | Information  | Reactions  | Options  | Team Decision |
|--|--|--|--|---------------|
| <p><b>access</b></p> <ul style="list-style-type: none"> <li>• Auditorium updates needed</li> <li>• Expanded gym space: athletic and academic space</li> <li>• Weight room</li> <li>• Community use of high school</li> <li>• Locker rooms</li> </ul> | <ul style="list-style-type: none"> <li>• <a href="#">budget comments from Liam Fisher.</a></li> <li>• <a href="#">Staff &amp; student input on adequacy</a></li> </ul> | <p>performance space?</p> <ul style="list-style-type: none"> <li>• Inadequate equipment (audio, lighting, etc. — end of usable life)</li> <li>•</li> </ul>   | <p>existing facility (leaving gym, auditorium, and cafeteria for community use). (The athletic fieldhouse amenities would be incorporated into the new building.) Estimated cost range: \$162.8 million—173.2 million.</p> <ul style="list-style-type: none"> <li>• Option 4: A new school on a new campus. Estimated cost range: \$172.8 million—176.4 million.</li> </ul>  |               |
| <p><b>Safety/security</b></p> <ul style="list-style-type: none"> <li>• Security dilemma (37 exits)</li> <li>• Storm shelter (required with new construction)</li> </ul>  | <ul style="list-style-type: none"> <li>• <a href="#">NHS Map</a></li> </ul>  | <ul style="list-style-type: none"> <li>• Too many doors is probably more of a concern than a benefit</li> <li>• Potential reduction in behavioral issues due to better supervision sight lines?</li> </ul> | <ul style="list-style-type: none"> <li>• Potential geothermal solution: this could be added to any of the options. Estimated cost: \$7 million.</li> <li>• <a href="#">You can see more detailed of these draft estimates and test fit solutions here.</a> These are also part of the Jan. 22 board packet.</li> <li>• <a href="#">You can see the tax impact tables here.</a> These are also part of the Feb. 12 board packet.</li> </ul> |               |

**Appendix E:**  
Morris Leatherman Community Survey Results



# **Community Survey Results**

**Prepared for**

**Northfield Public Schools**

**February 2024**

**Northfield Public Schools**  
Community Survey Results  
February 2024

**Introduction**

The Morris Leatherman Company was retained by Northfield Public Schools to perform a scientific random-sample survey of the school district’s registered voters in order to gauge the community’s reaction to proposed improvements to the high school. This report is intended to supplement our summary presentation of overall findings and recommendations by providing additional detail about perceptions among different demographic groups.

Our survey included a random sample of 400 registered voters who were contacted between January 8<sup>th</sup> and January 20<sup>th</sup>. Interviews consisted of 34 questions with an average total duration of 10 minutes. The random sample was designed to provide a representation of the District’s registered voters, with controls for age, gender, parent status and voting history among other factors. For any demographic group that was oversampled in our interviews, sample weights were adjusted to provide overall results that reflect the demographic composition of the community as a whole.

Given the size of our survey sample, our demographic controls, and the number of registered voters in the District, the estimated margin of error for this survey is approximately  $\pm 4.8\%$ . Demographic information was limited for some dimensions. As a result, the margin of error for responses based on educational attainment (N=225) is  $\pm 6.5\%$ , and for homeownership (N=307) the margin of error is  $\pm 5.5\%$ . Income estimates were available for nearly all households (N=370), so the margin of error for this group is  $\pm 5.0\%$ .

**Who Was Called**

Before interviews began, we analyzed the District’s registered voter list to identify demographic targets to ensure that a representative sample of the District’s voters was surveyed. These characteristics included gender, age, geographic location, parent status and voting activity.

Our completed interviews were close to targets on each demographic dimension. The largest over-sampling was with voters aged 35-44, who were sampled at 3.3 points over the estimated proportion for the community. The table at right shows how close our interview sample was to the demographics of the District. For our analysis of overall results, we have applied a small re-weighting of responses to provide a representative sample of the community.

While not included as demographic controls, our survey also tracked household income, educational attainment, homeownership and whether residents took the survey via cell phone.

Approximately 75% of the interviews were completed with participants on cell phones, with the remainder reached by traditional land-line phone. The proportion of cell phone users has grown considerably over the past decade. In the first half of 2020, the National Health Interview Survey revealed that more than 60% of American homes were wireless-only.

| Demographic   | Target | Surveyed | Difference |
|---|--------|----------|------------|
| Males   | 47.6%  | 49.3%    | 1.7%       |
| Females   | 52.4%  | 50.8%    | -1.7%      |
| Age 18-34 years                                     | 29.3%  | 27.5%    | -1.8%      |
| 35-44   | 13.5%  | 16.8%    | 3.3%       |
| 45-54   | 13.5%  | 15.0%    | 1.5%       |
| 55-64   | 15.6%  | 14.5%    | -1.1%      |
| 65+   | 28.1%  | 26.3%    | -1.9%      |
| Northfield Ward 1                                   | 20.1%  | 19.8%    | -0.4%      |
| Northfield Ward 2                                   | 18.7%  | 18.8%    | 0.1%       |
| Northfield Ward 3                                   | 14.8%  | 15.0%    | 0.2%       |
| Northfield Ward 4                                   | 14.0%  | 14.0%    | 0.0%       |
| Dundas/Bridgewater                                  | 12.8%  | 13.3%    | 0.5%       |
| Townships   | 19.6%  | 19.3%    | -0.4%      |
| Parents   | 28.0%  | 25.5%    | -2.5%      |
| Non-parents   | 72.0%  | 74.5%    | 2.5%       |
| Less Active/New voters<br>(0-2 of last 9 elections) | 32.7%  | 32.8%    | 0.1%       |
| Active voters<br>(3-5 of last 9 elections)          | 45.1%  | 46.0%    | 0.9%       |
| Very Active voters<br>(6-9 of last 9 elections)     | 22.1%  | 21.3%    | -0.9%      |

**Northfield Public Schools**  
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## **Survey Structure**

The main body of the survey asked respondents for their reactions to potential improvement projects to be undertaken at the high school. Participants were asked for their reaction both before and after hearing details about the proposed improvement projects. After hearing details about the proposal, participants were asked to react to a number of potential tax impacts .

## **Support for High School Improvements**

This section shows detailed responses to questions regarding potential improvements to the high school. The first table shows initial support for high school improvements, asked before receiving details about the different projects that might be included. The questions were introduced with the language below:

“The School District has been evaluating high school facility issues. The Board continues to evaluate options through public discussions and building tours. Facility improvements include accessibility, HVAC systems, and lighting. Updates to classrooms, laboratories, shops, music spaces, and upgrades to the auditorium and athletic facilities are also being evaluated.

After receiving public input, the Board may ask voters to increase property taxes to provide funding to address these high school facility issues.

Based on what you know today, would you support or oppose a referendum to address these high school facility issues?”

The second table shows support levels when participants were asked a similar question after hearing details about the improvement projects which would be possible under the proposal.

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Q7: Initial support for high school improvements:

|                       | Favor | Oppose | No opinion |
|-----------------------|-------|--------|------------|
| All Voters            | 66.2% | 21.9%  | 12.0%      |
| Male                  | 68.2% | 22.4%  | 9.4%       |
| Female                | 64.3% | 21.3%  | 14.4%      |
| Parent                | 81.4% | 10.6%  | 8.0%       |
| Non-Parent            | 59.5% | 27.9%  | 12.5%      |
| Alumni Parent         | 63.3% | 22.5%  | 14.3%      |
| Age 18-34             | 73.3% | 14.0%  | 12.7%      |
| 35-44                 | 78.8% | 12.4%  | 8.8%       |
| 45-54                 | 68.7% | 19.5%  | 11.8%      |
| 55-64                 | 59.8% | 25.9%  | 14.3%      |
| 65+                   | 55.2% | 33.3%  | 11.5%      |
| Northfield Ward 1     | 63.9% | 24.4%  | 11.7%      |
| Northfield Ward 2     | 67.6% | 27.2%  | 5.2%       |
| Northfield Ward 3     | 70.8% | 19.8%  | 9.4%       |
| Northfield Ward 4     | 60.2% | 22.3%  | 17.5%      |
| Dundas/Bridgewater    | 68.5% | 19.4%  | 12.0%      |
| Townships             | 66.6% | 17.3%  | 16.1%      |
| Less Active/New Voter | 69.7% | 17.8%  | 12.4%      |
| Active Voter          | 63.4% | 24.1%  | 12.5%      |
| Very Active Voter     | 66.7% | 23.1%  | 10.2%      |
| High School           | 67.5% | 18.1%  | 14.4%      |
| Some College          | 80.7% | 16.9%  | 2.4%       |
| Bachelor's            | 64.6% | 25.6%  | 9.8%       |
| Graduate              | 55.4% | 30.5%  | 14.1%      |
| HH Income <\$25k      | 74.8% | 15.8%  | 9.3%       |
| \$25-50k              | 67.3% | 25.2%  | 7.5%       |
| \$50-75k              | 68.4% | 21.0%  | 10.6%      |
| \$75-100k             | 66.6% | 21.6%  | 11.7%      |
| \$100-150k            | 62.8% | 23.1%  | 14.1%      |
| >\$150k               | 73.1% | 22.5%  | 4.3%       |
| Homeowner             | 67.0% | 23.4%  | 9.6%       |
| Renter                | 61.4% | 20.8%  | 17.8%      |

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Q29: Support after hearing details about improvement projects:

|                       | Favor | Oppose | No opinion | Change in support % |
|-----------------------|-------|--------|------------|---------------------|
| All Voters            | 68.7% | 23.3%  | 8.0%       | 2.5%                |
| Male                  | 69.3% | 23.5%  | 7.3%       | 1.1%                |
| Female                | 68.1% | 23.1%  | 8.8%       | 3.8%                |
| Parent                | 83.5% | 10.7%  | 5.8%       | 2.1%                |
| Non-Parent            | 61.0% | 29.2%  | 9.8%       | 1.5%                |
| Alumni Parent         | 67.4% | 25.1%  | 7.4%       | 4.2%                |
| Age 18-34             | 77.7% | 13.1%  | 9.2%       | 4.4%                |
| 35-44                 | 78.8% | 13.4%  | 7.8%       | 0.0%                |
| 45-54                 | 69.1% | 21.4%  | 9.5%       | 0.4%                |
| 55-64                 | 65.7% | 27.7%  | 6.6%       | 5.8%                |
| 65+                   | 56.0% | 36.9%  | 7.0%       | 0.8%                |
| Northfield Ward 1     | 65.9% | 30.1%  | 4.0%       | 2.0%                |
| Northfield Ward 2     | 70.9% | 25.2%  | 3.9%       | 3.3%                |
| Northfield Ward 3     | 72.8% | 22.9%  | 4.3%       | 2.0%                |
| Northfield Ward 4     | 67.7% | 22.3%  | 10.0%      | 7.5%                |
| Dundas/Bridgewater    | 68.8% | 19.6%  | 11.6%      | 0.3%                |
| Townships             | 66.9% | 18.4%  | 14.7%      | 0.3%                |
| Less Active/New Voter | 72.5% | 18.3%  | 9.2%       | 2.8%                |
| Active Voter          | 65.9% | 25.1%  | 9.1%       | 2.5%                |
| Very Active Voter     | 68.7% | 27.0%  | 4.3%       | 2.1%                |
| High School           | 70.0% | 18.1%  | 11.9%      | 2.4%                |
| Some College          | 80.7% | 16.9%  | 2.4%       | 0.0%                |
| Bachelor's            | 66.5% | 32.2%  | 1.4%       | 1.9%                |
| Graduate              | 55.1% | 34.2%  | 10.7%      | -0.3%               |
| HH Income <\$25k      | 74.8% | 15.8%  | 9.3%       | 0.0%                |
| \$25-50k              | 64.0% | 28.3%  | 7.7%       | -3.4%               |
| \$50-75k              | 73.2% | 19.9%  | 6.9%       | 4.8%                |
| \$75-100k             | 69.0% | 20.3%  | 10.6%      | 2.4%                |
| \$100-150k            | 68.3% | 24.9%  | 6.8%       | 5.4%                |
| >\$150k               | 68.6% | 28.5%  | 3.0%       | -4.5%               |
| Homeowner             | 68.4% | 24.9%  | 6.7%       | 1.3%                |
| Renter                | 68.1% | 19.9%  | 12.0%      | 6.7%                |

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**Reaction to Details**

The next set of questions were used to measure how people reacted to specific projects related to high school improvements. This list was introduced by the following:

“I am going to read some statements about the potential high school facility projects and upgrades.

For each of these statements, please tell me whether the information would make you much more likely, somewhat more likely, somewhat less likely, or much less likely to support a referendum to fund these projects.”

Interviewers recorded responses from each participant, including occasions when a participant volunteered that they did not care one way or the other about a particular element or did not want to give an answer.

Responses indicating participants' reaction to each impact are shown on the pages which follow.

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Q8. Indoor air quality would be improved by upgrading ventilation systems.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 34.5%            | 35.5%         | 7.5%          | 12.9%         | 9.3%             | 0.2%       |
| Male                         | 34.4%            | 34.0%         | 7.7%          | 14.8%         | 8.6%             | ---        |
| Female                       | 34.6%            | 36.9%         | 7.4%          | 11.1%         | 9.9%             | ---        |
| Parent                       | 48.1%            | 33.9%         | 7.3%          | 6.7%          | 4.1%             | ---        |
| Non-Parent                   | 29.1%            | 31.8%         | 9.6%          | 17.1%         | 11.9%            | ---        |
| Alumni Parent                | 31.3%            | 41.7%         | 5.0%          | 12.2%         | 9.8%             | ---        |
| Age 18-34                    | 36.1%            | 37.4%         | 7.9%          | 8.9%          | 8.9%             | ---        |
| 35-44                        | 40.0%            | 37.1%         | 9.2%          | 10.6%         | 3.1%             | ---        |
| 45-54                        | 41.1%            | 34.9%         | 6.4%          | 12.6%         | 5.0%             | ---        |
| 55-64                        | 41.2%            | 26.1%         | 10.2%         | 10.5%         | 11.9%            | ---        |
| 65+                          | 23.6%            | 38.2%         | 5.4%          | 19.7%         | 13.1%            | ---        |
| Northfield Ward 1            | 28.9%            | 41.5%         | 7.7%          | 16.6%         | 4.1%             | ---        |
| Northfield Ward 2            | 34.4%            | 33.8%         | 7.8%          | 10.6%         | 13.5%            | ---        |
| Northfield Ward 3            | 25.3%            | 38.8%         | 12.5%         | 14.0%         | 9.3%             | ---        |
| Northfield Ward 4            | 37.5%            | 35.8%         | 4.6%          | 12.1%         | 10.0%            | ---        |
| Dundas/Bridgewater Townships | 41.9%            | 26.6%         | 13.5%         | 10.1%         | 7.9%             | ---        |
| Less Active/New Voter        | 36.6%            | 36.0%         | 7.4%          | 10.1%         | 9.2%             | ---        |
| Active Voter                 | 33.5%            | 36.4%         | 7.2%          | 13.2%         | 9.6%             | ---        |
| Very Active Voter            | 33.6%            | 32.8%         | 8.3%          | 16.5%         | 8.9%             | ---        |
| High School                  | 42.6%            | 32.4%         | 11.2%         | 3.8%          | 10.0%            | ---        |
| Some College                 | 39.2%            | 39.2%         | 7.5%          | 3.3%          | 10.7%            | ---        |
| Bachelor's                   | 35.7%            | 36.0%         | 11.1%         | 10.0%         | 7.2%             | ---        |
| Graduate                     | 27.7%            | 33.5%         | 3.5%          | 23.0%         | 12.4%            | ---        |
| HH Income <\$25k             | 56.4%            | 26.1%         | 0.0%          | 9.3%          | 8.2%             | ---        |
| \$25-50k                     | 40.6%            | 32.8%         | 3.1%          | 11.2%         | 12.4%            | ---        |
| \$50-75k                     | 32.3%            | 37.8%         | 15.5%         | 7.5%          | 6.9%             | ---        |
| \$75-100k                    | 22.3%            | 43.8%         | 6.3%          | 19.1%         | 8.4%             | ---        |
| \$100-150k                   | 35.7%            | 34.7%         | 5.7%          | 12.8%         | 10.3%            | ---        |
| >\$150k                      | 37.0%            | 30.9%         | 11.7%         | 10.3%         | 10.1%            | ---        |
| Homeowner                    | 33.0%            | 37.3%         | 9.2%          | 11.3%         | 9.1%             | ---        |
| Renter                       | 35.0%            | 37.5%         | 1.7%          | 17.1%         | 7.3%             | ---        |

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Q9. Natural light would be increased in classrooms and throughout the building by installing expanded windows.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 25.9%            | 32.7%         | 10.6%         | 16.8%         | 13.8%            | 0.2%       |
| Male                  | 29.0%            | 31.4%         | 10.3%         | 16.4%         | 12.9%            | ---        |
| Female                | 23.0%            | 34.0%         | 10.9%         | 17.1%         | 14.7%            | ---        |
| Parent                | 37.3%            | 37.1%         | 5.3%          | 14.4%         | 5.9%             | ---        |
| Non-Parent            | 22.1%            | 26.6%         | 14.2%         | 17.3%         | 19.2%            | ---        |
| Alumni Parent         | 22.1%            | 37.5%         | 9.9%          | 17.9%         | 12.7%            | ---        |
| Age 18-34             | 25.1%            | 38.9%         | 11.3%         | 11.1%         | 13.5%            | ---        |
| 35-44                 | 30.2%            | 35.6%         | 10.1%         | 16.3%         | 6.3%             | ---        |
| 45-54                 | 29.7%            | 33.0%         | 9.5%          | 14.9%         | 13.0%            | ---        |
| 55-64                 | 25.5%            | 36.0%         | 10.6%         | 14.6%         | 13.3%            | ---        |
| 65+                   | 23.1%            | 23.1%         | 10.7%         | 24.8%         | 18.3%            | ---        |
| Northfield Ward 1     | 31.8%            | 27.3%         | 7.6%          | 17.1%         | 16.2%            | ---        |
| Northfield Ward 2     | 27.4%            | 27.2%         | 13.0%         | 18.0%         | 13.4%            | ---        |
| Northfield Ward 3     | 24.6%            | 25.0%         | 15.3%         | 23.9%         | 11.2%            | ---        |
| Northfield Ward 4     | 19.3%            | 37.5%         | 9.0%          | 18.1%         | 16.1%            | ---        |
| Dundas/Bridgewater    | 29.1%            | 35.9%         | 15.0%         | 8.2%          | 11.9%            | ---        |
| Townships             | 22.2%            | 43.1%         | 6.2%          | 15.1%         | 13.3%            | ---        |
| Less Active/New Voter | 27.5%            | 33.7%         | 9.7%          | 15.0%         | 13.5%            | ---        |
| Active Voter          | 24.2%            | 35.6%         | 10.1%         | 15.7%         | 14.5%            | ---        |
| Very Active Voter     | 27.1%            | 25.4%         | 13.0%         | 21.6%         | 12.9%            | ---        |
| High School           | 22.9%            | 37.1%         | 14.8%         | 17.8%         | 5.9%             | ---        |
| Some College          | 39.3%            | 33.4%         | 7.5%          | 5.7%          | 14.0%            | ---        |
| Bachelor's            | 22.7%            | 36.0%         | 12.9%         | 16.1%         | 12.4%            | ---        |
| Graduate              | 23.4%            | 20.5%         | 14.9%         | 20.2%         | 21.0%            | ---        |
| HH Income <\$25k      | 30.2%            | 43.2%         | 8.2%          | 18.4%         | 0.0%             | ---        |
| \$25-50k              | 24.4%            | 34.4%         | 8.6%          | 25.2%         | 7.4%             | ---        |
| \$50-75k              | 27.2%            | 25.7%         | 19.2%         | 19.0%         | 8.9%             | ---        |
| \$75-100k             | 22.3%            | 34.4%         | 12.7%         | 17.5%         | 13.1%            | ---        |
| \$100-150k            | 30.2%            | 29.6%         | 7.0%          | 17.3%         | 15.9%            | ---        |
| >\$150k               | 21.8%            | 35.0%         | 11.7%         | 16.2%         | 15.4%            | ---        |
| Homeowner             | 25.9%            | 32.2%         | 13.3%         | 15.4%         | 13.1%            | ---        |
| Renter                | 25.6%            | 32.2%         | 4.4%          | 20.4%         | 16.3%            | ---        |



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Q10. Lighting fixtures would be updated to improve the classroom learning environment.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 25.9%            | 38.9%         | 9.0%          | 14.9%         | 10.9%            | 0.4%       |
| Male                  | 23.7%            | 41.2%         | 9.1%          | 14.8%         | 11.2%            | ---        |
| Female                | 28.0%            | 36.8%         | 8.9%          | 15.0%         | 10.5%            | ---        |
| Parent                | 33.1%            | 45.3%         | 5.3%          | 12.2%         | 4.1%             | ---        |
| Non-Parent            | 23.4%            | 34.3%         | 11.6%         | 18.1%         | 12.6%            | ---        |
| Alumni Parent         | 23.6%            | 40.2%         | 8.3%          | 12.6%         | 13.9%            | ---        |
| Age 18-34             | 27.4%            | 45.8%         | 8.6%          | 12.9%         | 5.3%             | ---        |
| 35-44                 | 33.0%            | 38.6%         | 7.6%          | 16.2%         | 4.6%             | ---        |
| 45-54                 | 30.5%            | 38.5%         | 9.5%          | 11.8%         | 8.2%             | ---        |
| 55-64                 | 22.7%            | 40.9%         | 10.6%         | 12.1%         | 13.7%            | ---        |
| 65+                   | 20.5%            | 31.1%         | 8.9%          | 19.3%         | 19.3%            | ---        |
| Northfield Ward 1     | 27.6%            | 41.7%         | 6.2%          | 15.9%         | 8.6%             | ---        |
| Northfield Ward 2     | 28.1%            | 31.0%         | 13.0%         | 15.9%         | 12.1%            | ---        |
| Northfield Ward 3     | 26.7%            | 39.9%         | 9.2%          | 12.3%         | 10.4%            | ---        |
| Northfield Ward 4     | 19.8%            | 38.4%         | 10.0%         | 23.4%         | 8.5%             | ---        |
| Dundas/Bridgewater    | 36.3%            | 32.8%         | 10.9%         | 7.6%          | 12.4%            | ---        |
| Townships             | 18.6%            | 47.4%         | 6.0%          | 13.7%         | 13.2%            | ---        |
| Less Active/New Voter | 25.5%            | 39.0%         | 8.9%          | 17.1%         | 8.8%             | ---        |
| Active Voter          | 25.3%            | 40.5%         | 8.7%          | 12.2%         | 12.9%            | ---        |
| Very Active Voter     | 27.7%            | 35.6%         | 9.7%          | 17.0%         | 9.9%             | ---        |
| High School           | 33.7%            | 28.3%         | 12.9%         | 13.6%         | 11.5%            | ---        |
| Some College          | 34.6%            | 41.0%         | 4.7%          | 8.1%          | 11.7%            | ---        |
| Bachelor's            | 30.4%            | 35.2%         | 11.6%         | 10.4%         | 12.3%            | ---        |
| Graduate              | 16.9%            | 36.8%         | 9.0%          | 24.5%         | 12.9%            | ---        |
| HH Income <\$25k      | 29.9%            | 46.6%         | 8.2%          | 7.7%          | 7.6%             | ---        |
| \$25-50k              | 20.2%            | 47.6%         | 8.6%          | 16.2%         | 7.3%             | ---        |
| \$50-75k              | 23.4%            | 32.6%         | 12.7%         | 21.6%         | 9.7%             | ---        |
| \$75-100k             | 33.2%            | 33.1%         | 11.5%         | 13.6%         | 7.6%             | ---        |
| \$100-150k            | 26.1%            | 37.9%         | 6.6%          | 15.5%         | 13.2%            | ---        |
| >\$150k               | 20.2%            | 44.7%         | 10.3%         | 9.4%          | 15.4%            | ---        |
| Homeowner             | 27.5%            | 37.7%         | 10.9%         | 12.6%         | 11.3%            | ---        |
| Renter                | 20.8%            | 44.9%         | 5.3%          | 23.7%         | 4.0%             | ---        |

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Q11. Accessibility at entrances and throughout the building would be improved for students, staff, and visitors with disabilities.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 41.3%            | 33.9%         | 3.6%          | 12.0%         | 7.4%             | 1.8%       |
| Male                         | 37.4%            | 35.8%         | 3.4%          | 12.7%         | 8.5%             | 2.2%       |
| Female                       | 44.9%            | 32.1%         | 3.9%          | 11.3%         | 6.4%             | 1.4%       |
| Parent                       | 55.5%            | 28.9%         | 4.9%          | 5.6%          | 4.1%             | 1.1%       |
| Non-Parent                   | 33.9%            | 38.3%         | 5.0%          | 13.2%         | 7.3%             | 2.3%       |
| Alumni Parent                | 40.1%            | 31.9%         | 0.8%          | 15.3%         | 10.3%            | 1.7%       |
| Age 18-34                    | 42.7%            | 36.1%         | 4.4%          | 8.6%          | 5.4%             | 2.7%       |
| 35-44                        | 46.5%            | 33.4%         | 6.3%          | 10.7%         | 3.0%             | 0.0%       |
| 45-54                        | 43.9%            | 35.2%         | 3.0%          | 9.6%          | 6.7%             | 1.6%       |
| 55-64                        | 39.4%            | 32.2%         | 3.7%          | 11.7%         | 11.5%            | 1.5%       |
| 65+                          | 37.0%            | 32.3%         | 1.7%          | 17.3%         | 9.8%             | 1.9%       |
| Northfield Ward 1            | 43.4%            | 31.0%         | 2.2%          | 16.7%         | 5.2%             | 1.4%       |
| Northfield Ward 2            | 40.2%            | 34.6%         | 4.1%          | 8.8%          | 11.0%            | 1.3%       |
| Northfield Ward 3            | 37.5%            | 41.1%         | 5.1%          | 7.8%          | 5.4%             | 3.1%       |
| Northfield Ward 4            | 32.9%            | 39.7%         | 3.0%          | 17.5%         | 4.7%             | 2.2%       |
| Dundas/Bridgewater Townships | 43.9%            | 28.4%         | 7.7%          | 7.8%          | 12.2%            | 0.0%       |
| Less Active/New Voter        | 41.1%            | 33.9%         | 3.7%          | 13.1%         | 5.1%             | 3.2%       |
| Active Voter                 | 39.1%            | 33.8%         | 2.7%          | 12.9%         | 9.8%             | 1.6%       |
| Very Active Voter            | 45.8%            | 34.1%         | 5.3%          | 8.6%          | 6.1%             | 0.0%       |
| High School                  | 39.3%            | 31.4%         | 4.1%          | 10.4%         | 10.7%            | 4.1%       |
| Some College                 | 53.7%            | 27.6%         | 4.7%          | 11.2%         | 2.9%             | 0.0%       |
| Bachelor's                   | 45.2%            | 30.1%         | 3.6%          | 13.8%         | 6.1%             | 1.2%       |
| Graduate                     | 40.6%            | 37.1%         | 3.7%          | 3.1%          | 15.4%            | 0.0%       |
| HH Income <\$25k             | 67.1%            | 15.3%         | 0.0%          | 9.3%          | 8.2%             | 0.0%       |
| \$25-50k                     | 37.8%            | 43.0%         | 3.1%          | 7.3%          | 8.8%             | 0.0%       |
| \$50-75k                     | 31.0%            | 43.7%         | 4.8%          | 9.6%          | 8.9%             | 2.1%       |
| \$75-100k                    | 51.2%            | 26.2%         | 3.1%          | 8.0%          | 9.3%             | 2.3%       |
| \$100-150k                   | 38.6%            | 33.6%         | 2.5%          | 16.4%         | 6.7%             | 2.4%       |
| >\$150k                      | 42.2%            | 29.4%         | 7.9%          | 12.1%         | 6.8%             | 1.5%       |
| Homeowner                    | 42.8%            | 31.6%         | 4.3%          | 10.2%         | 8.9%             | 2.1%       |
| Renter                       | 33.2%            | 45.2%         | 1.7%          | 15.2%         | 2.8%             | 1.9%       |

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Q12. The comfort level in classrooms and throughout the building would be improved by installing upgraded temperature control systems.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 27.2%            | 38.1%         | 8.0%          | 12.5%         | 12.6%            | 1.5%       |
| Male                  | 29.0%            | 36.3%         | 6.5%          | 12.5%         | 14.5%            | 1.1%       |
| Female                | 25.6%            | 39.9%         | 9.4%          | 12.5%         | 10.8%            | 1.8%       |
| Parent                | 39.0%            | 43.1%         | 5.4%          | 8.4%          | 4.1%             | 0.0%       |
| Non-Parent            | 23.3%            | 33.1%         | 12.6%         | 14.0%         | 14.6%            | 2.5%       |
| Alumni Parent         | 23.5%            | 41.0%         | 3.9%          | 13.8%         | 16.5%            | 1.4%       |
| Age 18-34             | 31.1%            | 37.4%         | 10.7%         | 11.3%         | 7.8%             | 1.8%       |
| 35-44                 | 31.9%            | 48.2%         | 9.2%          | 4.8%          | 5.8%             | 0.0%       |
| 45-54                 | 19.6%            | 51.6%         | 6.5%          | 14.1%         | 6.6%             | 1.6%       |
| 55-64                 | 24.1%            | 39.6%         | 10.3%         | 13.7%         | 12.3%            | 0.0%       |
| 65+                   | 26.4%            | 27.0%         | 4.2%          | 16.1%         | 23.6%            | 2.7%       |
| Northfield Ward 1     | 33.1%            | 37.0%         | 7.2%          | 8.4%          | 14.2%            | 0.0%       |
| Northfield Ward 2     | 30.4%            | 27.3%         | 10.4%         | 19.3%         | 9.6%             | 3.1%       |
| Northfield Ward 3     | 13.3%            | 48.1%         | 10.0%         | 12.3%         | 15.0%            | 1.5%       |
| Northfield Ward 4     | 23.7%            | 44.6%         | 6.8%          | 13.8%         | 11.1%            | 0.0%       |
| Dundas/Bridgewater    | 39.8%            | 29.3%         | 12.9%         | 1.6%          | 16.3%            | 0.0%       |
| Townships             | 22.5%            | 43.4%         | 2.6%          | 17.4%         | 10.3%            | 3.8%       |
| Less Active/New Voter | 24.8%            | 42.1%         | 8.9%          | 11.8%         | 9.4%             | 3.0%       |
| Active Voter          | 26.9%            | 36.9%         | 7.1%          | 14.0%         | 13.9%            | 1.1%       |
| Very Active Voter     | 31.5%            | 34.9%         | 8.5%          | 10.6%         | 14.5%            | 0.0%       |
| High School           | 19.0%            | 41.4%         | 11.8%         | 12.9%         | 13.2%            | 1.7%       |
| Some College          | 31.1%            | 49.6%         | 5.3%          | 5.5%          | 8.5%             | 0.0%       |
| Bachelor's            | 35.8%            | 36.3%         | 7.1%          | 5.3%          | 15.5%            | 0.0%       |
| Graduate              | 17.5%            | 27.6%         | 12.0%         | 25.2%         | 17.7%            | 0.0%       |
| HH Income <\$25k      | 8.2%             | 55.9%         | 17.6%         | 18.4%         | 0.0%             | 0.0%       |
| \$25-50k              | 13.3%            | 49.4%         | 3.1%          | 20.0%         | 14.2%            | 0.0%       |
| \$50-75k              | 29.0%            | 33.3%         | 11.0%         | 11.6%         | 15.2%            | 0.0%       |
| \$75-100k             | 29.4%            | 35.9%         | 7.7%          | 11.7%         | 12.0%            | 3.3%       |
| \$100-150k            | 31.5%            | 32.7%         | 6.9%          | 13.8%         | 12.7%            | 2.4%       |
| >\$150k               | 24.1%            | 43.5%         | 9.0%          | 9.5%          | 13.9%            | 0.0%       |
| Homeowner             | 29.0%            | 35.6%         | 8.3%          | 11.9%         | 13.9%            | 1.2%       |
| Renter                | 19.6%            | 48.5%         | 6.4%          | 13.7%         | 11.8%            | 0.0%       |

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Q13. Additional funding would allow completion of major maintenance projects such as HVAC, roofs, and windows that are unaffordable within current maintenance budgets.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 34.4%            | 34.6%         | 6.6%          | 11.0%         | 12.4%            | 0.9%       |
| Male                         | 35.4%            | 33.8%         | 5.6%          | 12.4%         | 11.8%            | ---        |
| Female                       | 33.5%            | 35.4%         | 7.5%          | 9.6%          | 13.0%            | ---        |
| Parent                       | 47.4%            | 33.9%         | 6.6%          | 6.0%          | 5.0%             | ---        |
| Non-Parent                   | 26.7%            | 32.1%         | 9.8%          | 13.1%         | 17.3%            | ---        |
| Alumni Parent                | 34.7%            | 38.6%         | 2.2%          | 12.0%         | 11.8%            | ---        |
| Age 18-34                    | 32.4%            | 39.2%         | 8.9%          | 8.7%          | 9.1%             | ---        |
| 35-44                        | 40.3%            | 36.7%         | 7.8%          | 7.8%          | 7.4%             | ---        |
| 45-54                        | 35.5%            | 41.7%         | 5.1%          | 4.6%          | 11.4%            | ---        |
| 55-64                        | 40.2%            | 26.1%         | 8.3%          | 13.5%         | 11.9%            | ---        |
| 65+                          | 30.1%            | 30.3%         | 3.4%          | 16.4%         | 19.1%            | ---        |
| Northfield Ward 1            | 28.7%            | 38.7%         | 6.9%          | 14.0%         | 10.6%            | ---        |
| Northfield Ward 2            | 36.7%            | 31.0%         | 7.9%          | 8.2%          | 13.4%            | ---        |
| Northfield Ward 3            | 27.6%            | 40.0%         | 8.1%          | 8.0%          | 15.0%            | ---        |
| Northfield Ward 4            | 39.6%            | 23.3%         | 9.0%          | 15.9%         | 12.3%            | ---        |
| Dundas/Bridgewater Townships | 33.0%            | 39.0%         | 7.5%          | 6.3%          | 14.2%            | ---        |
| Less Active/New Voter        | 35.0%            | 35.9%         | 6.8%          | 11.9%         | 9.7%             | ---        |
| Active Voter                 | 30.5%            | 35.3%         | 7.1%          | 12.6%         | 12.9%            | ---        |
| Very Active Voter            | 41.5%            | 31.4%         | 5.1%          | 6.4%          | 15.5%            | ---        |
| High School                  | 37.5%            | 32.9%         | 7.9%          | 11.6%         | 10.0%            | ---        |
| Some College                 | 39.4%            | 36.2%         | 4.7%          | 6.1%          | 13.6%            | ---        |
| Bachelor's                   | 41.4%            | 34.5%         | 6.2%          | 9.5%          | 8.4%             | ---        |
| Graduate                     | 25.2%            | 33.7%         | 8.2%          | 9.3%          | 23.5%            | ---        |
| HH Income <\$25k             | 29.9%            | 45.0%         | 9.3%          | 7.6%          | 8.2%             | ---        |
| \$25-50k                     | 37.0%            | 36.3%         | 3.1%          | 3.9%          | 19.7%            | ---        |
| \$50-75k                     | 39.0%            | 28.8%         | 11.0%         | 9.5%          | 11.7%            | ---        |
| \$75-100k                    | 31.9%            | 35.8%         | 7.9%          | 13.5%         | 7.7%             | ---        |
| \$100-150k                   | 31.1%            | 36.8%         | 4.0%          | 12.2%         | 15.2%            | ---        |
| >\$150k                      | 39.7%            | 28.1%         | 10.4%         | 7.3%          | 14.4%            | ---        |
| Homeowner                    | 34.9%            | 34.1%         | 7.9%          | 10.4%         | 12.4%            | ---        |
| Renter                       | 29.2%            | 38.1%         | 5.0%          | 15.3%         | 11.0%            | ---        |

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Q14. Classrooms would be updated to provide teachers and students with modern and more flexible instructional spaces.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 30.9%            | 32.9%         | 7.0%          | 15.3%         | 13.7%            | 0.2%       |
| Male                         | 30.5%            | 34.3%         | 5.2%          | 14.6%         | 15.3%            | ---        |
| Female                       | 31.3%            | 31.5%         | 8.8%          | 15.9%         | 12.2%            | ---        |
| Parent                       | 44.4%            | 40.0%         | 3.6%          | 5.4%          | 6.7%             | ---        |
| Non-Parent                   | 26.5%            | 28.1%         | 10.2%         | 20.2%         | 14.5%            | ---        |
| Alumni Parent                | 26.4%            | 33.7%         | 5.5%          | 16.3%         | 18.2%            | ---        |
| Age 18-34                    | 29.0%            | 39.6%         | 8.1%          | 11.9%         | 11.5%            | ---        |
| 35-44                        | 36.5%            | 39.7%         | 8.7%          | 10.5%         | 4.6%             | ---        |
| 45-54                        | 38.4%            | 32.6%         | 3.2%          | 15.9%         | 10.0%            | ---        |
| 55-64                        | 23.6%            | 36.9%         | 8.7%          | 17.6%         | 13.3%            | ---        |
| 65+                          | 30.7%            | 20.7%         | 6.1%          | 19.5%         | 22.3%            | ---        |
| Northfield Ward 1            | 32.3%            | 23.7%         | 7.8%          | 19.9%         | 16.3%            | ---        |
| Northfield Ward 2            | 27.0%            | 37.5%         | 10.3%         | 10.1%         | 13.8%            | ---        |
| Northfield Ward 3            | 31.7%            | 34.4%         | 4.4%          | 21.7%         | 7.8%             | ---        |
| Northfield Ward 4            | 26.2%            | 34.4%         | 9.5%          | 17.9%         | 12.0%            | ---        |
| Dundas/Bridgewater Townships | 31.4%            | 35.1%         | 9.8%          | 5.5%          | 18.1%            | ---        |
| Less Active/New Voter        | 30.1%            | 34.5%         | 9.8%          | 11.8%         | 13.8%            | ---        |
| Active Voter                 | 30.6%            | 32.6%         | 6.5%          | 13.3%         | 16.5%            | ---        |
| Very Active Voter            | 32.7%            | 31.0%         | 4.2%          | 24.2%         | 7.9%             | ---        |
| High School                  | 30.0%            | 32.1%         | 8.6%          | 12.0%         | 17.4%            | ---        |
| Some College                 | 39.7%            | 43.4%         | 0.0%          | 2.4%          | 14.6%            | ---        |
| Bachelor's                   | 28.3%            | 37.2%         | 4.7%          | 13.3%         | 16.5%            | ---        |
| Graduate                     | 24.8%            | 20.5%         | 14.9%         | 27.6%         | 12.2%            | ---        |
| HH Income <\$25k             | 7.7%             | 67.1%         | 17.6%         | 7.6%          | 0.0%             | ---        |
| \$25-50k                     | 31.4%            | 32.8%         | 3.1%          | 12.6%         | 20.1%            | ---        |
| \$50-75k                     | 38.6%            | 33.2%         | 6.3%          | 8.2%          | 13.7%            | ---        |
| \$75-100k                    | 29.1%            | 35.6%         | 7.7%          | 11.9%         | 14.7%            | ---        |
| \$100-150k                   | 28.0%            | 31.7%         | 6.3%          | 17.6%         | 16.4%            | ---        |
| >\$150k                      | 29.6%            | 32.0%         | 8.0%          | 18.2%         | 12.2%            | ---        |
| Homeowner                    | 29.7%            | 32.8%         | 7.2%          | 15.8%         | 14.2%            | ---        |
| Renter                       | 31.7%            | 34.6%         | 9.1%          | 16.1%         | 8.4%             | ---        |

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Q15. Science laboratories would be updated to provide modern and effective spaces for hands-on experiments.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 33.6%            | 34.2%         | 7.4%          | 14.3%         | 10.1%            | 0.5%       |
| Male                         | 35.3%            | 30.8%         | 7.3%          | 16.3%         | 10.2%            | ---        |
| Female                       | 32.0%            | 37.5%         | 7.4%          | 12.3%         | 9.9%             | ---        |
| Parent                       | 43.2%            | 39.5%         | 2.8%          | 7.8%          | 5.8%             | ---        |
| Non-Parent                   | 28.5%            | 32.7%         | 9.2%          | 17.8%         | 11.2%            | ---        |
| Alumni Parent                | 32.9%            | 32.1%         | 8.6%          | 14.6%         | 11.8%            | ---        |
| Age 18-34                    | 28.6%            | 43.4%         | 8.8%          | 12.1%         | 7.2%             | ---        |
| 35-44                        | 44.9%            | 31.2%         | 5.8%          | 13.5%         | 4.6%             | ---        |
| 45-54                        | 35.6%            | 41.3%         | 1.6%          | 9.8%          | 9.8%             | ---        |
| 55-64                        | 33.6%            | 37.1%         | 8.7%          | 8.3%          | 12.3%            | ---        |
| 65+                          | 32.3%            | 21.4%         | 8.8%          | 22.2%         | 14.5%            | ---        |
| Northfield Ward 1            | 28.5%            | 40.9%         | 7.2%          | 16.0%         | 7.4%             | ---        |
| Northfield Ward 2            | 41.7%            | 25.4%         | 8.7%          | 12.3%         | 10.6%            | ---        |
| Northfield Ward 3            | 32.3%            | 31.9%         | 6.0%          | 19.1%         | 10.7%            | ---        |
| Northfield Ward 4            | 29.0%            | 33.3%         | 10.0%         | 18.8%         | 9.0%             | ---        |
| Dundas/Bridgewater Townships | 37.0%            | 34.2%         | 9.8%          | 7.0%          | 10.2%            | ---        |
| Less Active/New Voter        | 29.3%            | 41.0%         | 8.6%          | 10.2%         | 10.8%            | ---        |
| Active Voter                 | 31.1%            | 33.2%         | 7.8%          | 16.1%         | 10.7%            | ---        |
| Very Active Voter            | 44.8%            | 26.3%         | 4.8%          | 16.4%         | 7.6%             | ---        |
| High School                  | 34.8%            | 29.4%         | 10.3%         | 11.6%         | 13.9%            | ---        |
| Some College                 | 54.9%            | 22.9%         | 2.5%          | 10.5%         | 9.3%             | ---        |
| Bachelor's                   | 40.7%            | 36.2%         | 3.3%          | 7.1%          | 11.5%            | ---        |
| Graduate                     | 24.3%            | 29.2%         | 15.6%         | 21.8%         | 9.1%             | ---        |
| HH Income <\$25k             | 27.3%            | 36.8%         | 17.6%         | 10.7%         | 7.6%             | ---        |
| \$25-50k                     | 40.8%            | 21.4%         | 9.1%          | 16.3%         | 12.4%            | ---        |
| \$50-75k                     | 44.8%            | 28.7%         | 6.3%          | 10.5%         | 9.7%             | ---        |
| \$75-100k                    | 29.7%            | 37.9%         | 7.1%          | 14.4%         | 9.9%             | ---        |
| \$100-150k                   | 35.0%            | 31.7%         | 7.3%          | 15.9%         | 9.3%             | ---        |
| >\$150k                      | 29.4%            | 38.4%         | 6.8%          | 12.6%         | 12.8%            | ---        |
| Homeowner                    | 37.6%            | 30.5%         | 6.8%          | 14.6%         | 9.7%             | ---        |
| Renter                       | 23.0%            | 40.3%         | 7.5%          | 18.6%         | 10.6%            | ---        |

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Q16. Special education classrooms and spaces would be updated to better meet the instructional needs of students with disabilities.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 41.5%            | 35.9%         | 3.7%          | 10.4%         | 8.4%             | 0.0%       |
| Male                  | 43.2%            | 36.0%         | 4.0%          | 8.4%          | 8.4%             | ---        |
| Female                | 40.0%            | 35.8%         | 3.4%          | 12.3%         | 8.5%             | ---        |
| Parent                | 52.0%            | 35.3%         | 3.7%          | 4.0%          | 5.0%             | ---        |
| Non-Parent            | 33.9%            | 36.0%         | 4.6%          | 15.9%         | 9.7%             | ---        |
| Alumni Parent         | 43.7%            | 36.2%         | 2.5%          | 8.0%          | 9.5%             | ---        |
| Age 18-34             | 41.8%            | 33.4%         | 4.3%          | 14.2%         | 6.4%             | ---        |
| 35-44                 | 38.9%            | 44.1%         | 4.8%          | 9.1%          | 3.1%             | ---        |
| 45-54                 | 41.8%            | 43.7%         | 0.0%          | 6.2%          | 8.2%             | ---        |
| 55-64                 | 50.4%            | 24.1%         | 4.9%          | 8.8%          | 11.9%            | ---        |
| 65+                   | 37.6%            | 37.4%         | 3.7%          | 10.0%         | 11.3%            | ---        |
| Northfield Ward 1     | 41.5%            | 36.1%         | 5.0%          | 9.9%          | 7.5%             | ---        |
| Northfield Ward 2     | 34.1%            | 39.8%         | 4.3%          | 10.9%         | 10.9%            | ---        |
| Northfield Ward 3     | 38.9%            | 42.9%         | 4.8%          | 9.6%          | 3.8%             | ---        |
| Northfield Ward 4     | 48.3%            | 33.2%         | 1.6%          | 10.2%         | 6.8%             | ---        |
| Dundas/Bridgewater    | 43.3%            | 33.3%         | 5.7%          | 4.0%          | 13.7%            | ---        |
| Townships             | 44.2%            | 30.8%         | 1.2%          | 15.8%         | 8.1%             | ---        |
| Less Active/New Voter | 40.8%            | 33.3%         | 3.8%          | 12.1%         | 10.0%            | ---        |
| Active Voter          | 38.0%            | 39.0%         | 3.9%          | 10.4%         | 8.7%             | ---        |
| Very Active Voter     | 49.8%            | 33.5%         | 3.3%          | 7.8%          | 5.6%             | ---        |
| High School           | 38.6%            | 34.3%         | 4.1%          | 10.6%         | 12.4%            | ---        |
| Some College          | 54.5%            | 29.0%         | 2.5%          | 0.0%          | 14.0%            | ---        |
| Bachelor's            | 46.4%            | 36.1%         | 2.4%          | 6.7%          | 8.5%             | ---        |
| Graduate              | 41.4%            | 38.3%         | 4.9%          | 5.6%          | 9.7%             | ---        |
| HH Income <\$25k      | 40.9%            | 41.5%         | 8.2%          | 9.3%          | 0.0%             | ---        |
| \$25-50k              | 36.6%            | 51.0%         | 0.0%          | 0.0%          | 12.4%            | ---        |
| \$50-75k              | 36.3%            | 39.4%         | 6.8%          | 7.7%          | 9.7%             | ---        |
| \$75-100k             | 41.2%            | 36.3%         | 2.3%          | 11.6%         | 8.6%             | ---        |
| \$100-150k            | 46.8%            | 32.1%         | 2.3%          | 10.0%         | 8.8%             | ---        |
| >\$150k               | 41.3%            | 29.1%         | 8.1%          | 14.1%         | 7.5%             | ---        |
| Homeowner             | 42.8%            | 35.3%         | 4.0%          | 8.1%          | 9.7%             | ---        |
| Renter                | 35.8%            | 43.2%         | 1.7%          | 16.2%         | 3.0%             | ---        |

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Q17. Vocational classrooms and shops would be updated to provide students and staff with appropriate spaces for career exploration.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 40.0%            | 32.0%         | 6.0%          | 13.4%         | 8.1%             | 0.5%       |
| Male                  | 41.9%            | 32.2%         | 5.2%          | 12.9%         | 7.3%             | ---        |
| Female                | 38.2%            | 31.8%         | 6.7%          | 14.0%         | 8.8%             | ---        |
| Parent                | 55.6%            | 26.9%         | 2.8%          | 8.0%          | 6.7%             | ---        |
| Non-Parent            | 32.6%            | 29.4%         | 8.8%          | 20.8%         | 7.8%             | ---        |
| Alumni Parent         | 37.9%            | 39.5%         | 4.6%          | 7.7%          | 9.6%             | ---        |
| Age 18-34             | 37.7%            | 31.2%         | 6.1%          | 16.7%         | 7.3%             | ---        |
| 35-44                 | 52.6%            | 26.5%         | 8.5%          | 6.1%          | 6.3%             | ---        |
| 45-54                 | 39.6%            | 40.6%         | 0.0%          | 9.9%          | 9.9%             | ---        |
| 55-64                 | 43.1%            | 26.0%         | 6.8%          | 14.3%         | 8.4%             | ---        |
| 65+                   | 34.9%            | 34.7%         | 6.9%          | 14.7%         | 8.7%             | ---        |
| Northfield Ward 1     | 44.7%            | 26.9%         | 6.2%          | 15.7%         | 6.6%             | ---        |
| Northfield Ward 2     | 36.4%            | 29.1%         | 9.0%          | 17.3%         | 8.2%             | ---        |
| Northfield Ward 3     | 33.5%            | 33.8%         | 9.3%          | 18.9%         | 4.5%             | ---        |
| Northfield Ward 4     | 35.6%            | 42.4%         | 1.2%          | 12.9%         | 6.3%             | ---        |
| Dundas/Bridgewater    | 39.1%            | 33.7%         | 7.8%          | 5.2%          | 12.2%            | ---        |
| Townships             | 47.5%            | 29.6%         | 2.6%          | 9.8%          | 10.5%            | ---        |
| Less Active/New Voter | 34.8%            | 34.3%         | 6.3%          | 16.3%         | 6.7%             | ---        |
| Active Voter          | 40.8%            | 30.0%         | 6.5%          | 12.1%         | 10.6%            | ---        |
| Very Active Voter     | 46.1%            | 32.8%         | 4.3%          | 11.9%         | 4.8%             | ---        |
| High School           | 37.5%            | 35.0%         | 7.3%          | 8.6%          | 9.8%             | ---        |
| Some College          | 55.4%            | 23.3%         | 2.5%          | 4.3%          | 14.5%            | ---        |
| Bachelor's            | 47.3%            | 28.0%         | 5.0%          | 11.2%         | 8.5%             | ---        |
| Graduate              | 30.9%            | 35.7%         | 12.6%         | 12.5%         | 8.3%             | ---        |
| HH Income <\$25k      | 47.9%            | 26.9%         | 8.2%          | 17.0%         | 0.0%             | ---        |
| \$25-50k              | 37.8%            | 46.1%         | 0.0%          | 8.8%          | 7.3%             | ---        |
| \$50-75k              | 40.2%            | 31.1%         | 8.3%          | 11.5%         | 6.8%             | ---        |
| \$75-100k             | 37.6%            | 34.6%         | 7.6%          | 11.6%         | 7.4%             | ---        |
| \$100-150k            | 40.9%            | 30.2%         | 3.9%          | 14.6%         | 10.4%            | ---        |
| >\$150k               | 40.7%            | 27.5%         | 8.1%          | 14.5%         | 9.2%             | ---        |
| Homeowner             | 41.5%            | 30.8%         | 6.8%          | 10.6%         | 9.9%             | ---        |
| Renter                | 36.0%            | 35.2%         | 5.1%          | 22.3%         | 1.4%             | ---        |



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Q18. Classroom spaces would be updated to support vocational programs focused on agricultural careers.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 37.7%            | 30.9%         | 7.0%          | 13.1%         | 10.4%            | 1.0%       |
| Male                  | 37.5%            | 33.7%         | 6.1%          | 11.8%         | 9.9%             | ---        |
| Female                | 38.0%            | 28.2%         | 7.8%          | 14.3%         | 10.8%            | ---        |
| Parent                | 48.4%            | 27.3%         | 2.8%          | 11.8%         | 7.6%             | ---        |
| Non-Parent            | 29.8%            | 31.1%         | 11.6%         | 15.0%         | 11.5%            | ---        |
| Alumni Parent         | 40.1%            | 33.4%         | 4.0%          | 11.5%         | 11.0%            | ---        |
| Age 18-34             | 35.0%            | 30.6%         | 8.0%          | 14.8%         | 9.9%             | ---        |
| 35-44                 | 39.7%            | 36.3%         | 8.5%          | 9.3%          | 6.3%             | ---        |
| 45-54                 | 41.0%            | 37.5%         | 3.2%          | 4.8%          | 11.5%            | ---        |
| 55-64                 | 42.5%            | 22.3%         | 10.2%         | 14.7%         | 10.3%            | ---        |
| 65+                   | 35.4%            | 30.1%         | 5.2%          | 16.2%         | 12.3%            | ---        |
| Northfield Ward 1     | 35.8%            | 29.8%         | 8.4%          | 15.6%         | 10.4%            | ---        |
| Northfield Ward 2     | 30.3%            | 29.5%         | 9.0%          | 16.4%         | 11.9%            | ---        |
| Northfield Ward 3     | 33.5%            | 27.3%         | 7.6%          | 16.6%         | 13.2%            | ---        |
| Northfield Ward 4     | 41.6%            | 29.4%         | 6.6%          | 16.5%         | 5.8%             | ---        |
| Dundas/Bridgewater    | 50.0%            | 28.2%         | 6.1%          | 1.8%          | 13.9%            | ---        |
| Townships             | 38.0%            | 38.9%         | 4.0%          | 10.3%         | 7.6%             | ---        |
| Less Active/New Voter | 37.2%            | 30.9%         | 8.0%          | 11.8%         | 11.4%            | ---        |
| Active Voter          | 34.0%            | 35.2%         | 8.1%          | 10.4%         | 11.1%            | ---        |
| Very Active Voter     | 46.1%            | 22.1%         | 3.1%          | 20.2%         | 7.3%             | ---        |
| High School           | 45.4%            | 30.7%         | 7.5%          | 7.3%          | 9.1%             | ---        |
| Some College          | 47.6%            | 33.1%         | 2.5%          | 7.9%          | 9.0%             | ---        |
| Bachelor's            | 45.3%            | 25.6%         | 3.7%          | 8.7%          | 16.6%            | ---        |
| Graduate              | 24.7%            | 27.1%         | 14.7%         | 19.5%         | 14.0%            | ---        |
| HH Income <\$25k      | 37.6%            | 26.5%         | 17.6%         | 10.7%         | 7.6%             | ---        |
| \$25-50k              | 44.4%            | 35.7%         | 0.0%          | 12.6%         | 7.3%             | ---        |
| \$50-75k              | 45.6%            | 25.6%         | 8.3%          | 9.6%          | 10.9%            | ---        |
| \$75-100k             | 37.0%            | 31.2%         | 8.7%          | 14.4%         | 7.4%             | ---        |
| \$100-150k            | 35.5%            | 34.1%         | 6.2%          | 11.6%         | 11.1%            | ---        |
| >\$150k               | 34.2%            | 27.0%         | 6.7%          | 16.7%         | 14.0%            | ---        |
| Homeowner             | 40.2%            | 28.4%         | 7.6%          | 12.2%         | 10.4%            | ---        |
| Renter                | 26.5%            | 39.5%         | 6.7%          | 19.4%         | 7.9%             | ---        |

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Q19. Music classrooms would be updated and expanded to provide band, choir, and orchestra with additional spaces for performances and rehearsals.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 32.1%            | 33.5%         | 7.6%          | 14.8%         | 10.8%            | 1.1%       |
| Male                         | 30.3%            | 34.6%         | 4.7%          | 15.5%         | 13.2%            | ---        |
| Female                       | 33.9%            | 32.5%         | 10.3%         | 14.3%         | 8.6%             | ---        |
| Parent                       | 35.1%            | 47.6%         | 4.5%          | 3.1%          | 7.6%             | ---        |
| Non-Parent                   | 30.8%            | 27.3%         | 8.9%          | 21.3%         | 10.4%            | ---        |
| Alumni Parent                | 31.6%            | 30.9%         | 8.3%          | 15.3%         | 13.9%            | ---        |
| Age 18-34                    | 32.7%            | 38.9%         | 6.4%          | 13.1%         | 7.2%             | ---        |
| 35-44                        | 30.4%            | 44.4%         | 10.0%         | 8.9%          | 4.6%             | ---        |
| 45-54                        | 37.1%            | 33.3%         | 5.4%          | 12.5%         | 11.8%            | ---        |
| 55-64                        | 31.0%            | 33.4%         | 7.2%          | 19.0%         | 9.5%             | ---        |
| 65+                          | 30.7%            | 23.0%         | 9.0%          | 18.3%         | 17.9%            | ---        |
| Northfield Ward 1            | 32.1%            | 34.4%         | 7.0%          | 18.4%         | 8.0%             | ---        |
| Northfield Ward 2            | 33.5%            | 29.7%         | 8.7%          | 11.8%         | 15.0%            | ---        |
| Northfield Ward 3            | 33.4%            | 33.1%         | 6.2%          | 13.2%         | 14.0%            | ---        |
| Northfield Ward 4            | 29.2%            | 31.9%         | 11.4%         | 19.2%         | 8.3%             | ---        |
| Dundas/Bridgewater Townships | 38.7%            | 27.9%         | 7.4%          | 9.2%          | 12.5%            | ---        |
| Less Active/New Voter        | 31.7%            | 36.5%         | 8.3%          | 10.5%         | 11.5%            | ---        |
| Active Voter                 | 31.2%            | 30.6%         | 6.4%          | 17.5%         | 13.1%            | ---        |
| Very Active Voter            | 34.5%            | 35.2%         | 9.1%          | 15.9%         | 5.3%             | ---        |
| High School                  | 33.1%            | 32.6%         | 5.7%          | 12.8%         | 15.7%            | ---        |
| Some College                 | 42.4%            | 36.2%         | 0.0%          | 7.6%          | 8.6%             | ---        |
| Bachelor's                   | 30.8%            | 36.0%         | 8.4%          | 15.2%         | 9.7%             | ---        |
| Graduate                     | 23.8%            | 26.2%         | 14.5%         | 18.4%         | 17.1%            | ---        |
| HH Income <\$25k             | 24.4%            | 42.4%         | 8.2%          | 17.3%         | 7.6%             | ---        |
| \$25-50k                     | 56.6%            | 21.8%         | 5.5%          | 12.4%         | 3.7%             | ---        |
| \$50-75k                     | 32.1%            | 45.7%         | 5.8%          | 4.7%          | 11.7%            | ---        |
| \$75-100k                    | 35.0%            | 31.0%         | 6.8%          | 14.2%         | 13.0%            | ---        |
| \$100-150k                   | 29.0%            | 33.1%         | 9.3%          | 17.5%         | 8.6%             | ---        |
| >\$150k                      | 29.5%            | 31.7%         | 5.3%          | 15.8%         | 16.2%            | ---        |
| Homeowner                    | 29.8%            | 35.7%         | 7.9%          | 12.8%         | 12.1%            | ---        |
| Renter                       | 31.9%            | 31.1%         | 8.7%          | 23.9%         | 4.5%             | ---        |

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Q20. A new fieldhouse would be built to provide four multi-use courts for basketball, volleyball, tennis, and other indoor sports.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 29.5%            | 30.1%         | 6.4%          | 14.6%         | 18.3%            | 1.1%       |
| Male                         | 28.9%            | 35.0%         | 3.5%          | 15.9%         | 16.2%            | ---        |
| Female                       | 30.0%            | 25.5%         | 9.2%          | 13.4%         | 20.4%            | ---        |
| Parent                       | 43.3%            | 32.4%         | 5.8%          | 7.9%          | 9.5%             | ---        |
| Non-Parent                   | 24.9%            | 27.9%         | 8.4%          | 17.7%         | 19.2%            | ---        |
| Alumni Parent                | 24.8%            | 31.4%         | 4.1%          | 15.6%         | 24.1%            | ---        |
| Age 18-34                    | 29.2%            | 39.5%         | 6.5%          | 12.2%         | 9.7%             | ---        |
| 35-44                        | 40.6%            | 29.4%         | 5.9%          | 13.4%         | 10.6%            | ---        |
| 45-54                        | 34.5%            | 32.8%         | 6.8%          | 9.2%          | 16.6%            | ---        |
| 55-64                        | 29.5%            | 28.3%         | 7.2%          | 11.8%         | 23.2%            | ---        |
| 65+                          | 22.0%            | 20.6%         | 5.9%          | 21.7%         | 29.0%            | ---        |
| Northfield Ward 1            | 28.8%            | 29.6%         | 6.1%          | 15.0%         | 19.2%            | ---        |
| Northfield Ward 2            | 25.9%            | 36.8%         | 4.3%          | 13.7%         | 17.6%            | ---        |
| Northfield Ward 3            | 34.6%            | 27.6%         | 6.2%          | 16.2%         | 15.4%            | ---        |
| Northfield Ward 4            | 23.9%            | 41.1%         | 6.8%          | 9.9%          | 18.2%            | ---        |
| Dundas/Bridgewater Townships | 27.3%            | 23.7%         | 11.6%         | 10.4%         | 25.2%            | ---        |
| Less Active/New Voter        | 31.2%            | 32.4%         | 7.1%          | 16.1%         | 13.4%            | ---        |
| Active Voter                 | 28.8%            | 31.1%         | 4.9%          | 12.5%         | 20.9%            | ---        |
| Very Active Voter            | 28.4%            | 25.0%         | 8.5%          | 16.6%         | 20.4%            | ---        |
| High School                  | 31.5%            | 33.3%         | 8.0%          | 8.1%          | 19.1%            | ---        |
| Some College                 | 28.3%            | 29.8%         | 4.7%          | 16.8%         | 17.6%            | ---        |
| Bachelor's                   | 28.5%            | 29.4%         | 4.0%          | 15.9%         | 22.1%            | ---        |
| Graduate                     | 24.3%            | 22.5%         | 8.5%          | 13.4%         | 29.6%            | ---        |
| HH Income <\$25k             | 10.8%            | 56.1%         | 17.6%         | 15.6%         | 0.0%             | ---        |
| \$25-50k                     | 29.8%            | 30.6%         | 0.0%          | 0.0%          | 35.8%            | ---        |
| \$50-75k                     | 26.0%            | 35.8%         | 8.4%          | 7.5%          | 22.2%            | ---        |
| \$75-100k                    | 27.5%            | 26.8%         | 8.1%          | 15.7%         | 19.4%            | ---        |
| \$100-150k                   | 32.2%            | 28.8%         | 4.8%          | 15.4%         | 18.0%            | ---        |
| >\$150k                      | 33.7%            | 22.8%         | 7.9%          | 17.1%         | 18.5%            | ---        |
| Homeowner                    | 27.4%            | 28.1%         | 6.7%          | 14.7%         | 21.8%            | ---        |
| Renter                       | 22.6%            | 49.1%         | 5.8%          | 12.3%         | 10.1%            | ---        |

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Q21. Expanding athletic gymnasiums and fields would allow school and youth practices to finish earlier in the evening.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 28.0%            | 31.1%         | 8.5%          | 16.6%         | 15.5%            | 0.3%       |
| Male                         | 31.9%            | 31.2%         | 7.4%          | 14.6%         | 14.9%            | ---        |
| Female                       | 24.3%            | 31.0%         | 9.6%          | 18.5%         | 16.2%            | ---        |
| Parent                       | 42.6%            | 36.7%         | 4.3%          | 7.8%          | 8.5%             | ---        |
| Non-Parent                   | 22.4%            | 29.8%         | 11.2%         | 21.6%         | 14.2%            | ---        |
| Alumni Parent                | 24.1%            | 28.4%         | 8.1%          | 16.6%         | 22.8%            | ---        |
| Age 18-34                    | 29.8%            | 40.6%         | 6.2%          | 16.1%         | 6.3%             | ---        |
| 35-44                        | 37.2%            | 28.4%         | 8.6%          | 13.6%         | 12.2%            | ---        |
| 45-54                        | 31.1%            | 39.4%         | 6.4%          | 8.4%          | 14.7%            | ---        |
| 55-64                        | 27.0%            | 27.7%         | 12.1%         | 20.3%         | 12.9%            | ---        |
| 65+                          | 20.9%            | 20.6%         | 9.8%          | 20.3%         | 28.4%            | ---        |
| Northfield Ward 1            | 24.2%            | 42.7%         | 6.1%          | 11.1%         | 15.9%            | ---        |
| Northfield Ward 2            | 24.9%            | 33.8%         | 10.6%         | 17.2%         | 13.6%            | ---        |
| Northfield Ward 3            | 28.0%            | 29.5%         | 9.3%          | 19.4%         | 13.8%            | ---        |
| Northfield Ward 4            | 31.4%            | 29.3%         | 12.0%         | 18.6%         | 8.6%             | ---        |
| Dundas/Bridgewater Townships | 28.8%            | 23.1%         | 11.2%         | 12.7%         | 24.3%            | ---        |
| Less Active/New Voter        | 27.4%            | 35.1%         | 8.4%          | 15.6%         | 13.5%            | ---        |
| Active Voter                 | 27.7%            | 30.3%         | 8.2%          | 17.3%         | 15.9%            | ---        |
| Very Active Voter            | 29.5%            | 26.8%         | 9.3%          | 16.6%         | 17.8%            | ---        |
| High School                  | 30.0%            | 25.1%         | 8.0%          | 17.2%         | 19.8%            | ---        |
| Some College                 | 15.9%            | 49.8%         | 4.7%          | 10.7%         | 19.0%            | ---        |
| Bachelor's                   | 35.9%            | 26.1%         | 10.2%         | 13.3%         | 14.5%            | ---        |
| Graduate                     | 20.0%            | 27.1%         | 11.4%         | 20.0%         | 21.5%            | ---        |
| HH Income <\$25k             | 47.9%            | 19.0%         | 17.6%         | 7.6%          | 7.9%             | ---        |
| \$25-50k                     | 29.3%            | 34.9%         | 0.0%          | 3.7%          | 32.1%            | ---        |
| \$50-75k                     | 16.0%            | 35.7%         | 10.5%         | 20.3%         | 17.6%            | ---        |
| \$75-100k                    | 28.1%            | 29.7%         | 9.5%          | 17.9%         | 13.5%            | ---        |
| \$100-150k                   | 30.5%            | 28.9%         | 8.9%          | 18.2%         | 13.4%            | ---        |
| >\$150k                      | 28.5%            | 32.4%         | 7.7%          | 10.2%         | 21.2%            | ---        |
| Homeowner                    | 24.1%            | 31.8%         | 9.3%          | 14.8%         | 19.6%            | ---        |
| Renter                       | 28.9%            | 37.6%         | 6.0%          | 23.3%         | 4.2%             | ---        |

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Q22. A new fieldhouse would include a walking or jogging track and pickleball courts available for community use.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 29.9%            | 31.1%         | 6.1%          | 17.9%         | 13.9%            | 1.0%       |
| Male                  | 31.0%            | 31.2%         | 5.0%          | 21.5%         | 10.7%            | ---        |
| Female                | 28.9%            | 31.1%         | 7.1%          | 14.5%         | 16.9%            | ---        |
| Parent                | 47.6%            | 29.5%         | 5.0%          | 7.5%          | 10.4%            | ---        |
| Non-Parent            | 22.4%            | 35.1%         | 7.4%          | 21.1%         | 12.3%            | ---        |
| Alumni Parent         | 26.3%            | 27.1%         | 5.2%          | 21.9%         | 18.8%            | ---        |
| Age 18-34             | 34.5%            | 35.1%         | 5.6%          | 15.5%         | 7.4%             | ---        |
| 35-44                 | 40.5%            | 27.9%         | 4.4%          | 13.8%         | 12.0%            | ---        |
| 45-54                 | 31.7%            | 36.7%         | 6.8%          | 8.2%          | 16.6%            | ---        |
| 55-64                 | 28.8%            | 29.7%         | 5.3%          | 18.8%         | 15.7%            | ---        |
| 65+                   | 20.0%            | 26.8%         | 7.6%          | 26.6%         | 19.0%            | ---        |
| Northfield Ward 1     | 31.8%            | 29.5%         | 4.6%          | 21.7%         | 11.0%            | ---        |
| Northfield Ward 2     | 27.2%            | 33.1%         | 5.6%          | 17.5%         | 15.5%            | ---        |
| Northfield Ward 3     | 28.8%            | 40.8%         | 6.2%          | 16.5%         | 7.8%             | ---        |
| Northfield Ward 4     | 33.1%            | 33.6%         | 9.9%          | 15.1%         | 6.6%             | ---        |
| Dundas/Bridgewater    | 25.1%            | 24.2%         | 8.1%          | 19.3%         | 23.3%            | ---        |
| Townships             | 32.7%            | 26.8%         | 3.9%          | 16.8%         | 18.5%            | ---        |
| Less Active/New Voter | 31.1%            | 34.2%         | 7.2%          | 13.6%         | 14.0%            | ---        |
| Active Voter          | 27.8%            | 32.0%         | 4.9%          | 18.0%         | 15.6%            | ---        |
| Very Active Voter     | 32.7%            | 24.9%         | 6.9%          | 24.1%         | 10.2%            | ---        |
| High School           | 29.4%            | 35.0%         | 6.2%          | 18.6%         | 10.8%            | ---        |
| Some College          | 22.8%            | 40.3%         | 2.5%          | 9.5%          | 20.0%            | ---        |
| Bachelor's            | 36.6%            | 28.1%         | 3.0%          | 15.2%         | 17.2%            | ---        |
| Graduate              | 26.6%            | 17.5%         | 10.1%         | 28.9%         | 16.8%            | ---        |
| HH Income <\$25k      | 40.6%            | 33.9%         | 17.6%         | 0.0%          | 7.9%             | ---        |
| \$25-50k              | 34.2%            | 26.1%         | 5.5%          | 16.2%         | 17.9%            | ---        |
| \$50-75k              | 22.7%            | 29.8%         | 8.4%          | 24.3%         | 14.8%            | ---        |
| \$75-100k             | 23.2%            | 32.2%         | 7.9%          | 20.5%         | 14.2%            | ---        |
| \$100-150k            | 33.2%            | 30.0%         | 5.1%          | 19.0%         | 11.0%            | ---        |
| >\$150k               | 30.9%            | 32.3%         | 4.0%          | 13.8%         | 19.0%            | ---        |
| Homeowner             | 26.3%            | 28.2%         | 6.1%          | 21.6%         | 16.8%            | ---        |
| Renter                | 27.0%            | 44.3%         | 4.4%          | 17.2%         | 4.4%             | ---        |

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Q23. Safety for students, staff, and visitors would be improved through enhanced security design and improved electronic door monitoring systems.

|                              | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|------------------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters                   | 47.5%            | 31.4%         | 3.3%          | 9.1%          | 8.4%             | 0.3%       |
| Male                         | 46.8%            | 30.9%         | 2.6%          | 10.7%         | 8.9%             | ---        |
| Female                       | 48.1%            | 32.0%         | 4.0%          | 7.6%          | 7.8%             | ---        |
| Parent                       | 61.2%            | 23.8%         | 3.8%          | 7.3%          | 4.0%             | ---        |
| Non-Parent                   | 43.8%            | 35.4%         | 4.1%          | 8.7%          | 8.0%             | ---        |
| Alumni Parent                | 41.7%            | 32.0%         | 1.9%          | 11.2%         | 12.3%            | ---        |
| Age 18-34                    | 47.3%            | 35.7%         | 3.8%          | 6.1%          | 7.2%             | ---        |
| 35-44                        | 47.8%            | 31.0%         | 3.3%          | 12.0%         | 5.8%             | ---        |
| 45-54                        | 49.1%            | 33.0%         | 1.7%          | 9.8%          | 6.4%             | ---        |
| 55-64                        | 47.0%            | 30.9%         | 4.9%          | 6.8%          | 8.5%             | ---        |
| 65+                          | 46.9%            | 26.8%         | 2.8%          | 11.8%         | 11.7%            | ---        |
| Northfield Ward 1            | 51.1%            | 30.0%         | 2.7%          | 7.7%          | 8.6%             | ---        |
| Northfield Ward 2            | 52.9%            | 30.5%         | 1.3%          | 7.0%          | 8.2%             | ---        |
| Northfield Ward 3            | 39.5%            | 40.9%         | 1.6%          | 11.1%         | 7.0%             | ---        |
| Northfield Ward 4            | 46.4%            | 35.7%         | 5.1%          | 7.6%          | 3.2%             | ---        |
| Dundas/Bridgewater Townships | 48.4%            | 23.9%         | 5.6%          | 11.6%         | 10.5%            | ---        |
| Less Active/New Voter        | 45.8%            | 34.5%         | 3.2%          | 8.7%          | 7.7%             | ---        |
| Active Voter                 | 45.2%            | 29.0%         | 4.5%          | 9.6%          | 10.9%            | ---        |
| Very Active Voter            | 54.3%            | 31.7%         | 1.1%          | 8.8%          | 4.1%             | ---        |
| High School                  | 36.9%            | 35.9%         | 5.5%          | 8.0%          | 11.5%            | ---        |
| Some College                 | 50.8%            | 20.3%         | 0.0%          | 16.3%         | 12.6%            | ---        |
| Bachelor's                   | 56.1%            | 27.2%         | 2.7%          | 7.1%          | 6.9%             | ---        |
| Graduate                     | 45.3%            | 35.2%         | 1.7%          | 7.2%          | 10.6%            | ---        |
| HH Income <\$25k             | 29.8%            | 42.6%         | 9.3%          | 8.2%          | 0.0%             | ---        |
| \$25-50k                     | 44.6%            | 37.9%         | 0.0%          | 8.8%          | 8.8%             | ---        |
| \$50-75k                     | 64.3%            | 21.6%         | 4.1%          | 2.3%          | 7.7%             | ---        |
| \$75-100k                    | 49.3%            | 26.8%         | 3.5%          | 12.5%         | 7.9%             | ---        |
| \$100-150k                   | 44.4%            | 32.5%         | 4.1%          | 8.9%          | 10.1%            | ---        |
| >\$150k                      | 43.1%            | 34.8%         | 2.8%          | 9.6%          | 9.7%             | ---        |
| Homeowner                    | 45.4%            | 31.7%         | 3.1%          | 10.2%         | 9.6%             | ---        |
| Renter                       | 45.0%            | 37.8%         | 3.3%          | 7.8%          | 4.2%             | ---        |

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Q24. If needed improvements to the high school are further delayed, inflation will significantly increase the costs.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 29.8%            | 30.7%         | 9.4%          | 16.6%         | 11.1%            | 2.3%       |
| Male                  | 32.1%            | 28.9%         | 9.4%          | 14.5%         | 12.0%            | 3.0%       |
| Female                | 27.6%            | 32.4%         | 9.4%          | 18.7%         | 10.2%            | 1.6%       |
| Parent                | 35.0%            | 37.5%         | 6.7%          | 10.9%         | 6.7%             | 3.1%       |
| Non-Parent            | 24.7%            | 24.7%         | 13.1%         | 21.6%         | 14.8%            | 1.1%       |
| Alumni Parent         | 32.6%            | 33.5%         | 6.6%          | 14.4%         | 9.5%             | 3.4%       |
| Age 18-34             | 24.7%            | 37.5%         | 12.6%         | 14.0%         | 8.8%             | 2.6%       |
| 35-44                 | 30.9%            | 27.4%         | 10.5%         | 19.5%         | 10.1%            | 1.7%       |
| 45-54                 | 35.6%            | 31.7%         | 3.3%          | 12.9%         | 16.5%            | 0.0%       |
| 55-64                 | 30.6%            | 23.2%         | 9.8%          | 19.9%         | 8.0%             | 8.6%       |
| 65+                   | 31.4%            | 29.1%         | 8.4%          | 17.9%         | 13.1%            | 0.0%       |
| Northfield Ward 1     | 26.8%            | 32.1%         | 9.3%          | 16.2%         | 14.4%            | 1.2%       |
| Northfield Ward 2     | 34.7%            | 25.9%         | 9.3%          | 15.7%         | 13.0%            | 1.5%       |
| Northfield Ward 3     | 34.0%            | 26.8%         | 6.0%          | 18.7%         | 12.4%            | 2.2%       |
| Northfield Ward 4     | 22.3%            | 31.1%         | 15.2%         | 15.6%         | 10.6%            | 5.3%       |
| Dundas/Bridgewater    | 22.9%            | 39.5%         | 11.7%         | 18.6%         | 5.4%             | 1.9%       |
| Townships             | 35.8%            | 30.2%         | 6.4%          | 15.9%         | 9.4%             | 2.4%       |
| Less Active/New Voter | 32.1%            | 28.2%         | 11.8%         | 16.0%         | 10.5%            | 1.5%       |
| Active Voter          | 26.9%            | 31.8%         | 9.1%          | 17.2%         | 11.6%            | 3.3%       |
| Very Active Voter     | 32.3%            | 32.3%         | 6.7%          | 16.4%         | 10.8%            | 1.4%       |
| High School           | 31.0%            | 22.6%         | 13.8%         | 19.8%         | 8.2%             | 4.6%       |
| Some College          | 32.0%            | 38.7%         | 4.7%          | 12.1%         | 10.2%            | 2.4%       |
| Bachelor's            | 31.0%            | 33.8%         | 6.7%          | 16.4%         | 10.8%            | 1.4%       |
| Graduate              | 24.8%            | 31.6%         | 9.5%          | 14.6%         | 19.5%            | 0.0%       |
| HH Income <\$25k      | 18.7%            | 46.0%         | 17.6%         | 7.6%          | 0.0%             | 10.0%      |
| \$25-50k              | 40.7%            | 22.3%         | 12.2%         | 13.8%         | 11.0%            | 0.0%       |
| \$50-75k              | 36.1%            | 35.2%         | 13.2%         | 11.5%         | 4.0%             | 0.0%       |
| \$75-100k             | 24.9%            | 32.3%         | 8.9%          | 20.4%         | 10.9%            | 2.7%       |
| \$100-150k            | 32.9%            | 28.4%         | 6.4%          | 15.7%         | 13.7%            | 2.9%       |
| >\$150k               | 30.1%            | 27.9%         | 10.6%         | 17.8%         | 13.7%            | 0.0%       |
| Homeowner             | 30.7%            | 32.5%         | 9.4%          | 15.4%         | 10.2%            | 1.7%       |
| Renter                | 18.6%            | 30.0%         | 7.2%          | 24.6%         | 13.5%            | 6.0%       |

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Q25. A geothermal energy system at the high school would reduce operational costs and improve environmental stewardship.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 24.6%            | 35.5%         | 7.3%          | 14.9%         | 14.9%            | 2.9%       |
| Male                  | 22.7%            | 39.6%         | 8.4%          | 10.5%         | 15.8%            | 3.0%       |
| Female                | 26.4%            | 31.5%         | 6.2%          | 19.1%         | 14.1%            | 2.8%       |
| Parent                | 30.8%            | 41.9%         | 3.6%          | 10.6%         | 11.3%            | 1.7%       |
| Non-Parent            | 21.8%            | 30.2%         | 8.5%          | 18.4%         | 17.0%            | 4.1%       |
| Alumni Parent         | 23.5%            | 37.5%         | 8.5%          | 13.4%         | 14.9%            | 2.2%       |
| Age 18-34             | 27.6%            | 41.6%         | 5.1%          | 14.0%         | 8.1%             | 3.5%       |
| 35-44                 | 22.5%            | 40.7%         | 6.0%          | 14.2%         | 10.4%            | 6.1%       |
| 45-54                 | 28.9%            | 35.0%         | 3.1%          | 14.4%         | 18.6%            | 0.0%       |
| 55-64                 | 22.3%            | 38.6%         | 6.7%          | 14.1%         | 15.2%            | 3.0%       |
| 65+                   | 21.7%            | 25.1%         | 12.3%         | 16.7%         | 22.1%            | 2.0%       |
| Northfield Ward 1     | 25.7%            | 36.3%         | 6.1%          | 7.6%          | 20.2%            | 4.0%       |
| Northfield Ward 2     | 24.5%            | 27.8%         | 13.0%         | 20.2%         | 13.3%            | 1.3%       |
| Northfield Ward 3     | 19.4%            | 43.1%         | 8.4%          | 19.7%         | 4.7%             | 4.6%       |
| Northfield Ward 4     | 17.7%            | 41.2%         | 6.3%          | 17.5%         | 15.8%            | 1.4%       |
| Dundas/Bridgewater    | 33.5%            | 34.1%         | 7.6%          | 7.7%          | 13.3%            | 3.8%       |
| Townships             | 26.3%            | 32.6%         | 2.8%          | 16.9%         | 19.0%            | 2.4%       |
| Less Active/New Voter | 23.4%            | 42.6%         | 7.7%          | 14.1%         | 10.7%            | 1.6%       |
| Active Voter          | 23.5%            | 32.9%         | 6.3%          | 15.2%         | 17.8%            | 4.3%       |
| Very Active Voter     | 28.7%            | 30.1%         | 8.6%          | 15.4%         | 15.2%            | 2.0%       |
| High School           | 27.0%            | 33.5%         | 12.5%         | 5.4%          | 20.1%            | 1.5%       |
| Some College          | 34.5%            | 36.3%         | 0.0%          | 18.7%         | 5.7%             | 4.8%       |
| Bachelor's            | 26.4%            | 35.0%         | 7.1%          | 12.3%         | 19.2%            | 0.0%       |
| Graduate              | 19.4%            | 24.2%         | 12.2%         | 21.6%         | 19.3%            | 3.3%       |
| HH Income <\$25k      | 27.1%            | 37.0%         | 8.2%          | 20.1%         | 7.6%             | 0.0%       |
| \$25-50k              | 31.6%            | 34.0%         | 3.1%          | 11.1%         | 16.5%            | 3.7%       |
| \$50-75k              | 17.4%            | 41.8%         | 9.0%          | 12.7%         | 17.0%            | 2.1%       |
| \$75-100k             | 22.2%            | 34.4%         | 7.3%          | 18.1%         | 14.8%            | 3.2%       |
| \$100-150k            | 29.0%            | 32.5%         | 6.6%          | 14.1%         | 14.6%            | 3.2%       |
| >\$150k               | 21.4%            | 36.0%         | 10.1%         | 14.8%         | 15.4%            | 2.3%       |
| Homeowner             | 23.9%            | 34.5%         | 8.1%          | 13.2%         | 17.1%            | 3.2%       |
| Renter                | 21.5%            | 37.4%         | 5.3%          | 19.8%         | 13.2%            | 2.9%       |



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Q26. Increased natural light and improved air quality would positively impact student and staff mental health.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 29.7%            | 38.7%         | 7.1%          | 10.0%         | 13.3%            | 1.2%       |
| Male                  | 29.6%            | 38.0%         | 8.4%          | 11.7%         | 10.9%            | ---        |
| Female                | 29.7%            | 39.4%         | 5.8%          | 8.5%          | 15.6%            | ---        |
| Parent                | 36.8%            | 41.6%         | 4.5%          | 8.1%          | 8.1%             | ---        |
| Non-Parent            | 27.3%            | 36.0%         | 9.8%          | 9.0%          | 16.2%            | ---        |
| Alumni Parent         | 27.3%            | 40.1%         | 5.5%          | 12.9%         | 13.4%            | ---        |
| Age 18-34             | 32.7%            | 41.6%         | 7.0%          | 7.0%          | 9.1%             | ---        |
| 35-44                 | 33.9%            | 39.7%         | 7.6%          | 9.7%          | 7.7%             | ---        |
| 45-54                 | 29.0%            | 41.3%         | 3.2%          | 14.6%         | 12.0%            | ---        |
| 55-64                 | 27.8%            | 43.4%         | 6.8%          | 3.0%          | 19.0%            | ---        |
| 65+                   | 25.8%            | 31.5%         | 9.0%          | 15.0%         | 17.8%            | ---        |
| Northfield Ward 1     | 35.6%            | 31.6%         | 6.2%          | 12.5%         | 12.7%            | ---        |
| Northfield Ward 2     | 33.1%            | 33.4%         | 9.0%          | 8.2%          | 15.0%            | ---        |
| Northfield Ward 3     | 21.6%            | 47.6%         | 4.5%          | 14.2%         | 8.9%             | ---        |
| Northfield Ward 4     | 38.9%            | 37.5%         | 5.6%          | 3.2%          | 13.2%            | ---        |
| Dundas/Bridgewater    | 28.9%            | 36.8%         | 13.8%         | 7.8%          | 12.7%            | ---        |
| Townships             | 20.1%            | 46.5%         | 4.5%          | 12.8%         | 16.1%            | ---        |
| Less Active/New Voter | 32.0%            | 40.4%         | 7.5%          | 7.4%          | 11.1%            | ---        |
| Active Voter          | 27.0%            | 37.2%         | 8.7%          | 11.3%         | 14.8%            | ---        |
| Very Active Voter     | 31.6%            | 39.4%         | 3.1%          | 11.2%         | 13.5%            | ---        |
| High School           | 16.5%            | 44.1%         | 15.0%         | 11.1%         | 11.8%            | ---        |
| Some College          | 31.1%            | 45.2%         | 2.2%          | 7.0%          | 14.5%            | ---        |
| Bachelor's            | 34.6%            | 35.1%         | 2.5%          | 12.2%         | 15.6%            | ---        |
| Graduate              | 23.6%            | 34.1%         | 12.5%         | 14.2%         | 13.8%            | ---        |
| HH Income <\$25k      | 16.8%            | 65.7%         | 9.3%          | 0.0%          | 8.2%             | ---        |
| \$25-50k              | 25.3%            | 51.7%         | 3.1%          | 3.9%          | 16.0%            | ---        |
| \$50-75k              | 32.9%            | 29.5%         | 11.3%         | 12.8%         | 11.4%            | ---        |
| \$75-100k             | 30.4%            | 36.6%         | 5.4%          | 13.1%         | 14.6%            | ---        |
| \$100-150k            | 32.1%            | 36.8%         | 7.6%          | 8.4%          | 13.6%            | ---        |
| >\$150k               | 22.0%            | 44.8%         | 8.5%          | 10.0%         | 13.6%            | ---        |
| Homeowner             | 27.5%            | 37.7%         | 7.1%          | 12.4%         | 14.1%            | ---        |
| Renter                | 33.5%            | 42.6%         | 4.5%          | 5.7%          | 10.7%            | ---        |

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Q27. Upgraded HVAC systems, energy efficient windows, and LED lighting would reduce operational costs.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 35.5%            | 34.8%         | 7.3%          | 11.5%         | 10.1%            | 0.7%       |
| Male                  | 38.1%            | 31.3%         | 8.0%          | 11.6%         | 9.5%             | ---        |
| Female                | 33.1%            | 38.2%         | 6.6%          | 11.4%         | 10.7%            | ---        |
| Parent                | 45.6%            | 36.2%         | 6.3%          | 6.8%          | 5.1%             | ---        |
| Non-Parent            | 27.8%            | 33.5%         | 9.5%          | 14.3%         | 13.9%            | ---        |
| Alumni Parent         | 38.1%            | 35.6%         | 5.2%          | 11.4%         | 9.0%             | ---        |
| Age 18-34             | 32.9%            | 41.3%         | 7.8%          | 8.2%          | 8.1%             | ---        |
| 35-44                 | 40.0%            | 38.3%         | 9.4%          | 5.0%          | 7.4%             | ---        |
| 45-54                 | 40.4%            | 33.3%         | 4.9%          | 9.8%          | 11.6%            | ---        |
| 55-64                 | 32.7%            | 36.9%         | 6.4%          | 9.2%          | 13.3%            | ---        |
| 65+                   | 35.3%            | 26.1%         | 7.5%          | 19.9%         | 11.1%            | ---        |
| Northfield Ward 1     | 33.0%            | 40.1%         | 5.8%          | 13.7%         | 7.5%             | ---        |
| Northfield Ward 2     | 36.2%            | 27.5%         | 10.5%         | 12.4%         | 12.1%            | ---        |
| Northfield Ward 3     | 32.4%            | 38.8%         | 6.1%          | 12.6%         | 8.5%             | ---        |
| Northfield Ward 4     | 42.6%            | 27.5%         | 5.7%          | 8.1%          | 14.5%            | ---        |
| Dundas/Bridgewater    | 42.7%            | 28.1%         | 11.6%         | 10.1%         | 7.5%             | ---        |
| Townships             | 29.5%            | 43.7%         | 5.0%          | 11.1%         | 10.7%            | ---        |
| Less Active/New Voter | 36.9%            | 35.8%         | 7.6%          | 10.6%         | 8.4%             | ---        |
| Active Voter          | 30.2%            | 35.6%         | 9.1%          | 12.6%         | 11.5%            | ---        |
| Very Active Voter     | 44.3%            | 32.0%         | 3.2%          | 10.6%         | 10.0%            | ---        |
| High School           | 31.6%            | 34.5%         | 14.1%         | 6.5%          | 13.3%            | ---        |
| Some College          | 39.3%            | 36.2%         | 2.4%          | 9.0%          | 10.7%            | ---        |
| Bachelor's            | 39.0%            | 36.5%         | 5.7%          | 9.1%          | 9.6%             | ---        |
| Graduate              | 30.1%            | 28.5%         | 14.2%         | 15.0%         | 12.1%            | ---        |
| HH Income <\$25k      | 46.3%            | 28.5%         | 17.6%         | 7.6%          | 0.0%             | ---        |
| \$25-50k              | 53.7%            | 23.4%         | 3.1%          | 8.8%          | 7.3%             | ---        |
| \$50-75k              | 39.0%            | 30.9%         | 11.7%         | 7.5%          | 10.9%            | ---        |
| \$75-100k             | 35.0%            | 35.0%         | 6.3%          | 12.7%         | 11.0%            | ---        |
| \$100-150k            | 33.1%            | 36.3%         | 6.1%          | 11.0%         | 12.0%            | ---        |
| >\$150k               | 28.3%            | 39.1%         | 10.9%         | 14.2%         | 7.6%             | ---        |
| Homeowner             | 38.4%            | 32.1%         | 8.7%          | 11.2%         | 9.1%             | ---        |
| Renter                | 30.5%            | 36.8%         | 5.3%          | 14.3%         | 11.7%            | ---        |

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Q28. Increasing natural light and improved air quality would positively impact academic performance.

|                       | Much more likely | Somewhat more | No difference | Somewhat less | Much less likely | No Opinion |
|-----------------------|------------------|---------------|---------------|---------------|------------------|------------|
| All Voters            | 25.5%            | 42.8%         | 8.0%          | 11.8%         | 10.5%            | 1.4%       |
| Male                  | 25.0%            | 45.5%         | 6.4%          | 12.0%         | 9.7%             | 1.4%       |
| Female                | 26.0%            | 40.2%         | 9.5%          | 11.7%         | 11.2%            | 1.4%       |
| Parent                | 36.9%            | 46.9%         | 4.5%          | 3.6%          | 8.1%             | 0.0%       |
| Non-Parent            | 22.1%            | 38.7%         | 10.1%         | 14.0%         | 11.9%            | 3.2%       |
| Alumni Parent         | 21.3%            | 45.2%         | 7.8%          | 15.3%         | 10.3%            | 0.0%       |
| Age 18-34             | 28.3%            | 44.1%         | 8.9%          | 9.7%          | 6.4%             | 2.6%       |
| 35-44                 | 29.0%            | 48.0%         | 8.9%          | 6.5%          | 6.1%             | 1.5%       |
| 45-54                 | 31.1%            | 42.7%         | 4.7%          | 9.6%          | 10.4%            | 1.5%       |
| 55-64                 | 24.0%            | 50.0%         | 3.4%          | 7.3%          | 15.2%            | 0.0%       |
| 65+                   | 19.2%            | 35.1%         | 10.6%         | 20.1%         | 14.2%            | 0.9%       |
| Northfield Ward 1     | 25.4%            | 44.8%         | 5.8%          | 11.4%         | 11.3%            | 1.4%       |
| Northfield Ward 2     | 33.4%            | 30.6%         | 11.4%         | 12.3%         | 11.0%            | 1.3%       |
| Northfield Ward 3     | 20.1%            | 48.2%         | 7.9%          | 13.6%         | 8.9%             | 1.4%       |
| Northfield Ward 4     | 31.4%            | 42.3%         | 3.8%          | 9.4%          | 10.0%            | 3.1%       |
| Dundas/Bridgewater    | 28.2%            | 37.0%         | 14.9%         | 7.8%          | 10.3%            | 1.8%       |
| Townships             | 16.2%            | 52.6%         | 5.2%          | 15.2%         | 10.7%            | 0.0%       |
| Less Active/New Voter | 25.5%            | 43.9%         | 10.2%         | 9.4%          | 9.5%             | 1.6%       |
| Active Voter          | 24.6%            | 44.0%         | 6.1%          | 12.9%         | 11.4%            | 1.0%       |
| Very Active Voter     | 27.5%            | 38.7%         | 8.5%          | 13.2%         | 10.0%            | 2.0%       |
| High School           | 19.7%            | 43.5%         | 16.8%         | 6.4%          | 12.0%            | 1.5%       |
| Some College          | 37.1%            | 40.3%         | 0.0%          | 5.7%          | 16.9%            | 0.0%       |
| Bachelor's            | 25.8%            | 43.1%         | 5.7%          | 8.5%          | 16.9%            | 0.0%       |
| Graduate              | 15.7%            | 43.5%         | 12.9%         | 18.1%         | 6.6%             | 3.3%       |
| HH Income <\$25k      | 26.8%            | 55.7%         | 17.6%         | 0.0%          | 0.0%             | 0.0%       |
| \$25-50k              | 29.0%            | 44.2%         | 3.1%          | 3.9%          | 16.0%            | 3.9%       |
| \$50-75k              | 22.8%            | 39.4%         | 13.9%         | 9.9%          | 12.2%            | 1.7%       |
| \$75-100k             | 32.9%            | 33.9%         | 8.3%          | 16.9%         | 8.0%             | 0.0%       |
| \$100-150k            | 25.7%            | 47.2%         | 3.0%          | 9.1%          | 13.5%            | 1.5%       |
| >\$150k               | 14.1%            | 51.2%         | 11.0%         | 14.1%         | 8.3%             | 1.2%       |
| Homeowner             | 23.5%            | 43.8%         | 8.4%          | 12.1%         | 11.1%            | 1.1%       |
| Renter                | 26.5%            | 39.6%         | 8.8%          | 14.2%         | 7.7%             | 3.1%       |

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**Cost Sensitivity**

After measuring feedback about the levy proposals, we tested the effects of potential tax impacts on our respondents' level of support. Participants were introduced to the questions with the following language:

"I am going to ask you some questions about the potential costs to fund facility, athletic and activity improvements and projects at the high school. Each question presents you with the annual cost for a home worth approximately \$350,000.

For each one, please tell me if knowing the cost of the proposal would make you support or oppose such a referendum."

Survey participants were given four potential cost levels for the proposed referendum, which were presented in random order in each interview to minimize the tendency for participants to give a response based on what they anticipated the next prompt would be.

Responses to the tax impact questions are shown on the following pages.

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Q30. Property taxes will increase about \$20 a month or \$240 per year for a home worth approximately \$350,000.

|                       | Favor | Oppose | No opinion |
|-----------------------|-------|--------|------------|
| All Voters            | 66.9% | 28.3%  | 4.8%       |
| Male                  | 67.6% | 28.9%  | 3.5%       |
| Female                | 66.1% | 27.8%  | 6.0%       |
| Parent                | 81.4% | 16.3%  | 2.3%       |
| Non-Parent            | 56.3% | 35.2%  | 8.5%       |
| Alumni Parent         | 69.8% | 28.5%  | 1.7%       |
| Age 18-34             | 71.1% | 17.7%  | 11.2%      |
| 35-44                 | 79.0% | 21.0%  | 0.0%       |
| 45-54                 | 70.5% | 26.1%  | 3.4%       |
| 55-64                 | 62.7% | 32.4%  | 4.9%       |
| 65+                   | 57.3% | 41.6%  | 1.1%       |
| Northfield Ward 1     | 67.9% | 28.4%  | 3.8%       |
| Northfield Ward 2     | 69.9% | 28.8%  | 1.3%       |
| Northfield Ward 3     | 74.1% | 25.9%  | 0.0%       |
| Northfield Ward 4     | 65.3% | 29.1%  | 5.5%       |
| Dundas/Bridgewater    | 68.7% | 27.3%  | 4.0%       |
| Townships             | 57.5% | 29.9%  | 12.6%      |
| Less Active/New Voter | 69.7% | 24.5%  | 5.8%       |
| Active Voter          | 63.2% | 31.5%  | 5.3%       |
| Very Active Voter     | 70.2% | 27.5%  | 2.3%       |
| High School           | 66.7% | 27.0%  | 6.3%       |
| Some College          | 71.7% | 25.0%  | 3.3%       |
| Bachelor's            | 64.0% | 36.0%  | 0.0%       |
| Graduate              | 61.1% | 33.2%  | 5.7%       |
| HH Income <\$25k      | 66.3% | 15.8%  | 17.9%      |
| \$25-50k              | 68.1% | 31.9%  | 0.0%       |
| \$50-75k              | 66.9% | 29.1%  | 4.0%       |
| \$75-100k             | 68.0% | 26.9%  | 5.1%       |
| \$100-150k            | 64.3% | 31.8%  | 3.9%       |
| >\$150k               | 70.0% | 26.4%  | 3.6%       |
| Homeowner             | 66.5% | 30.0%  | 3.5%       |
| Renter                | 66.4% | 25.6%  | 7.9%       |

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Q31. Property taxes will increase about \$30 a month or \$360 per year for a home worth approximately \$350,000.

|                       | Favor | Oppose | No opinion |
|-----------------------|-------|--------|------------|
| All Voters            | 47.1% | 48.1%  | 4.8%       |
| Male                  | 49.1% | 47.4%  | 3.5%       |
| Female                | 45.2% | 48.8%  | 6.0%       |
| Parent                | 61.0% | 38.0%  | 1.0%       |
| Non-Parent            | 37.2% | 53.7%  | 9.1%       |
| Alumni Parent         | 49.7% | 48.6%  | 1.7%       |
| Age 18-34             | 45.9% | 43.0%  | 11.0%      |
| 35-44                 | 60.4% | 39.6%  | 0.0%       |
| 45-54                 | 60.2% | 36.4%  | 3.4%       |
| 55-64                 | 43.7% | 51.5%  | 4.9%       |
| 65+                   | 37.7% | 61.2%  | 1.1%       |
| Northfield Ward 1     | 48.4% | 46.4%  | 5.2%       |
| Northfield Ward 2     | 57.5% | 41.2%  | 1.3%       |
| Northfield Ward 3     | 55.6% | 44.4%  | 0.0%       |
| Northfield Ward 4     | 38.0% | 56.5%  | 5.5%       |
| Dundas/Bridgewater    | 58.8% | 37.2%  | 4.0%       |
| Townships             | 28.4% | 60.6%  | 11.0%      |
| Less Active/New Voter | 43.1% | 51.2%  | 5.7%       |
| Active Voter          | 47.2% | 47.5%  | 5.3%       |
| Very Active Voter     | 52.7% | 45.0%  | 2.3%       |
| High School           | 45.5% | 48.2%  | 6.3%       |
| Some College          | 60.6% | 39.4%  | 0.0%       |
| Bachelor's            | 46.1% | 53.9%  | 0.0%       |
| Graduate              | 41.6% | 52.7%  | 5.7%       |
| HH Income <\$25k      | 55.5% | 26.6%  | 17.9%      |
| \$25-50k              | 43.6% | 56.4%  | 0.0%       |
| \$50-75k              | 46.8% | 49.2%  | 4.0%       |
| \$75-100k             | 52.1% | 42.8%  | 5.1%       |
| \$100-150k            | 47.5% | 48.6%  | 3.9%       |
| >\$150k               | 50.7% | 47.5%  | 1.8%       |
| Homeowner             | 48.4% | 48.1%  | 3.5%       |
| Renter                | 31.3% | 59.1%  | 9.6%       |

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Q32. Property taxes will increase about \$40 a month or \$480 per year for a home worth approximately \$350,000.

|                       | Favor | Oppose | No opinion |
|-----------------------|-------|--------|------------|
| All Voters            | 31.7% | 64.3%  | 4.0%       |
| Male                  | 35.7% | 61.8%  | 2.5%       |
| Female                | 27.9% | 66.6%  | 5.4%       |
| Parent                | 44.4% | 54.5%  | 1.0%       |
| Non-Parent            | 24.6% | 68.0%  | 7.4%       |
| Alumni Parent         | 31.4% | 66.9%  | 1.7%       |
| Age 18-34             | 25.5% | 66.1%  | 8.5%       |
| 35-44                 | 45.3% | 54.7%  | 0.0%       |
| 45-54                 | 44.2% | 52.4%  | 3.4%       |
| 55-64                 | 34.8% | 60.3%  | 4.9%       |
| 65+                   | 24.0% | 74.8%  | 1.1%       |
| Northfield Ward 1     | 34.7% | 62.7%  | 2.6%       |
| Northfield Ward 2     | 38.8% | 61.2%  | 0.0%       |
| Northfield Ward 3     | 41.2% | 58.8%  | 0.0%       |
| Northfield Ward 4     | 27.6% | 66.9%  | 5.5%       |
| Dundas/Bridgewater    | 34.8% | 61.2%  | 4.0%       |
| Townships             | 15.9% | 73.1%  | 11.0%      |
| Less Active/New Voter | 26.2% | 70.4%  | 3.4%       |
| Active Voter          | 32.0% | 62.7%  | 5.3%       |
| Very Active Voter     | 39.2% | 58.5%  | 2.3%       |
| High School           | 27.7% | 66.0%  | 6.3%       |
| Some College          | 40.9% | 59.1%  | 0.0%       |
| Bachelor's            | 35.5% | 64.5%  | 0.0%       |
| Graduate              | 24.2% | 70.1%  | 5.7%       |
| HH Income <\$25k      | 17.7% | 64.4%  | 17.9%      |
| \$25-50k              | 28.9% | 71.1%  | 0.0%       |
| \$50-75k              | 35.8% | 60.2%  | 4.0%       |
| \$75-100k             | 34.5% | 60.4%  | 5.1%       |
| \$100-150k            | 33.9% | 63.7%  | 2.5%       |
| >\$150k               | 31.3% | 66.9%  | 1.8%       |
| Homeowner             | 30.0% | 66.9%  | 3.1%       |
| Renter                | 24.3% | 69.2%  | 6.5%       |

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Q30. Property taxes will increase about \$50 a month or \$600 per year for a home worth approximately \$350,000.

|                       | Favor | Oppose | No opinion |
|-----------------------|-------|--------|------------|
| All Voters            | 17.5% | 77.7%  | 4.8%       |
| Male                  | 21.4% | 75.6%  | 3.0%       |
| Female                | 13.8% | 79.8%  | 6.4%       |
| Parent                | 27.0% | 70.1%  | 2.9%       |
| Non-Parent            | 13.2% | 79.5%  | 7.4%       |
| Alumni Parent         | 16.0% | 81.3%  | 2.7%       |
| Age 18-34             | 16.0% | 73.6%  | 10.4%      |
| 35-44                 | 18.2% | 80.4%  | 1.5%       |
| 45-54                 | 22.5% | 72.5%  | 5.0%       |
| 55-64                 | 22.8% | 73.6%  | 3.5%       |
| 65+                   | 13.5% | 85.4%  | 1.1%       |
| Northfield Ward 1     | 14.7% | 80.3%  | 5.0%       |
| Northfield Ward 2     | 21.5% | 78.5%  | 0.0%       |
| Northfield Ward 3     | 18.6% | 77.8%  | 3.6%       |
| Northfield Ward 4     | 19.4% | 78.6%  | 1.9%       |
| Dundas/Bridgewater    | 23.4% | 70.5%  | 6.0%       |
| Townships             | 10.2% | 78.8%  | 11.0%      |
| Less Active/New Voter | 16.1% | 80.8%  | 3.2%       |
| Active Voter          | 17.6% | 76.0%  | 6.4%       |
| Very Active Voter     | 19.5% | 76.7%  | 3.7%       |
| High School           | 14.9% | 80.8%  | 4.4%       |
| Some College          | 27.9% | 72.1%  | 0.0%       |
| Bachelor's            | 22.3% | 77.7%  | 0.0%       |
| Graduate              | 10.0% | 82.8%  | 7.2%       |
| HH Income <\$25k      | 27.1% | 64.4%  | 8.5%       |
| \$25-50k              | 7.9%  | 92.1%  | 0.0%       |
| \$50-75k              | 19.4% | 76.6%  | 4.0%       |
| \$75-100k             | 18.2% | 75.3%  | 6.4%       |
| \$100-150k            | 18.4% | 76.1%  | 5.5%       |
| >\$150k               | 17.3% | 80.9%  | 1.8%       |
| Homeowner             | 16.9% | 79.2%  | 4.0%       |
| Renter                | 13.8% | 82.9%  | 3.3%       |



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**Community Perceptions**

The questions in this section measured opinions about the School District itself, rather than specific projects or proposals.

The first question in this section asked respondents to give letter grades to the District. A follow-up question asked respondents for the reasoning behind the grade they gave.

The final question in the survey asked participants for their level of agreement with the following statement:

“I would never vote for a tax increase, no matter what the amount or what the money raised would be used for.”

Agreement with this statement provides a general measure of the level of tax aversion the District would face if it pursued tax increases of any sort.

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Q5. What grade would you give to the public schools in the Northfield School District?

|                       | A     | B     | C     | D    | Fail | No answer |
|-----------------------|-------|-------|-------|------|------|-----------|
| All Voters            | 29.3% | 47.2% | 15.3% | 3.6% | 2.3% | 2.3%      |
| Male                  | 25.7% | 49.3% | 16.1% | 2.3% | 3.5% | 3.0%      |
| Female                | 32.8% | 45.2% | 14.4% | 4.9% | 1.1% | 1.6%      |
| Parent                | 44.1% | 46.0% | 5.9%  | 2.2% | 1.8% | 0.0%      |
| Non-Parent            | 23.8% | 42.6% | 22.4% | 4.1% | 2.4% | 4.8%      |
| Alumni Parent         | 25.3% | 54.3% | 12.9% | 4.2% | 2.5% | 0.7%      |
| Age 18-34             | 30.5% | 46.4% | 11.7% | 4.7% | 2.4% | 4.2%      |
| 35-44                 | 39.4% | 48.7% | 10.3% | 0.0% | 1.7% | 0.0%      |
| 45-54                 | 36.3% | 44.4% | 12.8% | 4.9% | 1.7% | 0.0%      |
| 55-64                 | 16.4% | 58.8% | 13.3% | 3.0% | 5.1% | 3.4%      |
| 65+                   | 27.2% | 42.3% | 23.5% | 4.0% | 1.1% | 2.0%      |
| Northfield Ward 1     | 32.1% | 46.5% | 13.4% | 2.5% | 1.6% | 3.8%      |
| Northfield Ward 2     | 32.3% | 41.1% | 15.6% | 3.8% | 2.5% | 4.7%      |
| Northfield Ward 3     | 30.5% | 47.5% | 13.4% | 4.7% | 3.8% | 0.0%      |
| Northfield Ward 4     | 26.1% | 47.6% | 17.9% | 1.9% | 3.2% | 3.2%      |
| Dundas/Bridgewater    | 34.0% | 53.9% | 8.1%  | 3.9% | 0.0% | 0.0%      |
| Townships             | 22.0% | 48.2% | 21.3% | 4.8% | 2.5% | 1.2%      |
| Less Active/New Voter | 28.2% | 44.5% | 16.3% | 4.2% | 2.1% | 4.7%      |
| Active Voter          | 30.0% | 49.6% | 12.4% | 4.5% | 2.3% | 1.2%      |
| Very Active Voter     | 29.6% | 46.3% | 19.5% | 1.0% | 2.5% | 1.1%      |
| High School           | 25.0% | 54.5% | 9.9%  | 1.7% | 6.6% | 2.2%      |
| Some College          | 38.4% | 36.4% | 14.6% | 5.7% | 4.8% | 0.0%      |
| Bachelor's            | 29.7% | 54.0% | 10.5% | 4.6% | 0.0% | 1.2%      |
| Graduate              | 35.7% | 44.7% | 14.6% | 1.6% | 3.4% | 0.0%      |
| HH Income <\$25k      | 29.5% | 70.5% | 0.0%  | 0.0% | 0.0% | 0.0%      |
| \$25-50k              | 34.3% | 42.1% | 11.2% | 3.6% | 8.8% | 0.0%      |
| \$50-75k              | 24.0% | 57.0% | 9.5%  | 4.1% | 2.8% | 2.6%      |
| \$75-100k             | 35.9% | 39.6% | 18.9% | 3.5% | 0.0% | 2.1%      |
| \$100-150k            | 23.5% | 53.8% | 13.4% | 4.6% | 2.2% | 2.5%      |
| >\$150k               | 32.9% | 42.1% | 20.2% | 2.4% | 2.5% | 0.0%      |
| Homeowner             | 29.4% | 48.5% | 15.0% | 4.0% | 2.2% | 0.9%      |
| Renter                | 25.7% | 43.5% | 19.1% | 3.0% | 2.8% | 5.9%      |

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Q6. Which of the following best describes the reasoning behind your decision?

|                   | Financial mgmt. | Leadership & mgmt. | Student behavior | Academic standards | Quality of instruction | Other | No response |
|-------------------|-----------------|--------------------|------------------|--------------------|------------------------|-------|-------------|
| All Voters        | 10.1%           | 14.1%              | 9.2%             | 34.2%              | 26.4%                  | 3.5%  | 2.5%        |
| Male              | 11.0%           | 14.8%              | 8.3%             | 37.5%              | 21.3%                  | 4.1%  | 3.0%        |
| Female            | 9.3%            | 13.3%              | 10.0%            | 31.2%              | 31.3%                  | 3.0%  | 2.0%        |
| Parent            | 8.4%            | 10.0%              | 7.3%             | 36.4%              | 35.9%                  | 1.9%  | 0.0%        |
| Non-Parent        | 12.2%           | 15.5%              | 7.1%             | 32.6%              | 22.5%                  | 4.7%  | 5.3%        |
| Alumni Parent     | 8.6%            | 15.2%              | 13.4%            | 34.7%              | 24.2%                  | 3.2%  | 0.7%        |
| Age 18-34         | 9.2%            | 15.3%              | 8.5%             | 37.4%              | 21.0%                  | 4.3%  | 4.2%        |
| 35-44             | 14.5%           | 10.2%              | 8.5%             | 26.9%              | 38.2%                  | 1.7%  | 0.0%        |
| 45-54             | 3.2%            | 20.8%              | 9.8%             | 35.6%              | 27.3%                  | 1.8%  | 1.6%        |
| 55-64             | 12.2%           | 12.3%              | 8.3%             | 23.7%              | 33.7%                  | 6.5%  | 3.4%        |
| 65+               | 11.1%           | 12.4%              | 10.3%            | 39.6%              | 21.9%                  | 2.7%  | 2.0%        |
| Ward 1            | 8.0%            | 17.9%              | 4.1%             | 33.3%              | 29.8%                  | 3.0%  | 3.8%        |
| Ward 2            | 10.6%           | 10.6%              | 11.5%            | 37.0%              | 23.1%                  | 2.6%  | 4.7%        |
| Ward 3            | 9.7%            | 9.5%               | 9.9%             | 33.1%              | 36.1%                  | 1.6%  | 0.0%        |
| Ward 4            | 15.6%           | 11.1%              | 12.1%            | 34.5%              | 20.4%                  | 1.6%  | 4.7%        |
| Dundas/Bridge.    | 11.4%           | 15.8%              | 11.3%            | 31.1%              | 22.7%                  | 7.7%  | 0.0%        |
| Townships         | 7.0%            | 17.8%              | 7.8%             | 35.4%              | 26.1%                  | 4.7%  | 1.2%        |
| Less Active/New   | 10.8%           | 12.0%              | 7.4%             | 35.1%              | 25.3%                  | 4.7%  | 4.7%        |
| Active Voter      | 10.7%           | 14.9%              | 12.5%            | 31.1%              | 25.9%                  | 3.3%  | 1.6%        |
| Very Active Voter | 7.9%            | 15.3%              | 5.1%             | 39.3%              | 29.0%                  | 2.2%  | 1.1%        |
| High School       | 7.7%            | 19.5%              | 8.6%             | 39.2%              | 16.9%                  | 5.9%  | 2.2%        |
| Some College      | 10.6%           | 12.9%              | 2.4%             | 38.8%              | 32.8%                  | 2.5%  | 0.0%        |
| Bachelor's        | 8.4%            | 11.2%              | 12.3%            | 30.7%              | 33.6%                  | 2.5%  | 1.2%        |
| Graduate          | 11.6%           | 7.4%               | 12.3%            | 39.0%              | 29.8%                  | 0.0%  | 0.0%        |
| HH Income <\$25k  | 0.0%            | 8.5%               | 0.0%             | 55.2%              | 36.2%                  | 0.0%  | 0.0%        |
| \$25-50k          | 8.7%            | 11.3%              | 10.7%            | 49.5%              | 12.2%                  | 7.7%  | 0.0%        |
| \$50-75k          | 5.5%            | 13.5%              | 11.0%            | 40.7%              | 23.8%                  | 2.8%  | 2.6%        |
| \$75-100k         | 9.5%            | 12.8%              | 10.3%            | 35.4%              | 25.2%                  | 4.7%  | 2.1%        |
| \$100-150k        | 10.0%           | 14.7%              | 8.6%             | 32.1%              | 28.6%                  | 2.9%  | 3.2%        |
| >\$150k           | 13.6%           | 17.2%              | 11.0%            | 29.5%              | 26.1%                  | 2.6%  | 0.0%        |
| Homeowner         | 10.2%           | 14.4%              | 7.8%             | 35.8%              | 28.1%                  | 2.5%  | 1.2%        |
| Renter            | 13.5%           | 9.9%               | 13.1%            | 28.3%              | 23.5%                  | 5.9%  | 5.9%        |

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Q34: I would never vote for a tax increase, no matter what the amount or what the money raised would be used for.

|                       | Strongly agree | Agree | Disagree | Strongly disagree | No opinion |
|-----------------------|----------------|-------|----------|-------------------|------------|
| All Voters            | 3.5%           | 11.9% | 58.1%    | 21.2%             | 5.4%       |
| Male                  | 2.5%           | 13.2% | 55.6%    | 23.1%             | 5.6%       |
| Female                | 4.4%           | 10.6% | 60.5%    | 19.3%             | 5.1%       |
| Parent                | 2.2%           | 5.6%  | 56.0%    | 35.1%             | 1.1%       |
| Non-Parent            | 4.0%           | 14.3% | 54.6%    | 17.9%             | 9.1%       |
| Alumni Parent         | 3.7%           | 13.5% | 64.5%    | 14.7%             | 3.7%       |
| Age 18-34             | 2.8%           | 3.2%  | 57.5%    | 27.5%             | 8.9%       |
| 35-44                 | 1.7%           | 4.5%  | 71.1%    | 21.2%             | 1.5%       |
| 45-54                 | 1.6%           | 8.4%  | 61.3%    | 25.7%             | 3.1%       |
| 55-64                 | 4.9%           | 13.0% | 60.4%    | 13.5%             | 8.3%       |
| 65+                   | 5.1%           | 25.2% | 49.8%    | 16.7%             | 3.1%       |
| Northfield Ward 1     | 2.3%           | 13.6% | 52.8%    | 22.3%             | 9.0%       |
| Northfield Ward 2     | 5.0%           | 10.6% | 58.3%    | 23.3%             | 2.8%       |
| Northfield Ward 3     | 1.6%           | 16.9% | 59.8%    | 21.7%             | 0.0%       |
| Northfield Ward 4     | 3.2%           | 9.7%  | 58.0%    | 24.6%             | 4.5%       |
| Dundas/Bridgewater    | 6.1%           | 11.4% | 48.7%    | 27.7%             | 6.2%       |
| Townships             | 3.1%           | 9.4%  | 68.9%    | 10.5%             | 8.1%       |
| Less Active/New Voter | 4.4%           | 9.0%  | 55.6%    | 27.2%             | 3.8%       |
| Active Voter          | 4.1%           | 12.4% | 55.8%    | 19.0%             | 8.7%       |
| Very Active Voter     | 0.9%           | 15.0% | 66.4%    | 16.8%             | 0.9%       |
| High School           | 1.7%           | 12.9% | 60.1%    | 23.6%             | 1.7%       |
| Some College          | 5.2%           | 10.8% | 56.6%    | 27.4%             | 0.0%       |
| Bachelor's            | 6.1%           | 11.9% | 61.1%    | 16.6%             | 4.3%       |
| Graduate              | 0.0%           | 19.5% | 55.3%    | 19.4%             | 5.8%       |
| HH Income <\$25k      | 0.0%           | 24.0% | 38.1%    | 37.8%             | 0.0%       |
| \$25-50k              | 3.6%           | 12.3% | 60.5%    | 23.5%             | 0.0%       |
| \$50-75k              | 2.0%           | 6.9%  | 72.2%    | 18.9%             | 0.0%       |
| \$75-100k             | 6.3%           | 10.5% | 54.9%    | 21.4%             | 6.9%       |
| \$100-150k            | 4.4%           | 10.5% | 55.6%    | 21.5%             | 8.1%       |
| >\$150k               | 1.3%           | 20.6% | 52.7%    | 19.9%             | 5.6%       |
| Homeowner             | 3.9%           | 13.5% | 60.7%    | 16.7%             | 5.2%       |
| Renter                | 4.2%           | 6.5%  | 62.3%    | 21.1%             | 5.9%       |

**Northfield Public Schools**  
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**Survey Language**

The following pages contain the language used in the telephone surveys. Results in the analysis above were grouped into general categories, and do not correspond exactly to the order in which questions were posed to participants. Our analysis uses descriptions of the questions which should allow for ready identification in the survey instrument which follows.

---

THE MORRIS LEATHERMAN COMPANY  
3128 Dean Court  
Minneapolis, Minnesota 55416

NORTHFIELD SCHOOL DISTRICT  
RESIDENTIAL SURVEY  
FINAL JANUARY 2024

Hello, I'm \_\_\_\_\_ of the Morris Leatherman Company, a national survey research firm located in Minneapolis. We are speaking with a random sample of residents about the Northfield Public Schools. Even if you do not have children currently in the Northfield Schools, the District is interested in your opinions and suggestions. I want to assure you that all individual responses will be held strictly confidential; only summaries of the entire sample will be reported.

- |   |  |
|---|--|
| 1. Are you registered to vote at this address?                          | YES.....CONTINUE<br>NO.....THANK & TERMINATE<br>UNSURE...THANK & TERMINATE |
| 2. Do you currently have school-aged children living in your household? | YES.....1<br>NO.....2<br>DON'T KNOW/REFUSED.....3                          |

**IF "YES," ASK:**

- |   |   |
|---|---|
| 3. Do any of your children attend one of the Northfield Public Schools? | YES.....1<br>NO.....2<br>DON'T KNOW/REFUSED.....3 |
|---|---|

**IF "NO," IN QUESTION #2, ASK:**

- |  |   |
|--|---|
| 4. Do you have grown children who attended a Northfield Public School at any time in the past? | YES.....1<br>NO.....2<br>DON'T KNOW/REFUSED.....3 |
|--|---|

Students are often given the grades of A, B, C, D and Fail to denote the quality of their work. Suppose the Northfield Public Schools were graded in the same way.

- |   |  |
|---|--|
| 5. What grade would you give to the public schools in the Northfield School District? | A.....1<br>B.....2<br>C.....3<br>D.....4<br>FAIL.....5<br>DON'T KNOW/REFUSED.....6 |
|---|--|

**Northfield Public Schools**  
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6. As you think about the grade you just gave, which of the following best describes the reasoning behind your decision?  
 (ROTATE AND READ LIST)

- HOW THE DISTRICT MANAGES MONEY.....1
- THE DISTRICT'S LEADERSHIP AND MANAGEMENT.....2
- STUDENT BEHAVIOR.....3
- ACADEMIC STANDARDS.....4
- QUALITY OF TEACHING AND INSTRUCTION.....5
- ELSE ( \_\_\_\_\_ ).....6
- DON'T KNOW/REFUSED.....7

The School District has been evaluating high school facility issues. The Board continues to evaluate options through public discussions and building tours. Facility improvements include accessibility, HVAC systems, and lighting. Updates to classrooms, laboratories, shops, music spaces, and upgrades to the auditorium and athletic facilities are also being evaluated. After receiving public input, the Board may ask voters to increase property taxes to provide funding to address these high school facility issues.

7. Based on what you know now, would you SUPPORT.....1  
 support or oppose a referendum                    OPPOSE.....2  
 to address these high school                    UNDECIDED (VOL.).....3  
 facility issues?                                    REFUSED.....4

I am going to read some statements about the potential high school facility projects and upgrades. For each of these statements, please tell me whether the information would make you much more likely, somewhat more likely, somewhat less likely, or much less likely to support a referendum to fund these projects. **(ROTATE LIST)**

|   | MML | SML | SLL | MLL | NOD | DKR |
|---|-----|-----|-----|-----|-----|-----|
| 8. Indoor air quality would be improved by upgrading ventilation systems.   | 1   | 2   | 3   | 4   | 5   | 6   |
| 9. Natural light would be increased in classrooms and throughout the building by installing expanded windows.                         | 1   | 2   | 3   | 4   | 5   | 6   |
| 10. Lighting fixtures would be updated to improve the classroom learning environment.   | 1   | 2   | 3   | 4   | 5   | 6   |
| 11. Accessibility at entrances and throughout the building would be improved for students, staff, and visitors with disabilities.     | 1   | 2   | 3   | 4   | 5   | 6   |
| 12. The comfort level in classrooms and throughout the building would be improved by installing upgraded temperature control systems. | 1   | 2   | 3   | 4   | 5   | 6   |

**Northfield Public Schools**  
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|  | MML | SML | SLL | MLL | NOD | DKR |
|--|-----|-----|-----|-----|-----|-----|
| 13. Additional funding would allow completion of major maintenance projects such as HVAC, roofs, and windows that are unaffordable within current maintenance budgets. | 1   | 2   | 3   | 4   | 5   | 6   |
| 14. Classrooms would be updated to provide teachers and students with modern and more flexible instructional spaces.   | 1   | 2   | 3   | 4   | 5   | 6   |
| 15. Science laboratories would be updated to provide modern and effective spaces for hands-on experiments.   | 1   | 2   | 3   | 4   | 5   | 6   |
| 16. Special education classrooms and spaces would be updated to better meet the instructional needs of students with disabilities.                                     | 1   | 2   | 3   | 4   | 5   | 6   |
| 17. Vocational classrooms and shops would be updated to provide students and staff with appropriate spaces for career exploration.                                     | 1   | 2   | 3   | 4   | 5   | 6   |
| 18. Classroom spaces would be updated to support vocational programs focused on agricultural careers.  | 1   | 2   | 3   | 4   | 5   | 6   |
| 19. Music classrooms would be updated and expanded to provide band, choir, and orchestra with additional spaces for performances and rehearsals.                       | 1   | 2   | 3   | 4   | 5   | 6   |
| 20. A new fieldhouse would be built to provide four multi-use courts for basketball, volleyball, tennis, and other indoor sports.                                      | 1   | 2   | 3   | 4   | 5   | 6   |
| 21. Expanding athletic gymnasiums and fields would allow school and youth practices to finish earlier in the evening.  | 1   | 2   | 3   | 4   | 5   | 6   |
| 22. A new fieldhouse would include a walking or jogging track and pickleball courts available for community use.   | 1   | 2   | 3   | 4   | 5   | 6   |
| 23. Safety for students, staff, and visitors would be improved through enhanced security design and improved electronic door monitoring systems.                       | 1   | 2   | 3   | 4   | 5   | 6   |
| 24. If needed improvements to the high school are further delayed, inflation will significantly increase the costs.  | 1   | 2   | 3   | 4   | 5   | 6   |
| 25. A geothermal energy system at the high school would reduce operational costs and improve environmental stewardship.  | 1   | 2   | 3   | 4   | 5   | 6   |
| 26. Increased natural light and improved air quality would positively impact student and staff mental health.  | 1   | 2   | 3   | 4   | 5   | 6   |

**Northfield Public Schools**  
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|   | MML | SML | SLL | MLL | NOD | DKR |
|---|-----|-----|-----|-----|-----|-----|
| 27. Upgraded HVAC systems, energy efficient windows, and LED lighting would reduce operational costs. | 1   | 2   | 3   | 4   | 5   | 6   |
| 28. Increasing natural light and improved air quality would positively impact academic performance.   | 1   | 2   | 3   | 4   | 5   | 6   |

Now that you have heard more information about the potential to raise property taxes to fund projects addressing facility issues at the high school...

|   |                        |
|---|------------------------|
| 29. Would you support or oppose a referendum designed to address the facility issues identified at the high school? | SUPPORT.....1          |
|   | OPPOSE.....2           |
|   | UNDECIDED (VOL.).....3 |
|   | REFUSED.....4          |

I am going to ask you some questions about the potential costs to fund facility, athletic and activity improvements and projects at the high school. Each question presents you with the annual cost for a home worth approximately \$350,000. For each one, please tell me if knowing the cost of the proposal would make you support or oppose such a referendum. **(RANDOM STARTING POINT)**

**IF RESPONSE IS "FAVOR," DO NOT ASK LOWER AMOUNTS; IF RESPONSE IS "OPPOSE," DO NOT ASK HIGHER AMOUNTS.**

|   | SUP | OPP | DKR |
|---|-----|-----|-----|
| 30. Property taxes will increase about \$20 a month or \$240 per year for a home worth approximately \$350,000. | 1   | 2   | 3   |
| 31. Property taxes will increase about \$30 a month or \$360 per year for a home worth approximately \$350,000. | 1   | 2   | 3   |
| 32. Property taxes will increase about \$40 a month or \$480 per year for a home worth approximately \$350,000. | 1   | 2   | 3   |
| 33. Property taxes will increase about \$50 a month or \$600 per year for a home worth approximately \$350,000. | 1   | 2   | 3   |

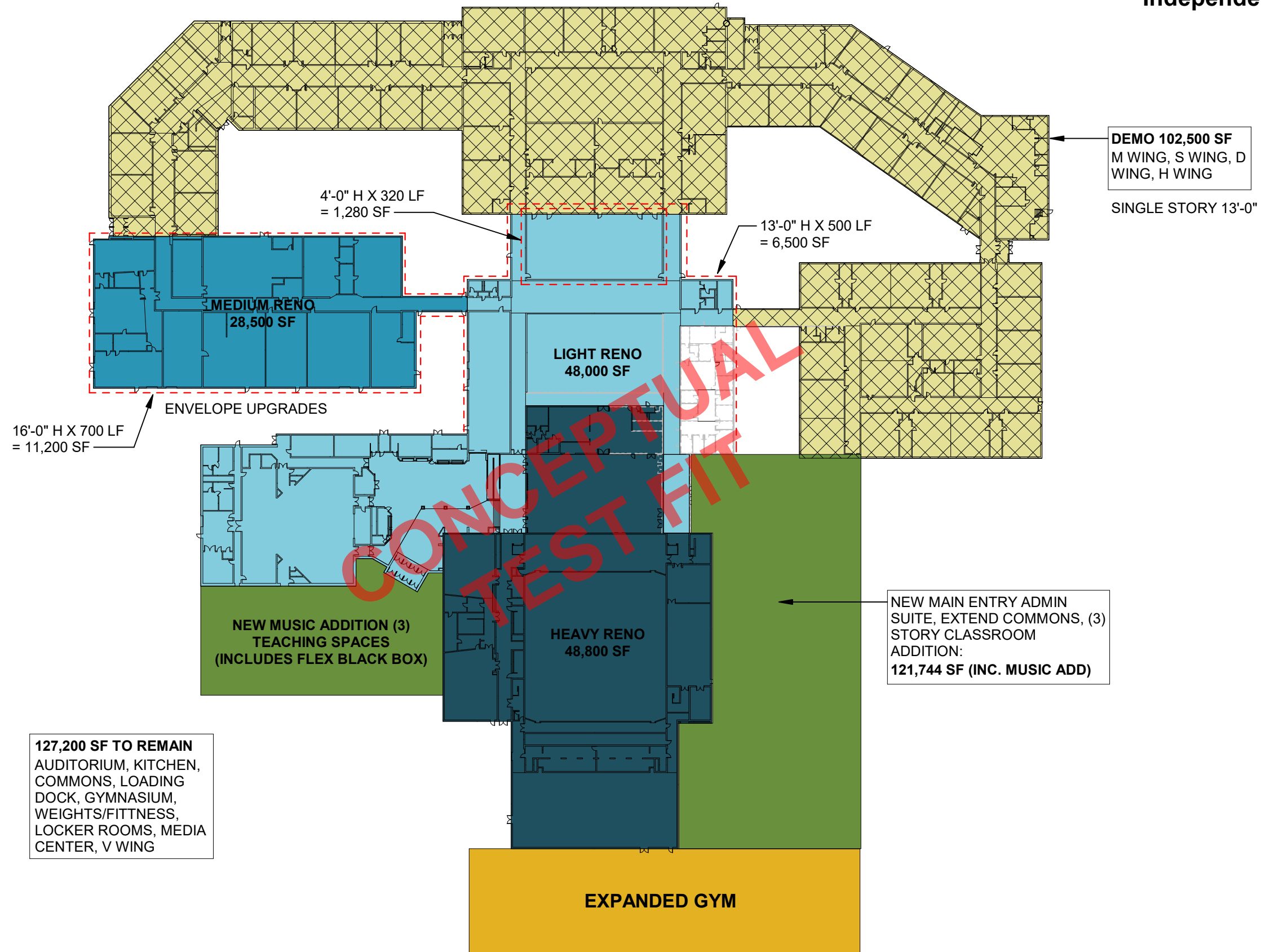
And last... please tell me whether you strongly agree, agree, disagree, or strongly disagree with the following statement.

|   |                          |
|---|--------------------------|
| 34. I would never vote for a tax increase, no matter what the amount or how the money raised would be used. | STRONGLY AGREE.....1     |
|   | AGREE.....2              |
|   | DISAGREE.....3           |
|   | STRONGLY DISAGREE.....4  |
|   | DON'T KNOW/REFUSED.....5 |

That's the end of the survey. Thank you very much for your time.

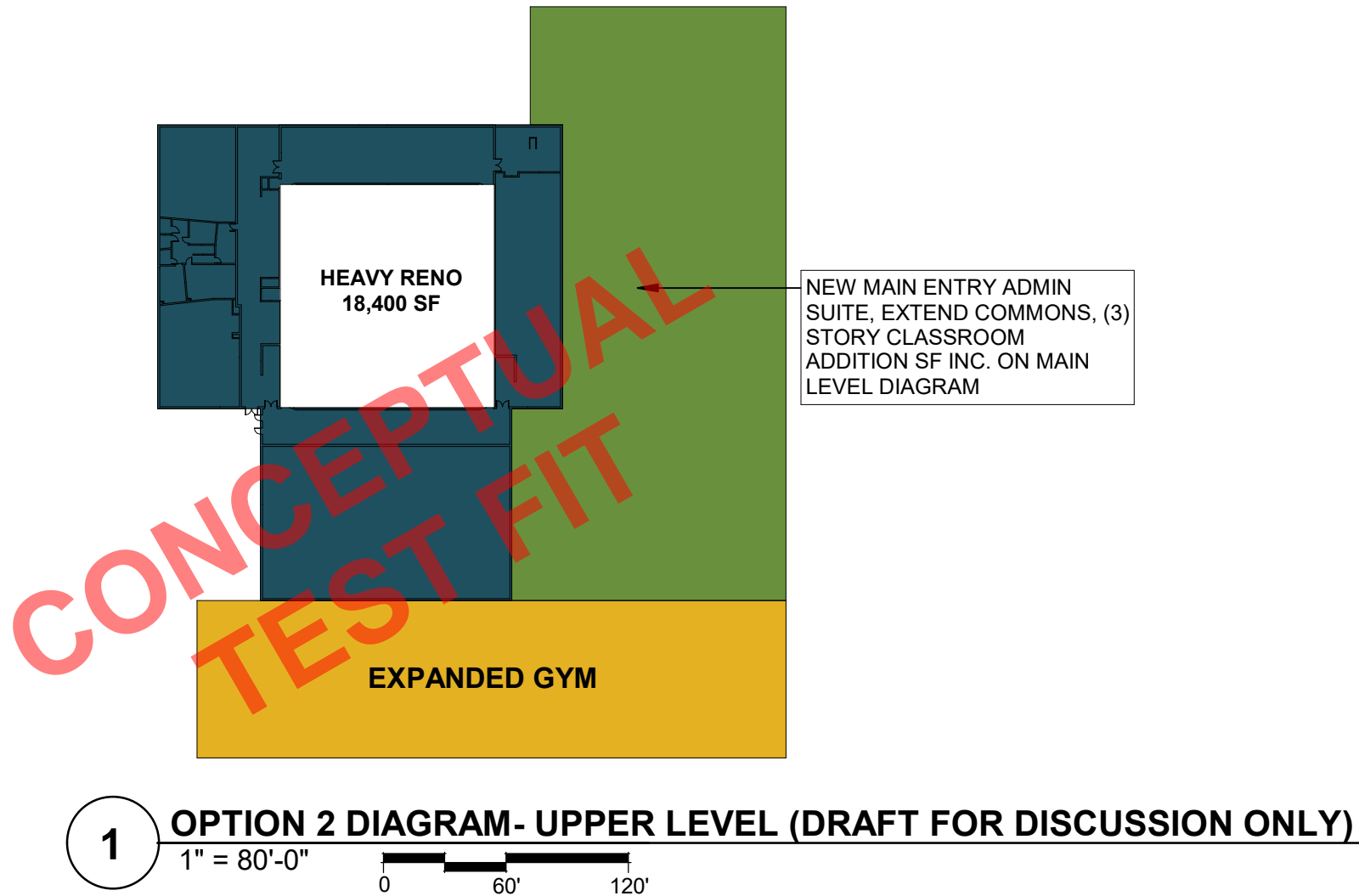


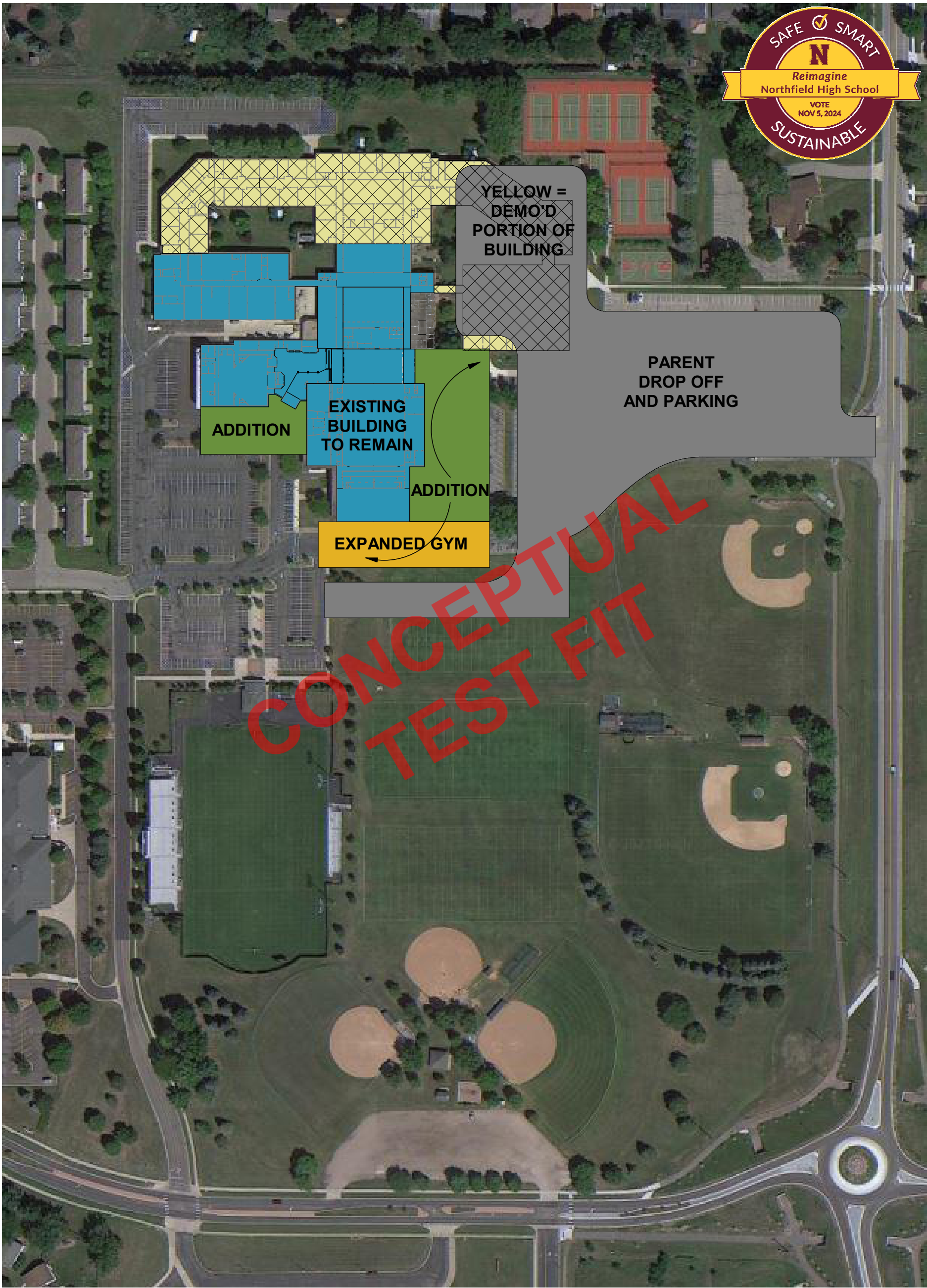
**Appendix F:**  
High School Conceptual Test Fit Diagram



CONCEPTUAL TEST FIT

**1** **OPTION 2 DIAGRAM- MAIN LEVEL (DRAFT FOR DISCUSSION ONLY)**  
1" = 80'-0"  
0 60' 120'





**1** OPTION 2 SITE (DRAFT FOR DISCUSSION ONLY)

1" = 160'-0"  
0 120' 240'

**Appendix G:**  
DRAFT High School Addition Space Summary



# Space Summary for Question 1: High School Reimagine

*Note: Does not include Expanded Gym*

## DRAFT Space Summary for Reimagine Addition Question 1

| AREA                               | Predesign |       |               |           |
|------------------------------------|-----------|-------|---------------|-----------|
| <b>GENERAL CLASSROOMS</b>          |           |       |               |           |
| Math Classrooms                    | 9         | 900   | 8,100         | SF        |
| Social Studies Classrooms          | 9         | 900   | 8,100         | SF        |
| English / Language Arts Classrooms | 9         | 900   | 8,100         | SF        |
| World Language Classrooms          | 4         | 900   | 3,600         | SF        |
| Flex Conference Rooms              | 4         | 250   | 1,000         | SF        |
| Flexible Learning Space            | 4         | 900   | 3,600         | SF        |
| <b>Teaching Stations</b>           | <b>31</b> |       | <b>32,500</b> | <b>SF</b> |
| <b>SCIENCE LAB SPACES</b>          |           |       |               |           |
| Biology                            | 2         | 1,500 | 3,000         | SF        |
| Chemistry                          | 2         | 1,500 | 3,000         | SF        |
| Physics/Multi-purpose              | 3         | 1,500 | 4,500         | SF        |
| Resource / Storage                 | 5         | 300   | 1,500         | SF        |
| <b>Teaching Stations</b>           | <b>7</b>  |       | <b>12,000</b> | <b>SF</b> |
| <b>FACS</b>                        |           |       |               |           |
| Culinary Arts                      | 1         | 1,500 | 1,500         | SF        |
| FACS Classroom                     | 1         | 900   | 900           | SF        |
| Resource/Storage/Laundry           | 1         | 400   | 400           | SF        |
| <b>Teaching Stations</b>           | <b>2</b>  |       | <b>2,800</b>  | <b>SF</b> |
| <b>BUSINESS</b>                    |           |       |               |           |
| Classroom                          | 1         | 1,200 | 1,200         | SF        |
| <b>Teaching Stations</b>           | <b>1</b>  |       | <b>1,200</b>  | <b>SF</b> |
| <b>MUSIC</b>                       |           |       |               |           |
| Band Room                          | 1         | 3,200 | 3,200         | SF        |
| Choir Room                         | 1         | 2,000 | 2,000         | SF        |
| Orchestra Room                     | 1         | 2,000 | 2,000         | SF        |
| Large Instrument Storage           | 1         | 250   | 250           | SF        |
| Instrument Storage                 | 1         | 500   | 500           | SF        |
| Uniform Storage                    | 1         | 150   | 150           | SF        |
| Offices / Storage                  | 1         | 400   | 400           | SF        |
| Ensemble                           | 2         | 400   | 800           | SF        |
| Practice                           | 3         | 60    | 180           | SF        |



## Space Summary for Question 1: High School Reimagine

*Note: Does not include Expanded Gym*

|                                    |          |       |               |           |
|------------------------------------|----------|-------|---------------|-----------|
| <b>Teaching Stations</b>           | <b>3</b> |       | <b>9,480</b>  | <b>SF</b> |
| <br><b>SPECIAL EDUCATION</b>       |          |       |               |           |
| Resource Rooms                     | 6        | 600   | 3,600         | SF        |
| ASD/EBD Classroom                  | 1        | 1,200 | 1,200         | SF        |
| DCD Classroom                      | 1        | 1,200 | 1,200         | SF        |
| Mild/Moderate Room                 | 1        | 900   | 900           | SF        |
| Work-Based Learning                | 1        | 600   | 600           | SF        |
| Life Skills Area                   | 1        | 900   | 900           | SF        |
| Sm Group/Sensory                   | 2        | 200   | 400           | SF        |
| Itinerant Staff Space              | 1        | 1,200 | 1,200         | SF        |
| Toilet/Changing                    | 2        | 80    | 160           | SF        |
| Storage                            | 1        | 250   | 250           | SF        |
|                                    |          |       | <b>10,410</b> | <b>SF</b> |
| <br><b>ADMINISTRATION</b>          |          |       |               |           |
| Main Office Reception / Attendance | 1        | 800   | 800           | SF        |
| Principal                          | 1        | 250   | 250           | SF        |
| Assistant Principals               | 3        | 150   | 450           | SF        |
| Athletic Director                  | 1        | 150   | 150           | SF        |
| AD Assistant                       | 1        | 120   | 120           | SF        |
| AD Storage                         | 1        | 150   | 150           | SF        |
| School Resource Officer            | 1        | 120   | 120           | SF        |
| Nurse/Cot Room                     | 1        | 500   | 500           | SF        |
| Large Conference Room              | 1        | 300   | 300           | SF        |
| Small Conference Room              | 1        | 150   | 150           | SF        |
| In School Suspension (ISS)         | 1        | 200   | 200           | SF        |
| Staff Toilets                      | 2        | 60    | 120           | SF        |
| Quiet Room                         | 1        | 80    | 80            | SF        |
| Records                            | 1        | 150   | 150           | SF        |
| Work Room/Mail/Storage             | 1        | 500   | 500           | SF        |
|                                    |          |       | <b>4,040</b>  | <b>SF</b> |
| <br><b>TECHNOLOGY</b>              |          |       |               |           |
| Office / Work Area                 | 1        | 800   | 800           | SF        |
| Device Work Area                   | 1        | 400   | 400           | SF        |
| Data Closets                       | 12       | 60    | 720           | SF        |
| Head End Room                      |          |       | 180           | SF        |
|                                    |          |       | <b>2,100</b>  | <b>SF</b> |



## Space Summary for Question 1: High School Reimagine

*Note: Does not include Expanded Gym*

### STUDENT COMMONS

|                            |                         |              |           |
|----------------------------|-------------------------|--------------|-----------|
| Student Dining             | 1500 students, 3 shifts | 8,570        | SF        |
| Concessions / School Store |                         | 500          | SF        |
| Table Storage              |                         | 500          | SF        |
|                            |                         | <b>9,570</b> | <b>SF</b> |

### STAFF SPACES

|               |           |              |           |
|---------------|-----------|--------------|-----------|
| Staff Lounge  |           | 1,000        | SF        |
| Staff Toilets | 6      60 | 360          | SF        |
|               |           | <b>1,360</b> | <b>SF</b> |

### TOTAL NET SQUARE FOOTAGE

**85,460 SF**

### NET TO GROSS FACTOR

**x 1.4**

(Includes mechanical, electrical, public  
toilets, circulation, and maintenance /  
janitorial spaces)

### TOTAL GROSS SQUARE FOOTAGE

**119,644 SF**



## **Appendix H:** **Detailed Budget**



## November 2024 Referendum - Reimagine NHS Budget Recommendation

| Area              | Description  | Square Feet | Cost per SF | Recommended Construction Budget | Contingency  | Soft Costs   | Recommended Project Budget | Notes  |
|-------------------|--|-------------|-------------|---------------------------------|--------------|--------------|----------------------------|--|
| D/H/S/M Wings     | Demolition of D, H, S, M wing                            | 1,691,250   | \$ 0.65     | \$ 1,099,313                    | \$ 54,966    | \$ 219,863   | \$ 1,374,141               | 102,500 square feet of demo, plus some tunnels (added 10%) |
| New Construction  | Reconstruct Classrooms, Cafeteria/Commons, Music         | 119,644     | \$ 375      | \$ 44,866,500                   | \$ 2,243,325 | \$ 8,973,300 | \$ 56,083,125              |  |
| New Construction  | Storm Shelter  | 12,000      | \$ 125      | \$ 1,500,000                    | \$ 75,000    | \$ 300,000   | \$ 1,875,000               |  |
| Renovation        | Reconstruct Remaining Uninsulated Envelope from 1964     | 17,700      | \$ 120      | \$ 2,124,000                    | \$ 106,200   | \$ 424,800   | \$ 2,655,000               |  |
| Light Renovation  | Auditorium Renovation                                    | n/a         | n/a         | \$ 3,151,956                    | \$ 157,598   | \$ 630,391   | \$ 3,939,946               |  |
| Medium Renovation | Medium Renovation of V Wing                              | 26,500      | \$ 220      | \$ 5,830,000                    | \$ 291,500   | \$ 1,166,000 | \$ 7,287,500               |  |
| Light Renovation  | Light Renovation of Media Center & other remaining space | 25,300      | \$ 125      | \$ 3,162,500                    | \$ 158,125   | \$ 632,500   | \$ 3,953,125               |  |
| Heavy Renovation  | Gymnasium Renovation                                     | 12,650      | \$ 125      | \$ 1,581,250                    | \$ 79,063    | \$ 316,250   | \$ 1,976,563               |  |
| Heavy Renovation  | Music Rooms Renovation                                   | 6,800       | \$ 220      | \$ 1,496,000                    | \$ 74,800    | \$ 299,200   | \$ 1,870,000               |  |
| Heavy Renovation  | Locker Room Renovation                                   | 9,875       | \$ 336      | \$ 3,318,000                    | \$ 165,900   | \$ 663,600   | \$ 4,147,500               |  |
| Kitchen           | Replacement Kitchen Equipment (50%)                      | 1           | \$ 700,000  | \$ 700,000                      | \$ 35,000    | \$ 140,000   | \$ 875,000                 |  |
| All               | New Flexible Furniture                                   | n/a         | n/a         | n/a                             | n/a          | n/a          | \$ 4,045,191               |  |
| Site              | Parking Lot  | n/a         | n/a         | \$ 3,118,581                    | \$ 155,929   | \$ 623,716   | \$ 3,898,227               |  |
| Site              | Reconstruct Tennis Courts                                | n/a         | n/a         | \$ 1,480,000                    | \$ 74,000    | \$ 296,000   | \$ 1,850,000               |  |
|                   |  |             |             |                                 |              |              | <b>\$ 95,830,316</b>       |  |
| <b>Question 2</b> |  |             |             |                                 |              |              |                            |  |
| New Construction  | Expanded Gym (4 station)                                 | 39,500      | \$ 380      | \$ 15,010,000                   | \$ 750,500   | \$ 3,002,000 | \$ 18,762,500              |  |
|                   |  |             |             |                                 |              |              | <b>\$ 18,762,500</b>       |  |
| <b>Question 3</b> |  |             |             |                                 |              |              |                            |  |
| New Construction  | Geothermal   |             |             | \$ 5,600,000                    | \$ 280,000   | \$ 1,120,000 | \$ 7,000,000               |  |
|                   |  |             |             |                                 |              |              | <b>\$ 121,592,816</b>      |  |

**PRELIMINARY ESTIMATES - FOR DISCUSSION ONLY**

**Northfield Public Schools - ISD #659**

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

**April 16, 2024**

|                          |                             |                             |
|--------------------------|-----------------------------|-----------------------------|
| <b>Lease Levy Amount</b> | <b>Annual<br/>\$250,000</b> | <b>Monthly<br/>\$20,833</b> |
|--------------------------|-----------------------------|-----------------------------|

| 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/<br>Industrial*   | \$100,000              | \$8  | \$1  |
|  | 250,000                | 23   | 2    |
|  | 500,000                | 50   | 4    |
|  | 750,000                | 78   | 6    |
|  | 1,000,000              | 105  | 9    |
| Agricultural Homestead<br>(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<br>(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.

**NORTHFIELD PUBLIC SCHOOLS  
RESOLUTION DISCONTINUING AND REDUCING  
EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the Board of Education of Independent School District No. 659 adopted a resolution on February 12, 2024, directing the administration to make recommendations for additions and reductions in programs and positions, and

WHEREAS, said recommendations have been received and considered by the Board of Education,

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

That the following programs and teaching positions be discontinued or reduced for the 2024-25 school year:

| <u>Program</u> | <u>Building</u> | <u>FTE</u> |
|----------------|-----------------|------------|
| Spanish        | High School     | .30        |

Dated: May 13, 2024

|                       |             |             |             |             |             | 2023/24     |             |             |             |             |             |             |             |
|-----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| School and            | September   | September   | September   | September   | October     | November    | December    | January     | February    | March       | April       | May         | End of Year |
| Grade Level           | 5th         | 8th         | 15th        | 22nd        | 2nd         | 1st         | 1st         | 2nd         | 1st         | 1st         | 2nd         | 1st         | 6/6/24      |
| <b>NCEC</b>           |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Early Childhood       | 114         | 108         | 110         | 115         | 114         | 121         | 126         | 136         | 134         | 144         | 160         | 151         |             |
| <b>Total</b>          | <b>114</b>  | <b>108</b>  | <b>110</b>  | <b>115</b>  | <b>114</b>  | <b>121</b>  | <b>126</b>  | <b>136</b>  | <b>134</b>  | <b>144</b>  | <b>160</b>  | <b>151</b>  | <b>0</b>    |
| <b>Big 9 Online</b>   |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade K-2036          | 1           | 1           | 1           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           |             |
| Grade 1-2035          | 3           | 3           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           |             |
| Grade 2-2034          | 1           | 1           | 1           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           |             |
| Grade 3-2033          | 1           | 1           | 1           | 1           | 1           | 1           | 2           | 1           | 0           | 0           | 0           | 0           |             |
| Grade 4-2032          | 3           | 3           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 2           |             |
| Grade 5-2031          | 2           | 2           | 2           | 2           | 2           | 2           | 3           | 3           | 2           | 2           | 2           | 2           |             |
| Grade 6-2030          | 1           | 1           | 1           | 1           | 2           | 1           | 2           | 2           | 2           | 3           | 2           | 2           |             |
| Grade 7-2029          | 1           | 2           | 2           | 2           | 2           | 2           | 2           | 2           | 3           | 3           | 3           | 4           |             |
| Grade 8-2028          | 6           | 4           | 4           | 4           | 2           | 3           | 2           | 2           | 3           | 3           | 2           | 3           |             |
| Grade 9-2027          | 6           | 5           | 5           | 5           | 5           | 6           | 7           | 8           | 7           | 8           | 9           | 9           |             |
| Grade 10-2026         | 7           | 7           | 7           | 6           | 5           | 6           | 8           | 8           | 12          | 14          | 18          | 18          |             |
| Grade 11-2025         | 4           | 5           | 4           | 4           | 4           | 4           | 4           | 5           | 7           | 10          | 11          | 11          |             |
| Grade 12-2024         | 4           | 5           | 5           | 7           | 5           | 5           | 6           | 6           | 8           | 9           | 11          | 13          |             |
| <b>Total</b>          | <b>40</b>   | <b>40</b>   | <b>37</b>   | <b>36</b>   | <b>32</b>   | <b>34</b>   | <b>40</b>   | <b>41</b>   | <b>48</b>   | <b>56</b>   | <b>62</b>   | <b>66</b>   | <b>0</b>    |
| <b>Greenvale Park</b> |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade K-2036          | 62          | 61          | 62          | 62          | 62          | 62          | 61          | 60          | 60          | 60          | 60          | 60          |             |
| Grade 1-2035          | 101         | 101         | 101         | 101         | 99          | 101         | 100         | 100         | 101         | 101         | 101         | 98          |             |
| Grade 2-2034          | 80          | 80          | 81          | 81          | 81          | 81          | 81          | 81          | 82          | 82          | 82          | 82          |             |
| Grade 3-2033          | 82          | 82          | 82          | 82          | 82          | 82          | 82          | 82          | 83          | 83          | 82          | 82          |             |
| Grade 4-2032          | 84          | 84          | 85          | 85          | 85          | 85          | 87          | 88          | 88          | 88          | 87          | 87          |             |
| Grade 5-2031          | 72          | 72          | 72          | 72          | 72          | 73          | 74          | 75          | 75          | 75          | 75          | 74          |             |
| <b>Total</b>          | <b>481</b>  | <b>480</b>  | <b>483</b>  | <b>483</b>  | <b>481</b>  | <b>484</b>  | <b>485</b>  | <b>486</b>  | <b>489</b>  | <b>489</b>  | <b>487</b>  | <b>483</b>  | <b>0</b>    |
| <b>Spring Creek</b>   |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade K-2036          | 61          | 62          | 62          | 63          | 63          | 65          | 66          | 66          | 67          | 67          | 68          | 68          |             |
| Grade 1-2035          | 70          | 69          | 69          | 68          | 69          | 71          | 71          | 71          | 72          | 73          | 73          | 73          |             |
| Grade 2-2034          | 74          | 74          | 74          | 73          | 73          | 73          | 73          | 73          | 72          | 73          | 73          | 72          |             |
| Grade 3-2033          | 66          | 65          | 65          | 65          | 65          | 65          | 66          | 66          | 68          | 68          | 68          | 68          |             |
| Grade 4-2032          | 90          | 90          | 91          | 91          | 91          | 91          | 90          | 91          | 91          | 91          | 89          | 89          |             |
| Grade 5-2031          | 93          | 93          | 93          | 93          | 93          | 93          | 93          | 94          | 95          | 95          | 95          | 95          |             |
| <b>Total</b>          | <b>454</b>  | <b>453</b>  | <b>454</b>  | <b>453</b>  | <b>454</b>  | <b>458</b>  | <b>459</b>  | <b>461</b>  | <b>465</b>  | <b>467</b>  | <b>466</b>  | <b>465</b>  | <b>0</b>    |
| <b>Bridgewater</b>    |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade K-2036          | 102         | 102         | 102         | 102         | 102         | 103         | 103         | 104         | 104         | 104         | 104         | 105         |             |
| Grade 1-2035          | 77          | 78          | 78          | 79          | 79          | 79          | 79          | 79          | 79          | 80          | 80          | 78          |             |
| Grade 2-2034          | 90          | 90          | 91          | 91          | 91          | 91          | 91          | 91          | 91          | 91          | 91          | 92          |             |
| Grade 3-2033          | 98          | 98          | 98          | 98          | 97          | 97          | 97          | 98          | 100         | 101         | 101         | 99          |             |
| Grade 4-2032          | 96          | 95          | 95          | 96          | 97          | 97          | 97          | 97          | 96          | 96          | 96          | 95          |             |
| Grade 5-2031          | 97          | 97          | 97          | 97          | 97          | 97          | 97          | 96          | 97          | 97          | 97          | 97          |             |
| <b>Total</b>          | <b>560</b>  | <b>560</b>  | <b>561</b>  | <b>563</b>  | <b>563</b>  | <b>564</b>  | <b>564</b>  | <b>565</b>  | <b>567</b>  | <b>569</b>  | <b>569</b>  | <b>566</b>  | <b>0</b>    |
| <b>Middle School</b>  |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade 6-2030          | 294         | 293         | 293         | 294         | 291         | 291         | 291         | 292         | 293         | 295         | 294         | 294         |             |
| Grade 7-2029          | 285         | 284         | 284         | 284         | 284         | 280         | 280         | 281         | 279         | 277         | 276         | 277         |             |
| Grade 8-2028          | 310         | 309         | 310         | 310         | 309         | 310         | 307         | 309         | 310         | 311         | 307         | 307         |             |
| <b>Total</b>          | <b>889</b>  | <b>886</b>  | <b>887</b>  | <b>888</b>  | <b>884</b>  | <b>881</b>  | <b>878</b>  | <b>882</b>  | <b>882</b>  | <b>883</b>  | <b>877</b>  | <b>878</b>  | <b>0</b>    |
| <b>High School</b>    |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade 9-2027          | 327         | 326         | 328         | 328         | 328         | 324         | 325         | 326         | 325         | 325         | 327         | 318         |             |
| Grade 10-2026         | 317         | 316         | 317         | 317         | 317         | 318         | 315         | 313         | 307         | 306         | 303         | 300         |             |
| Grade 11-2025         | 327         | 321         | 322         | 321         | 321         | 317         | 315         | 314         | 313         | 312         | 310         | 307         |             |
| Grade 12-2024         | 321         | 317         | 316         | 316         | 316         | 314         | 313         | 311         | 308         | 305         | 304         | 300         |             |
| <b>Total</b>          | <b>1292</b> | <b>1280</b> | <b>1283</b> | <b>1282</b> | <b>1282</b> | <b>1273</b> | <b>1268</b> | <b>1264</b> | <b>1253</b> | <b>1248</b> | <b>1244</b> | <b>1225</b> | <b>0</b>    |
| <b>ALC</b>            |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Grade 9-2027          | 0           | 0           | 0           | 0           | 1           | 1           | 1           | 1           | 0           | 0           | 1           | 1           |             |
| Grade 10-2026         | 4           | 4           | 15          | 48          | 48          | 55          | 54          | 57          | 58          | 58          | 63          | 64          |             |
| Grade 11-2025         | 15          | 15          | 34          | 24          | 24          | 28          | 27          | 28          | 27          | 28          | 32          | 32          |             |
| Grade 12-2024         | 32          | 32          | 89          | 90          | 89          | 86          | 86          | 88          | 81          | 88          | 88          | 90          |             |
| <b>Total</b>          | <b>51</b>   | <b>51</b>   | <b>138</b>  | <b>162</b>  | <b>162</b>  | <b>170</b>  | <b>168</b>  | <b>174</b>  | <b>166</b>  | <b>174</b>  | <b>184</b>  | <b>187</b>  | <b>0</b>    |
| <b>Grand Total</b>    | <b>3881</b> | <b>3858</b> | <b>3953</b> | <b>3982</b> | <b>3972</b> | <b>3985</b> | <b>3988</b> | <b>4009</b> | <b>4004</b> | <b>4030</b> | <b>4049</b> | <b>4021</b> | <b>0</b>    |
| (excluding EC and     | 3767        | 3750        | 3791        | 3790        | 3782        | 3790        | 3790        | 3797        | 3796        | 3808        | 3804        | 3783        |             |
| (excluding EC and     | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        | 3774        |
| [negative numbers     | -7          | -24         | 17          | 16          | 8           | 16          | 16          | 23          | 22          | 34          | 30          | 9           | -3774       |

Northfield Public Schools Enrollment Report

**Greenvale Park**

| Grade | Teacher      |            |
|-------|--------------|------------|
| K     | Flicek       | 20         |
| K     | Schroyer     | 20         |
| K     | Stowe        | 20         |
| 1     | Bongering    | 19         |
| 1     | Landry       | 18         |
| 1     | Nivala       | 18         |
| 1     | Swenson      | 17         |
| 1     | Ziemann      | 26         |
| 2     | Amundson     | 22         |
| 2     | Bulfir       | 20         |
| 2     | Ellerbusch   | 19         |
| 2     | Feldmann     | 21         |
| 3     | Dimick       | 18         |
| 3     | Johnson      | 24         |
| 3     | Peterson     | 21         |
| 3     | Timerson     | 19         |
| 4     | Garcia       | 22         |
| 4     | Hetzel       | 22         |
| 4     | McLaughlin   | 21         |
| 4     | Schroeder    | 22         |
| 5     | Cardson      | 27         |
| 5     | Sickler      | 26         |
| 5     | Tacheny      | 21         |
|       | <b>TOTAL</b> | <b>483</b> |

**Spring Creek**

| Grade | Teacher       |            |
|-------|---------------|------------|
| K     | Berkvam Peter | 22         |
| K     | Heil, G       | 22         |
| K     | Matson        | 24         |
| 1     | Born          | 24         |
| 1     | Craft         | 24         |
| 1     | Downs         | 25         |
| 2     | Russell       | 19         |
| 2     | Soderlund     | 26         |
| 2     | Spitzack      | 27         |
| 3     | Guggsberg     | 26         |
| 3     | Jandro        | 26         |
| 3     | Sasse         | 16         |
| 4     | Fox           | 23         |
| 4     | Haar          | 24         |
| 4     | Healy         | 24         |
| 4     | McManus       | 18         |
| 5     | Baragary      | 25         |
| 5     | Malecha       | 24         |
| 5     | Ostermann     | 22         |
| 5     | Stulken       | 24         |
|       | <b>TOTAL</b>  | <b>465</b> |

**Bridgewater**

| Grade | Teacher      |            |
|-------|--------------|------------|
| K     | Cade         | 19         |
| K     | Danielson    | 23         |
| K     | Haley        | 21         |
| K     | Rodgers      | 20         |
| K     | Tran         | 22         |
| 1     | Bischoff     | 20         |
| 1     | Charlton     | 19         |
| 1     | Hall         | 21         |
| 1     | Lanza        | 18         |
| 2     | LaVoy        | 23         |
| 2     | Lofquist     | 23         |
| 2     | Schwaab      | 24         |
| 2     | Swenson      | 22         |
| 3     | Larson       | 24         |
| 3     | Schuster     | 24         |
| 3     | Sickler      | 25         |
| 3     | Truman       | 26         |
| 4     | Hehr         | 27         |
| 4     | Rodriguez    | 18         |
| 4     | Rud          | 26         |
| 4     | Ryan         | 24         |
| 5     | Blatti       | 24         |
| 5     | Duchene/Kohl | 24         |
| 5     | Holden       | 26         |
| 5     | Rubin        | 23         |
|       | <b>TOTAL</b> | <b>566</b> |

**Middle School**

| Grade        | Total      |
|--------------|------------|
| Grade 6-2030 | 294        |
| Grade 7-2029 | 277        |
| Grade 8-2028 | 307        |
| <b>TOTAL</b> | <b>878</b> |

**High Sch Total**

| Grade         | Total       |
|---------------|-------------|
| Grade 9-20318 |             |
| Grade 10-300  |             |
| Grade 11-307  |             |
| Grade 12-300  |             |
| <b>TOTAL</b>  | <b>1225</b> |

**ALC**

| Grade         | F/T        | **P/T    | **I/S     |
|---------------|------------|----------|-----------|
| Grade 9-2027  | 1          | 0        | 0         |
| Grade 10-2026 | 40         | 1        | 23        |
| Grade 11-2025 | 19         | 1        | 12        |
| Grade 12-2024 | 40         | 1        | 49        |
| <b>TOTAL</b>  | <b>100</b> | <b>3</b> | <b>84</b> |

**Total**

|            |
|------------|
| 1          |
| 64         |
| 32         |
| 90         |
| <b>187</b> |

**Regular**

|                                    | Regular     | Big 9     | Total       |
|------------------------------------|-------------|-----------|-------------|
| Early Childhood**                  | 151         |           | 151         |
| Kindergarten-2036                  | 233         | 0         | 233         |
| Grade 1-2035                       | 249         | 2         | 251         |
| Grade 2-2034                       | 246         | 0         | 246         |
| Grade 3-2033                       | 249         | 0         | 249         |
| Grade 4-2032                       | 271         | 2         | 273         |
| Grade 5-2031                       | 266         | 2         | 268         |
| <b>Total K-5</b>                   | <b>1665</b> | <b>6</b>  | <b>1671</b> |
| <b>Total Middle Scho</b>           | <b>878</b>  | <b>9</b>  | <b>887</b>  |
| <b>Total High School</b>           | <b>1225</b> | <b>51</b> | <b>1276</b> |
| <b>GRAND TOTAL</b>                 | <b>3768</b> | <b>66</b> | <b>3834</b> |
| <b>ALC 9-12</b>                    | <b>187</b>  |           | <b>187</b>  |
| <b>GRAND TOTAL w/ALC and Big 9</b> |             |           | <b>4021</b> |
| <b>**Full Time only</b>            |             |           | <b>3783</b> |

**Early Childhood\*\***

|              |            |
|--------------|------------|
| Boda         | 4          |
| Dorey        | 16         |
| Gross        | 12         |
| Hubbard      | 10         |
| Kruse        | 1          |
| Ludwig       | 18         |
| McLeese      | 8          |
| O'Connor     | 11         |
| Roth         | 18         |
| Sanders      | 13         |
| Schnorr      | 17         |
| Tharp        | 7          |
| Townzen      | 12         |
| Webster      | 4          |
| <b>TOTAL</b> | <b>151</b> |

**Big 9 Online**

| Grade         | Teacher |           |
|---------------|---------|-----------|
| Grade K-2036  | Kehler  | 0         |
| Grade 1-2035  | Kehler  | 2         |
| Grade 2-2034  | Kehler  | 0         |
| Grade 3-2033  | Kehler  | 0         |
| Grade 4-2032  | Kehler  | 2         |
| Grade 5-2031  | Kehler  | 2         |
| Grade 6-2030  | Kehler  | 2         |
| Grade 7-2029  | Kehler  | 4         |
| Grade 8-2028  | Kehler  | 3         |
| Grade 9-2027  | Kehler  | 9         |
| Grade 10-2026 | Kehler  | 18        |
| Grade 11-2025 | Kehler  | 11        |
| Grade 12-2024 | Kehler  | 13        |
| <b>TOTAL</b>  |         | <b>66</b> |