

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

Monday, April 28, 2025 ~ 6:00 p.m. ~ Regular Board Meeting  
Northfield District Office Boardroom  
[Zoom Link](#)

Board Member Ben Miller will participate remotely from this location: 199 Interstate 45 South, Huntsville, TX 77340

TO: Members of the Board of Education  
FROM: Matthew Hillmann, Ed.D., Superintendent  
RE: Explanation of Agenda Items for Monday, April 28, 2025, Regular School Board Meeting

1. Call to Order
2. Agenda Approval/Table File
3. Public Comment  
Public comment for this school board meeting may be made in person at the beginning of the meeting and must comply with the district's public comment guidelines.
4. Announcements and Recognitions
5. Items for Discussion and Reports
  - a. None
6. Committee Reports
  - a. Ad Hoc Committee Report. Board members Gonzalez-George, Nelson and Quinnell will provide an update on the work completed by the ad hoc committee, who is reviewing the process used to evaluate the superintendent.
  - b. Northfield Forward Report. Board member Butler will provide an update on Northfield Forward.
7. Consent Agenda  
**Recommendation:** Motion to approve the following items listed under the Consent Agenda.
  - a. Minutes. Minutes of the regular school board meeting held on April 14, 2025.
  - b. Gift Agreements. Gift agreements to be approved are attached.
  - c. Overnight Field Trip Requests.
    - i. Northfield High School Soccer Coach Elle Kingsley requests board approval to take the NHS Girls Varsity Soccer team to the Duluth East Pre-Season Jamboree in Duluth, MN August 15-17, 2025.
    - ii. Northfield High School BPA Adviser Theresa Wilson requests board approval to take four BPA students to the National Leadership Conference and Competition in Orlando, FL May 7-11, 2025.
    - iii. NHS Teacher Sarah Swan McDonald requests board approval to take up to 30 students from the classes of 2026, 2027 and 2028 on a civil rights tour to Selma, Birmingham, and Montgomery, AL November 5-9, 2025.
  - d. Personnel Items.
    - i. Appointments
      1. Alexander Altermatt, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
      2. Richelle Audiss, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 6-\$16.84/hr
      3. Nadine Bartolo, Community School Club Leader at Bridgewater, beginning 4/14/2025-5/15/2025. \$25.53/hr.
      4. Nicholas Bornhauser, Summer Seasonal Grounds Worker for 40 hrs/week with the District, beginning 6/9/2025-8/29/2025. Step 3-\$18.75/hr.
      5. Carter Borovsky, Instructor or Swim Assistant with Community Ed Recreation, beginning 5/5/2025 - 5/31/2025. Step 1-\$14.50/hr.

6. Brandon Foster, Assistant Boys Lacrosse Coach at the High School, beginning 3/31/2025. \$1,500 stipend. Reimbursed by booster club.
  7. Estella Freeman, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
  8. Pablo Gallardo, Summer Seasonal Grounds Worker for 40 hrs/week with the District, beginning 5/5/2025-8/29/2025. Step 1-\$17.25/hr.
  9. Audrey Gilbertson, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 1-\$15.54/hr.
  10. Keaton Ginter, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 4-\$16.32/hr.
  11. Luke Guggisberg, Summer Seasonal Grounds Worker for 40 hrs/week with the District, beginning 5/5/2025-8/29/2025. Step 1-\$17.25/hr.
  12. Mark Johnson, Summer Seasonal Grounds Technician for 40 hrs/week with the District, beginning 5/1/2025-10/31/2025. Step 3-\$19.75/hr.
  13. Grace LaCanne, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 3-\$16.06/hr.
  14. Sydney Livingston, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 1-\$14.50/hr.
  15. Makena Malecha, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 3-\$16.06/hr.
  16. Peter Maus, 1.0 FTE Long Term Substitute Mathematics Teacher at the ALC, beginning approximately 10/13/2025-12/19/2025. MA, Step 10 - Subject to change upon the settlement of the 25-27 NEA Agreement.
  17. Nolan Nagy, Summer Seasonal Grounds Worker for 40 hrs/week with the District, beginning 5/5/2025-9/12/2025. Step 3-\$18.75/hr.
  18. Kellie O'Meara, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 3-\$16.06/hr.
  19. Evelyn Petersen, Summer Special Ed ESY EA for 5.50 hours/day at Greenvale Park, beginning 6/26/2025-7/18/2025. Step 1-\$18.33/hr.
  20. Joseph Sickler, Summer Seasonal Grounds Worker for 40 hrs/week with the District, beginning 5/5/2025-8/29/2025. Step 3-\$18.75/hr.
  21. Wyatt Stockdale, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
  22. Ryland Updike, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
- ii. Increase/Decrease/Change in Assignment
1. Matt Detjen, .95 Assistant Girls Swimming Coach at the High School, change to 1.0 Assistant Girls Swimming Coach at the High School, effective 8/11/2025. \$4,990 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
  2. Audrey Gilbertson, Summer Instructor Lead with Community Ed Recreation, add Summer Instructor Assistant with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 1-\$14.50/hr.
  3. Keaton Ginter, Summer Instructor Lead with Community Ed Recreation, add Private Lesson Instructor with Community Ed Recreation, effective 5/28/2025-8/31/2025. \$45/individual, \$36/Individual for a group of 5 or fewer.
  4. Natalie Jaeger, Math Teacher at the High School, change to Special Ed Teacher at the Middle School, effective 8/18/2025-6/10/2026.
  5. Jeff LaPanta, .50 Head Girls Hockey Coach and .50 Assistant Hockey Coach at the High School, change to 1.0 Head Girls Hockey Coach at the High School, effective 10/27/2025.
  6. Margarita Marcial, Custodian M-F 3-11 p.m. at the High School, change to Custodian M-F 12-8 p.m. at the High School, effective 5/19/2025.
  7. Alex McFarlane, Special Ed EA at Spring Creek, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025.
  8. Amanda Moreland, Special Ed EA at the Middle School, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025.
  9. Amanda Rezac, Special Ed EA at the High School, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025.
  10. Jessica Rushton, Special Ed EA at Spring Creek, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025.
  11. Rebekka Schrank, Special Ed Teacher at Spring Creek for 2024-2025 school year, will continue for the 2025-2026 school year, effective 8/25/2025-6/10/2026.

12. Lauren Stark, Special Ed Teacher at Bridgewater, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025. Lane/Step.
  13. Correction: Grace Swanson, Community School Site Leader at Bridgewater, change to Summer Targeted Services Site Leader for 6.50 hours/day Mon.-Thurs. at Greenvale Park/Middle School, effective 6/9/2025-8/15/2025. Rate from 6/9/2025 - 6/30/2025 Step 2-\$19.72/hr. Rate from 7/1/2025-8/15/2025 \$25.39/hr.
  14. Ryland Updike, Summer Instructor Assistant with Community Ed Recreation, add Summer Instructor Lead and Lifeguard with Community Ed Recreation, effective 5/28/2025-8/31/2025. Instructor Lead Step 2-\$15.80/hr., Lifeguard Step 2-\$14.76/hr.
  15. Lori Warner, 1.0 FTE Occupational Therapist with the District, change to .50 FTE Occupational Therapist with the District, effective 8/25/2025.
- iii. Leave of Absence
1. Ashly Blatti, Teacher at Bridgewater, Unpaid Leave of Absence for the 2025-2026 school year.
  2. Briana Bulfer, Teacher at Greenvale Park, Unpaid Leave of Absence beginning 3/31/2026 -4/6/2026.
  3. Ann Jerdee, Teacher at the Middle School, Unpaid Leave of Absence for the 2025-2026 school year.
  4. Kayla LaVoy, Teacher at Bridgewater, FMLA Leave of Absence beginning 8/25/2025-12/5/2025.
  5. Shari McCabe, Teacher at Bridgewater, .40 FTE Unpaid Leave of Absence for the 2025-2026 school year.
  6. Kim Medin, Special Ed Teacher at Bridgewater, Unpaid Leave of Absence for the 2025-2026 school year.
  7. Heather Rose, Teacher at the Middle School, Unpaid Leave of Absence for the 2025-2026 school year.
  8. Brian Stevens, Teacher at the High School, .30 FTE unpaid leave of absence for the 2025-2026 school year.
  9. Linda Temple, Teacher at Bridgewater, Unpaid Leave of Absence for the 2025-2026 school year.
  10. ReNae Trebelhorn, Teacher at the Middle School, Unpaid Leave of Absence for the 2025-2026 school year.
  11. Laura Vind, Teacher at the High School, Unpaid Leave of Absence for the 2025-2026 school year.
  12. Jiayu Yan, ABE Office Generalist at the NCEC, Unpaid Leave of Absence beginning 9/2/2025-2/4/2026.
- iv. Retirements/Resignations/Terminations
1. Bonnie Eliason, EA Supervisory at Bridgewater, resignation effective 4/25/2025.
  2. Mallory Nystuen, EA at Spring Creek, resignation effective 5/9/2025.
  3. Kylie Sieben, Assistant Girls Swim and Dive Coach at the High School, resignation effective 4/21/2025.
  4. Claire Wildwood, EA at Spring Creek, resignation effective at the end of the 2024-2025 school year.

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

8. Items for Individual Action

- a. Priority-Based Budget Reduction Recommendations. The board is requested to take action on the priority-based budget reduction recommendations. Each of the five budget packages will be separately considered. Any board member can request the removal of a budget line item from any package. Line items removed will be separately considered. See the voting procedure document included in the board packet.

**Superintendent's Recommendation:** Motion to take action on the priority-based budget reduction recommendations.

9. Items for Information

- a. Construction Update No. 9. Superintendent Hillmann will provide an update on the NHS construction project.
- b. Graduation Update. ALC graduation is scheduled at 6:00 p.m. on Friday, May 30 in the Middle School Auditorium. Northfield High School's graduation is scheduled at 2:00 p.m. on Sunday, June 1 at Memorial Field.

10. Future Meetings

- a. Monday, May 12, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. \*Tuesday, May 27, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom  
\*Note that Monday, May 26, 2025 is Memorial Day.
- c. Monday, June 9, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment



## Committee Report

*Board of Education*

**Name:** Claudia Gonzalez-George, Jenny Nelson, Jeff Quinell  
of the Superintendent Evaluation Tool

**Committee:** Ad Hoc Evaluation

**Date Submitted:** 4/21/2025 20:16:32

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The Ad Hoc committee to review the tool used to facilitate the evaluation of the superintendent has met twice. Committee members participated in an MNSBA webinar on this topic. We connected with other districts as to how they evaluate their superintendent. We compared our current tool with the suggested tools from MSBA. The committee plans to meet the rest of Spring and be ready to present the board with a new updated evaluation tool at the June meeting. We hope to implement the new tool, if approved, for Dr. Hillmann's AY 2025-2026 evaluation period. The committee plans to collaborate with Dr. Hillmann before we bring the suggested updates to the board.





## Committee Report

*Board of Education*

**Name:** Corey Butler

**Committee:** Northfield Forward

**Date Submitted:** 4/23/2025 17:00:02

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The meeting explored curriculum development and professional learning communities in Northfield schools, with presentations from Sean Dube (English/language arts) and Ray Coudret (math). They highlighted a shift from traditional approaches to more coherent, student-centered learning models, with the ELA department developing a skills-building curriculum and math department implementing collaborative problem-solving strategies.

Key discussions focused on implementing new curriculum materials, the importance of dedicated PLC time for teacher development, and cross-district collaboration. Both presenters emphasized giving teachers time to learn and implement new instructional strategies, aiming to create more engaging learning experiences and improve student outcomes through innovative approaches.

# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

April 14, 2025

District Office Board Room

1. Call to Order

School Board Chair Claudia Gonzalez-George called the regular meeting of the Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Epstein, Gonzalez-George, Miller, Nelson, and Quinnell. Absent: Butler and Goerwitz. 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 Nelson, the board approved the agenda.

3. Public Comment

There was no public comment.

4. Announcements and Recognitions

- Aki Gupta and Tristan Westergren qualified for the BPA National Leadership competition, to be held in Orlando, Florida May 7-11, 2025. Gupta placed second in fundamental accounting, and Gupta and Westergren placed third in the financial analyst team competition.
- NHS ninth graders Hazel Shueffelt and Leo Sahlin were selected for the 2025 Minnesota Band Directors Association 9-10 Honor Band. They performed with the group in Owatonna on Sunday, April 13.
- Northfield's Ben Geiger has been selected for the USA Hockey Under-17 National Team. He'll travel to Plymouth, Michigan, joining five other players from Minnesota and 23 players from across the United States, competing in United States Hockey League and international tournaments.
- The Raider Speech Team qualified two speakers for state at the Section 1AA tournament. Noa Marohl took first place in Storytelling, and Elizabeth McCormick took second place in Great Speeches. Both will compete in the state speech tournament at Shakopee High School on April 26.
- Northfield High School's two knowledge bowl teams finished in the top ten out of 48 teams at the state meet.

5. Items for Discussion and Reports

- a. Proposed 2025-2026 Debt Service Fund Budget. Director of Finance Val Mertesdorf presented the 2025-2026 Debt Service Fund Budget. The board will be asked to adopt the budget at the May 27, 2025 board meeting.
- b. Proposed 2025-2026 Internal Service Fund Budget. Director of Finance Mertesdorf presented the 2025-2026 Internal Service Fund Budget. The board will be asked to adopt the budget at the May 27, 2025 board meeting.
- c. Priority-Based Budget Reduction Recommendations Discussion. The board discussed the priority-based budget reduction recommendations. The recommendations will be an action item at the April 28 regular meeting.

6. Consent Agenda

On a motion by Miller, seconded by Epstein, the board approved the consent agenda

- a. Minutes. Minutes of the regular school board meeting held on March 10, 2025.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Overnight Field Trip Request. FFA Adviser T.J. Austin requested board approval to take three FFA students to the 2025 FFA Leadership Conference in Washington, D.C. June 24-27, 2025.
- d. Grant Application. Director of Community Education Erin Bailey requested school board approval for \$240,501 annually from the Minnesota Department of Education for a grant to support the Northfield

Community School initiative. Northfield Public Schools and Northfield Healthy Community Initiative were joint applicants for this grant. The Northfield Community School initiative will dramatically expand out-of-school-time programming. It will increase the number of Greenvale Park and middle school students and alumni who can access the free out-of-school time programming by offering after school programming four days per week, evening programming twice per week, programming during school breaks, and expanded summer programming.

e. Personnel Items.

i. Appointments

1. Nancy Bauer, 1.0 FTE Long Term Substitute Early Childhood Teacher at the NCEC, beginning on or about 5/5/2025-6/6/2025. BA+10, Step 6.
2. Abigail Borgerding, Summer Instructor Lead with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 2-\$15.80/hr.
3. Carter Borovsky, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$15.54/hr.
4. Mariana Cruz, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 2-\$14.76/hr.
5. Mark Erickson, ABE Office Generalist for up to 310 hours/year with Community Education, beginning 8/25/2025. Class II Office, step 5 - \$22.93/hr.
6. Mackenzie Glassing, Summer Plus/Blast Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/8/2025. \$40/hr.
7. Madelyn Hall, Lifeguard with Community Ed Recreation, beginning 4/1/2025-5/31/2025. Step 2-\$14.76/hr.
8. Denise Halvorson, Summer Plus/Blast Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/8/2025. \$40/hr.
9. Siegel Howard, Instructor or Swim Lead with Community Ed Recreation, beginning 4/5/2025 - 5/31/2025. Step 4-\$16.32/hr.
10. Greta Kortuem, Summer WSI Instructor with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$16.58/hr.
11. Nora Kortuem, WSI Instructor with Community Ed Recreation, beginning 4/1/2025 - 5/31/2025. Step 3-\$17.09/hr.
12. Nora Kortuem, Summer WSI Instructor with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 3-\$17.09/hr.
13. Taylor Krohn, Lifeguard with Community Ed Recreation, beginning 4/1/2025-5/31/2025. Step 1-\$14.50/hr.
14. Kasie Larsen, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$15.54/hr.
15. Michelle Martinez, Summer Plus/Blast Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/8/2025. \$40/hr.
16. Atticus Mayer, Lifeguard with Community Ed Recreation, beginning 4/1/2025-5/31/2025. Step 1-\$14.50/hr.
17. Atticus Mayer, Summer Lifeguard with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 1-\$14.50/hr.
18. Will McCreary, Boys Assistant Tennis Coach at the Middle School, beginning 04/01/2025. \$2,772 stipend.
19. Tammy McDonough, AP Proctor at the High School, beginning 4/1/2025-5/30/2025. Licensed sub rate of pay.
20. Edith McLaughlin, Instructor or Swim Lead with Community Ed Recreation, beginning 4/1/2025 - 5/31/2025. Step 2-\$15.80/hr.
21. Amy Moeller, AP Proctor at the High School, beginning 4/1/2025-5/30/2025. Licensed sub rate of pay.
22. Shelby Nelson, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 3-\$15.02/hr.
23. Kevin O'Brien, Summer Master Swim Club Coach with Community Ed Recreation, beginning 6/3/2025-8/31/2025. \$90/hr.
24. Courtney Olukiran, 1.0 FTE Special Education Resource Teacher at Spring Creek, beginning 8/25/2025. MA10, Step 10 - Subject to change upon the settlement of the 25-27 NEA Agreement.
25. Eleanor Otting, Summer WSI Instructor with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$16.58/hr.
26. Oliver Otting, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$14.50/hr.
27. Elsa Peterson, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$14.50/hr.
28. Graham Peterson, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$14.50/hr.

29. Jackson Reade, Instructor or Swim Lead with Community Ed Recreation, beginning 4/5/2025 - 5/31/2025. Step 4 -\$16.32/hr.
  30. Keegan Resendiz, Instructor or Swim Lead with Community Ed Recreation, beginning 4/5/2025 - 5/31/2025. Step 2 -\$15.80/hr.
  31. Hailey Reuvers, Summer Private Lessons Instructor with Community Ed Recreation, beginning 5/28/2025-8/31/2025. \$45/individual, \$36/person in a group of 5 or less.
  32. Andrew Richardson, Summer Plus/Blast Teacher for 6 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/16/2025-8/8/2025. \$40/hr.
  33. Mia Rocha, Early Childhood Screener for up to 40 hours/year at the NCEC, beginning 3/12/2025. \$22/hr.
  34. Allyson Rock, 1.0 FTE Special Education ASD Teacher at the High School, beginning 8/25/2025. MA, Step 7 - Subject to change upon the settlement of the 25-27 NEA Agreement.
  35. Amelia Rosenhamer, Summer Community Education Recreation Intern at the NCEC, beginning 5/19/2025-8/31/2025. Step 1-\$16.58/hr.
  36. Susanne Schroll, Community School Site Assistant for up to 12 hours/week at Bridgewater, beginning 4/2/2025-5/15/2025. Step 2-\$18.43/hr.
  37. Kasey Storandt, 1.0 FTE Speech and Language Pathologist at .80 Middle/.20 High School, beginning 8/25/2025. MA30, step 6 - Subject to change upon the settlement of the 25-27 NEA Agreement.
  38. Stephanie Trembl, 1.0 FTE Special Education Resource Teacher at Bridgewater, beginning 8/25/2025. MA, Step 10 - Subject to change upon the settlement of the 25-27 NEA Agreement.
  39. Peyton Truman, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 2-\$15.80/hr.
  40. Aidan Wallig, Instructor or Swim Lead with Community Ed Recreation, beginning 4/5/2025 - 5/31/2025. Step 1 -\$15.54/hr.
  41. Ollie Waterland, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$14.50/hr.
  42. Northfield Community Education Summer 2025 Brochure Instructors-see attached.
  43. Sherri Boese, Summer Special Ed Extended School Year EA for up to 5.5 hours/day at Greenvale Park, beginning 6/26/2025-7/18/2025. Step 4-\$23.51/hr.
  44. Maria Hegland, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 2-\$14.76/hr.
  45. Lydia Hershberger, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$15.80/hr.
  46. Hollis Holden, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025 - 8/31/2025. Step 1-\$14.50/hr.
  47. Lauren Stark, 1.0 FTE Special Ed DCD Teacher at Bridgewater, beginning 8/25/2025. BA20, Step 4 - Subject to change upon the settlement of the 25-27 NEA Agreement.
  48. Margaret Witt, 1.0 FTE Long Term Substitute EL Teacher at Greenvale Park, beginning 5/18/2025-6/6/2025. MA, Step 10
- ii. Increase/Decrease/Change in Assignment
1. Lily Becker, KidVentures Site Assistant for up to 11 hours/week at Greenvale Park, change to KidVentures Site Assistant for up to 15 hours/week at Greenvale Park/Bridgewater, and Spring Creek, effective 3/17/2025.
  2. Abigail Borgerding, Summer Instructor Lead with Community Ed Recreation, add Summer Instructor Assistant with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
  3. Mairin Born, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  4. Carter Borovsky, Summer Instructor Lead with Community Ed Recreation, add Summer Instructor Assistant with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 1-\$14.50/hr.
  5. Thomas Dickerson, Special Education Teacher at the High School, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025. Lane/Step.
  6. Lindsey Downs, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  7. Saffron Emerson, Special Education Teacher at the High School, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025. Lane/Step.
  8. Tyler Faust, Special Education Teacher at Bridgewater, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at Greenvale, effective 6/26/2025-7/18/2025. Lane/Step.
  9. Nancy Fox, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.5 hours/day as needed Mon.-Thurs. at Greenvale Park, effective 6/9/2025-8/12/2025. \$40/hr.
  10. Leah Grisim, Special Education Teacher at Spring Creek, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025. Lane/Step.

11. Madelyn Hall, Lifeguard with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 4/1/2025-5/31/2025. Step 1-\$14.50/hr.
12. Kelly Hebzynski, Teacher at the Middle School, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at the Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
13. Maria Hegland, Instructor/Swim Assistant with Community Ed Recreation, add Instructor Lead with Community Ed Recreation, effective 4/1/2025-5/31/2025. Step 2-\$15.80/hr.
14. Gretchen Heil, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
15. Mary Hotz Zenk, Teacher at the High School, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at the Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
16. Mary Hotz Zenk, Teacher at the High School, add ABE Teacher at the NCEC, effective 5/15/2025-6/26/2025. Lane/step.
17. Correction pay rate: Charlie Iyegha, Instructor Lead with Community Ed Recreation, effective 3/5/2025-5/31/2025. Step 5 \$16.58/hr.
18. Jennifer Jones, 1.0 FTE Special Education ASD Teacher at the Middle School, rehired for the 2025-2026 school year, effective 8/25/2025-6/10/2026.
19. Jennifer Jones, 1.0 FTE Special Education Teacher at the Middle School, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025. Lane/Step.
20. Meghan Karsky, Speech and Language Pathologist at the NCEC, add ESY Speech and Language Pathologist for 5.75 hours/day Mon.-Fri. District Wide, effective 6/26/2025-7/18/2025. Lane/Step.
21. Melanie Klein, Special Education Teacher at Spring Creek, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025. Lane/Step.
22. Taylor Krohn, Lifeguard with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 4/1/2025-5/31/2025. Step 1-\$14.50/hr.
23. Shelly Kruger, Education Assistant at the High School, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
24. Angela Kruse, .80 FTE Speech Language Pathologist for the 24-25 school year only, at Bridgewater, change to .80 FTE Speech Language Pathologist ongoing, at Bridgewater, effective 8/25/2025.
25. Greta Kunze, Teacher at the NCEC, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
26. Kasie Larsen, Summer Instructor/Swim Lead and Lifeguard with Community Ed Recreation, add Summer Instructor Assistant, and Summer Lifeguard with Community Ed Recreation, effective 5/28/2025-8/31/2025. Instructor Asst Step 1-\$14.50/hr., Summer Lifeguard Step 1-\$14.50/hr.
27. Correction pay rate: Jackson LeBlanc, Instructor Lead with Community Ed Recreation, effective 3/5/2025-5/31/2025. Step 5-\$16.58/hr.
28. Darren Lofquist, Teacher at Bridgewater, add Summer Targeted Services Teacher for 6 hours/day as needed Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
29. Katie Lovrien, Teacher at the Middle School, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at Greenvale Park/Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
30. Angela Lynch, Special Education Teacher at the ALC/DW, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025. Lane/Step.
31. Edith McLaughlin, Instructor Lead with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 4/1/2025-5/31/2025. Step 2-\$14.76/hr.
32. Lori Mullen, CNA III at Bridgewater, add Summer CNA for up to 5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/23/2025-8/7/2025. Pay Rate through 6/30/25 - \$21.92/hr. Starting 7/1/2025 - \$23.06/hr.
33. Diane Nagy, Teacher at Bridgewater, add Summer Targeted Services Teacher for 6 hours/day as needed Mon.-Thurs. at Greenvale Park/Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
34. Shelby Nelson, Summer Instructor Assistant with Community Ed Recreation, add Summer Instructor Lead, effective 5/28/2025-8/31/2025. Step 2-\$15.80/hr.
35. Gabriela Nieves, Early Childhood Outreach Specialist at the NCEC, add Extended Day for up to 2 hours/week at the NCEC, effective 3/1/2025.
36. Jacob Odell, Special Education Teacher at the High School, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025. Lane/Step.
37. Samantha Olson, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
38. Chris O'Neill, Teacher at the Middle School, add MSYC Teacher for up to 8 hours/week Mon.-Thurs. at the Middle School, effective 4/3/2025-5/15/2025. \$40/hr.
39. Eleanor Otting, Summer WSI Instructor with Community Ed Recreation, add Summer Lifeguard with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 1-\$14.50/hr.

40. Correction pay rate: Trey Peterson, Instructor Lead with Community Ed Recreation, effective 2/15/2025-5/31/2025. Step 5-\$16.58/hr.
  41. Brian Porter, Assistant Girls Swim and Dive Coach at the High School, change to Head Girls Swim and Dive Coach at the High School, effective 8/11/2025. \$7,207 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
  42. Brent Rauk, Teacher at the Middle School, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at the Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
  43. Hailey Reuvers, Private Lessons Coach with Community Ed Recreation, add Summer Instructor Assistant and Summer Instructor Lead with Community Ed Recreation, effective 5/28/2025-8/31/2025. Assistant step 4-\$15.28/hr., Lead step 4-\$16.32/hr.
  44. Deborah Russell, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  45. Rebekka Schrank, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  46. Deb Seitz, Special Education Teacher at the Middle School, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025. Lane/Step.
  47. Melissa Spitzack, Teacher at Spring Creek, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  48. Scott Stanina, Teacher at the High School, add ALC Summer School Teacher up to 5 hours/day at the ALC, effective 6/9/2025-7/24/2025. Lane/Step.
  49. Rebecca Stoufis, Special Education Teacher at the High School, add ESY Special Education Teacher for 5.75 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025. Lane/Step.
  50. Grace Swanson, Community School Site Leader at Bridgewater, change to Summer Targeted Services Site Leader for 6.50 hours/day Mon.-Thurs. at Greenvale Park/Middle School, effective 6/9/2025-8/15/2025. Step 2-\$19.72/hr.
  51. Erik Swenson, Teacher at Bridgewater, add Summer Targeted Services Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  52. Gina Swenson, Teacher at Greenvale Park, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. \$40/hr.
  53. Correction: Laura Talbot Peterson, Teacher at the High School, add ALC Summer School Teacher for up to 5 hours/day at the ALC, effective 6/9/2025-7/24/2025. Lane/step.
  54. Ellen Trotman, Teacher at the Middle School, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at Greenvale Park/Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
  55. Peyton Truman, Summer Instructor Lead with Community Ed Recreation, add Summer Instructor Assistant, and Summer Lifeguard with Community Ed Recreation, effective 5/28/2025-8/31/2025. Assistant Step 2-\$14.76/hr. And Lifeguard Step 2-\$14.76/hr.
  56. Lisa Weis, Teacher at the Middle School, add Summer Targeted Services Teacher for 6 hours/day Mon.-Thurs. at the Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
  57. Tania Will, Interim Principal at Spring Creek, change to Principal at Spring Creek, effective 7/1/2025.
  58. Sarah Wolfe, ECFE EA/Sib Care for 11 hours/week at the NCEC, add ECFE EA/Sib Care for 1.75 hours/week for a total of 12.75 hours/week at the NCEC, effective 4/7/2025-5/16/2025.
  59. Tamara Wunderlich, Custodian at NCEC, change to Custodian at Greenvale Park, effective 4/1/2025.
  60. Lily Becker, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park/Bridgewater/Spring Creek, change to KidVentures Site Assistant for up to 25 hours/week at Greenvale Park/Bridgewater, and Spring Creek, effective 4/14/2025.
  61. Kelle Edwards, Special Ed EA at the High School, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025.
  62. Kay Goodrich, Special Ed EA at the High School, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025.
  63. Lydia Hersberger, Summer Instructor Lead with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
  64. Meghan Kuechenmeister, Special Ed EA at the High School, add ESY Special Education EA for 5.50 hours/day Mon.-Fri. at the Middle School, effective 6/26/2025-7/18/2025.
- iii. Leave of Absence
1. Michelle Bauer, Instructional Coach for the District, FMLA leave beginning 4/2/2025-approximately 4/17/2025.
  2. Teresa Findlay, Educational Assistant at the Middle School, Leave of Absence beginning 1/2/2025 and continuing through the end 2024-2025 school year.
  3. Rachel Kettwick, Teacher at the ALC, FMLA Leave of Absence beginning on or about 10/13/2025-12/19/2025.

4. Brenda Lau Toilolo, Child Nutrition Associate at the High School, Unpaid Leave of Absence beginning 5/21/2025-5/27/2025.
5. Jennifer Lompart, Teacher at the High School, FMLA Leave of Absence beginning 4/2/2025 and continue on an intermittent basis for up to 60 work days.
6. Jenelle Mullin, Child Nutrition Associate III at the High School, FMLA Leave of Absence beginning 3/11/2025 and continuing on an intermittent basis for up to 60 work days.
7. Shari McCabe, .60 FTE Teacher at Bridgewater, Leave of Absence beginning 8/25/2025-10/10/2025.
- iv. Retirements/Resignations/Terminations
  1. Kari Adelmann, EA at Bridgewater, resignation effective 4/1/2025.
  2. Nahal AfsharJavan, Band Teacher at the High School, resignation effective at the end of the 2024-2025 school year.
  3. Nieves Bakic, EA at the Middle School, retirement effective at the end of the 2024-2025 school year.
  4. Jasmine Bos, EA at Bridgewater, resignation effective 6/6/2025.
  5. Rose Brison, Child Nutrition Associate at the High School, retirement effective at the end of the 2024-2025 school year.
  6. Rikki Drewitz, MSYC Site Lead with Targeted Services, resignation effective 3/19/2025.
  7. Marilyn Frey, EA at the High School, retirement effective at the end of the 2024-2025 school year.
  8. Jasmin Koteck, Head Dance Team Coach at the High School, resignation effective 4/4/2025.
  9. Annie Kruse, Early Childhood Special Education Coordinator with Student Services, resignation effective 6/30/2025. Annie will continue in the District as a teacher.
  10. Nora Lehmkuhl, Volleyball Coach at the High School, resignation effective 3/14/2025.
  11. Joyce Lindstrom, Teacher at Greenvale Park, retirement effective at the end of the 2024-2025 school year.
  12. Beth McClune, EA at the Middle School, retirement effective at the end of the 2024-2025 school year.
  13. Libby Potter, Administrative Support Assistant Class IV at Bridgewater, resignation effective 6/30/2025.
  14. Dan Roschen, Head Custodian at the Middle School, retirement effective 5/5/2025.
  15. Samantha Samuel, Custodian at the High School, resignation effective 3/25/2025.
  16. Holly Schoenbauer, AP Proctor at the High School, declined position effective 3/18/2025.
  17. Tammy Schwagerl, EA at the High School, retirement effective 6/6/2025.
  18. Brooklyn Sexton, Assistant Dance Team Coach at the High School, resignation effective 3/11/2025.
  19. Babette Vigasaa, Custodian at the High School, retirement effective 5/19/2025.
  20. Karrie Vogel, EA at Spring Creek, resignation effective 4/16/2025. Will continue as a substitute.
  21. Nicole Dahlman, EA at the NCEC, termination effective 4/14/2025.

7. Items for Individual Action

- a. Policy Committee Recommendations. On a motion by Quinnell, seconded by Miller, the board approved the policy committee's recommended changes to policies 411, 412, 415, 417, 423, and 903.

8. Items for Information

- a. Construction Update No. 8. Superintendent Hillmann provided an update on the NHS construction project.
- b. Enrollment Report. Superintendent Hillmann reviewed the April 2025 enrollment report.
- c. Board Work Session. The board has a work session scheduled for Tuesday, April 22, 2025 starting at 5:00 p.m. in the district office boardroom.

9. Future Meetings

- a. Tuesday, April 22, 2025, 5:00 p.m., Board Work Session, Northfield DO Boardroom
  - b. Monday, April 28, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
  - c. Monday, May 12, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
  - d. \*Tuesday, May 27, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- \*Note that Monday, May 26, 2025 is Memorial Day.

10. Adjournment

On a motion by Quinnell, seconded by Nelson, the board 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?
4/10/2025	\$10,000.00	Northfield Booster Club	Boys / Girls Batting Cage Project
4/10/2025	\$10,400.00	Northfield Girls Softball	Boys / Girls Batting Cage Project
4/3/2025	\$322.50	Dawn's Corner Bar LLC	Adult Softball League
4/9/2025	\$322.50	Welch Plumbing, Inc.	Adult Softball League
4/10/2025	\$645.00	VFW	Adult Softball League
4/11/2025	\$1,675.17	NFAB	Mr. Freier/Band/Bus Fees (\$908.32); Ms. Olivier/Orchestra/Bus Fees (\$470.38); Ms. Bendett/Choir & Class items (\$296.47).
4/11/2025	\$595.00	New Look Builders, LLC	Adult Softball League - Co-Rec
4/11/2025	\$645.00	Probuilt Construction LLC	Adult Softball League
4/9/2025	\$645.00	Keith Pumper Plumbing & Heating Inc.	Adult Softball League
4/15/2025	\$500.00	Waterford Warriors	Classroom Amplification System Greenvale Park Elementary School
4/15/2025	\$3,000.00 and Cupcakes for the DO Staff	Rodgers Family Foundation	David Rodgers Memorial Scholarship
4/15/2025	\$6.00	Tim Schlatter	Bridgewater 1st Grade MN Zoo Field Trip 05/20/25 Additional Donation
4/15/2025	\$6.00	Heidi Thorpe	Bridgewater 1st Grade MN Zoo Field Trip 05/20/25 Additional Donation
4/15/2025	\$3.00	Amanda Kolling	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/15/2025	\$3.00	Mikayla Laudenschlager	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/15/2025	\$3.00	Tricia Johnson	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/15/2025	\$50.00	Alison Flannery	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
4/16/2025	\$6.00	Lauren Sanders	Bridgewater 1st Grade MN Zoo Field Trip 05/20/25 Additional Donation
4/16/2025	\$6.00	Lyndsi Ringel	Bridgewater 1st Grade MN Zoo Field Trip 05/20/25 Additional Donation
4/16/2025	\$3.00	Gianna Duran	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/16/2025	\$3.00	Molly Ericksen	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/17/2025	\$18.00	Krissa Anderson	Bridgewater 1st Grade MN Zoo Field Trip 05/20/25 Additional Donation
4/17/2025	\$3.00	Caitlin Jensen	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/17/2025	\$5.00	Anne Waterland	SC 2nd Grade Rice County Riverside Rendezvous and River Bend Nature Center Field Trips Additional Donation
4/18/2025	\$6.00	Susana Arenas	Bridgewater 1st Grade MN Zoo Field Trip 05/20/25 Additional Donation
4/18/2025	\$2.00	Michael Lee	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/18/2025	\$2.00	Karen Vazquez Miranda	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/18/2025	\$2.00	Kaycee Welch	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/18/2025	\$2.00	Laura Hartpence	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/18/2025	\$3.00	Susan Arenas	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/18/2025	\$5.00	Eden Kaiser	SC 2nd Grade Rice County Riverside Rendezvous and River Bend Nature Center Field Trips Additional Donation
4/14/2025	\$500.00	Minnesota Millwork & Fixtures	BPA/DECA sponsorship
4/19/2025	\$2.00	Sarah Wolfe	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/19/2025	\$15.00	Stephanie Fisher	NMS Grade 6 Field Trip to the Minnesota History Center 05/16/25 (Team 1) Scholarship Donation
4/19/2025	\$5.00	Locke Perkins	SC 2nd Grade Rice County Riverside Rendezvous and River Bend Nature Center Field Trips Additional Donation
4/20/2025	\$2.00	Chris Amert	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/20/2025	\$2.00	Siri Swedeen-Halvorson	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/20/2025	\$3.00	Ann Dunlap	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/21/2025	\$2.00	Sharonne Bermudez	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/21/2025	\$2.00	Lori Klein	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/21/2025	\$2.00	Megan Culhane	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/21/2025	\$2.00	Tessa Kiesow	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/21/2025	\$2.00	Julian Oja	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/21/2025	\$3.00	Nicole Johnson	BW 5th Grade Riverside Education Days Field Trip Scholarship Donation
4/21/2025	\$15.00	Catherine Engle	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
4/21/2025	\$50.00	Amanda Eastvold	NMS 8th Grade Fun Fest Donations 2025 Donation Amount

Date of the bequest, donation, or gift:	Amount:	Who the bequest, donation, or gift is from:	What is the bequest, donation, or gift for?
4/21/2025	\$25.00	Sarah Middleton	SC 2nd Grade Rice County Riverside Rendezvous and River Bend Nature Center Field Trips Additional Donation
4/9/2025	\$500.00	Northfield Booster Club	Bass Fishing
4/22/2025	\$2.00	Krissa Anderson	Bridgewater Kdg Field Trip to the Children's Museum 05/12/25 Donation
4/22/2025	\$6,600.00	Northfield Insurance Agency	NHS Activities Advertising Sponsor: Memorial Field Sign
4/22/2025	\$200.00	Schieck Orthodontics	Cinco De Mayo Donation
4/22/2025	\$3,300.00	Comprehensive Wealth Solutions	NHS Activities Advertising Sponsor: Varsity Softball Field Sign



Northfield Public Schools  
Northfield, MN

### EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone):

Theresa Wilson  
612-865-4902

School and Program: Northfield High School - BPA (Business Professionals of America)

Date of Requested Trip: 5/7 - 5/11

1. What group is taking this trip?

BPA

2. Estimated # of Students: 4 # Adult Supervisors: 1

3. Destination: Orlando, Florida - Omni Championship Gate Hotel & Convention Center

4. Date/Time of Departure: 5/7 6:00 am

5. Date/Time of Return: 5/11 9:30 am

6. State purpose and/or educational value of trip (attach information to form if needed).

Attend the National Leadership Conference & Competition

7. Name the manner of travel and the carrier.

Air travel - Delta Airlines  
Shuttle Service - Shuttle Finder

8. State housing arrangements (must include name, address and phone number of hotel).

Omni Championship Gate Hotel  
1500 Masters Blvd  
Championship Gate, FL 33896

9. List of coach, parent or guardian contact info. (Attach)

Theresa Wilson, Teacher  
612.865.4902

10. List participants (reminder to have participants complete parent/guardian permission form if applicable). (Attach)

Aki Gupta (12) Makon Malecha (12)  
Tristan Westergren (12) Olivia Voigt (12)

11. Indicate who will be in charge of supervising the trip (roles and responsibilities).

Theresa Wilson - Supervisor & chaperone

12. State the safety precautions and procedures for emergencies while on the trip.

Shared cell numbers among myself & students

Shared cell numbers with parents. Rules for not leaving hotel grounds. I will travel with students to convention center at all times.

11. Give budget costs, how the trip will be funded and estimated cost per student.

Trip funded with fundraiser dollars and student.

Approximate cost per student \$1500.00

12. List any proposed precautions, special needs, special concerns, student concerns, - if applicable. none.

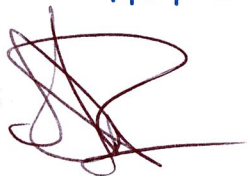
\*\*\*\*\*  
Signature of Staff Member Responsible:

Theresa Wilson

Date field trip request was submitted to Principal:

4/3/25

Principal/Administrator Signature and Date:



4/14/25

Approved: 

Not Approved:

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

Approved: \_\_\_\_\_

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

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

Approved: \_\_\_\_\_

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



*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 15- Sunday Aug 17

1. What group is taking this trip? NHS Girls soccer team (Varsity)

2. Estimated # of Students: 20                      # Adult Supervisors: 5

3. Destination: Duluth, MN

4. Date/Time of Departure: Friday Aug 15 at 7am

5. Date/Time of Return: Sunday Aug 17 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 8/16. This is a series of scrimmages designed to prepare us for the upcoming season. We will be holding a training session on 8/15 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), Dawn Schmidt (chaperone), Emma Wilhelm(chaperone), Naomi Ziegler (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 4:1 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: 4/10/25

Principal/Administrator Signature and Date:

gmael 4/11/25

Approved:  Not Approved:

\*\*\*\*\*

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

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

\*\*\*\*\*

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

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



Northfield Public Schools  
Northfield, MN

## EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Sarah Swan McDonald  
607-301-9052

School and Program:

NHS Civil Rights Tour

Date of Requested Trip:

Nov 5-9, 2025

1. What group is taking this trip?

Open to class of 26, 27, 28

2. Estimated # of Students:

# Adult Supervisors:

3. Destination:

Capped at 30 total, minimum 2 supervisors

4. Date/Time of Departure:

Selma, Birmingham, Montgomery, AL

5. Date/Time of Return:

6. State purpose and/or educational value of trip (attach information to form if needed).

See attached document for details.

7. Name the manner of travel and the carrier.

8. State housing arrangements (must include name, address and phone number of hotel).

-finalized once the group  
size is finalized

9. List of coach, parent or guardian contact info.(Attach)

(mid June is the  
goal).

10. List participants (reminder to have participants complete parent/guardian permission form if applicable). (Attach)

*\* coming by mid June + updated  
up until departure 11/25*

11. Indicate who will be in charge of supervising the trip (roles and responsibilities).

*Sarah plus at least one more adult  
to be determined once students start signing up.  
I will update*

12. State the safety precautions and procedures for emergencies while on the trip.

*We will be in an airport, on a coach bus and  
with various local experts in metropolitan areas  
with easy access to modern medicine*

11. Give budget costs, how the trip will be funded and estimated cost per student.

*see attached pages*

12. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.

\*\*\*\*\*

Signature of Staff Member Responsible: *Sarah Swan McDonald*

Date field trip request was submitted to Principal: *4/21/25*

Principal/Administrator Signature and Date:

*[Signature]* *4/22/25*

Approved:

Not Approved:

\*\*\*\*\*

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

Approved: \_\_\_\_\_

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

\*\*\*\*\*

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

Approved: \_\_\_\_\_

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



**Civil Rights Trip November 5-9, 2025**  
**Montgomery, Birmingham & Selma, Alabama**

**Goal:**

Students of NHS will have a first hand experience into the history of US Civil Rights history from early slavery through the modern Civil Rights movement. This will include visits to historic sites, monuments and museums, along with hearing firsthand accounts from the community. The goal of the experience is to develop a more informed understanding of Civil Rights in the United States, as well as to have an opportunity to be immersed in states and cultures different from the Northfield community. A hope is students will have a richer understanding of who we are as a country.

**Who:**

Any NHS student grades 10-12 at the time of the trip (class of '26, '27, '28) is welcome. The group will be capped at 30 with at least two chaperones. Participants need to be aware that the daily schedule is quite full and includes a lot of walking with emotional and challenging experiences from our history. This trip will also include a lot of amazing food and cultural opportunities. An important mindset is to be open to a variety of experiences and adventures.

**When:**

Evening departure on Wednesday, November 5; Return evening of Sunday, November 9th, 2025. (The plan as of this printing is to fly to Birmingham with potentially 2 nights in Birmingham and 2 nights in Montgomery, AL)

**Potential Visits and Tours Include:**

National Memorial for Peace and Justice in Montgomery, AL  
Civil Rights Memorial Center, Montgomery, AL  
Journey on the Alabama River to our Newest Legacy Site , Montgomery, AL  
Rosa Parks Museum – US Civil Rights Trail, Montgomery, AL  
Selma and Edmund Pettus Bridge, Voting Rights Museum, Selma, AL  
Explore Tuskegee's Civil Rights History, Tuskegee, AL  
16th St Baptist Church in Birmingham, AL  
Birmingham Civil Rights Institute, Birmingham, AL  
Kelly Ingram Park (U.S. National Park Service) Birmingham, AL

**Additional notes about schedule:**

Each day will involve opportunities for students to reflect informally upon the events of the day whether independently or as a group. Other opportunities including art, music and food options will be available throughout the limited down time.

**Cost\*:**

The trip cost is an estimated, and estimated high at \$1,750/ person at the time of this printing. Expenses covered by this trip cost include:

- transportation (airfare and charter bussing in AL)
- hotel stay for four nights (four person occupancy)
- entry fees to museums
- stipends for speakers and tour guides
- 7 meals (4 breakfasts, 3 dinners)

Meals at the airport at MSP and Birmingham as well as lunch will be an added expense for the participant. A non-refundable deposit of \$500 and signed permission form will reserve your spot *in the order submitted*. There is a cap of 30 participants, including at least 2 chaperones. A scholarship fund is being created in order to help students who have financial need (please see special application). Payments and permission form for the trip will be entered through Pay RevTrak.... \_\_\_\_

### **General Itinerary:**

*Descriptions shown of major site visits come from the web sites of each site.*

Group participants must provide their own transportation to and from the MSP airport.  
*A charter bus will meet the group at the Birmingham airport and be with us for the entirety of our time in Birmingham, Memphis, Selma and back to the Birmingham airport at the end of our stay.*

#### **Wed, November 5:** Minneapolis to Birmingham to Montgomery

Mid-evening: fly from MSP into Birmingham International Airport. Charter bus takes the group from the airport to Montgomery, AL, a 90 minute drive.

Hotel.... Drury Inn (address: \_\_\_\_ ) for Wednesday and Thursday nights

#### **Thursday, November 6:** Montgomery

Breakfast at hotel

National Museum for Peace and Justice

*On a hilltop overlooking Montgomery is the nation's first comprehensive memorial dedicated to the legacy of Black Americans who were enslaved, terrorized by lynching, humiliated by racial segregation and presumed guilty and dangerous. All three stops today are a part of the Equal Justice Initiative (EJI).*

Lunch Buffet at Pannie-George's Kitchen in the museum

River Boat Launch Experience

*Take a 15-minute boat ride on the Alabama River to Freedom Monument Sculpture Park.*

Freedom Monument Sculpture Park

*This 17-acre site is along the river where tens of thousands of enslaved people were trafficked, breathtaking art and original artifacts invite an immersive, interactive journey and provide a unique view into the lives of enslaved people.*

Civil Rights Memorial Center (CMRC) *The CMRC and the Memorial are located just around the corner from the historic church where MLK Jr. served as pastor during the Montgomery Bus Boycott and the Alabama Capitol Steps.*

Dinner at Martha's Place

#### **Friday, November 7:** Montgomery, Selma

Breakfast at hotel

Rosa Parks Museum

*The Museum, located at the site of Parks' famous arrest, is centered on Parks' story and its place in the Civil Rights Movement and features a restored bus and other artifacts.*

Drive to Selma, AL (50 miles/ one hour drive)

Lunch at Lannie's BBQ

Footprints to Freedom Tour / National Voting Rights Museum

*The National Voting Rights Museum is the only such institute of its kind in the world. Photography and video exhibits, documents, personal notes and artifacts from the struggle are warehoused in its archives. The Footprints to Freedom Tour is a guided tour to the historic Brown Chapel, A.M.E. church and a walk across the historic Edmund Pettus Bridge.*

Drive to Birmingham (one hour, forty minute drive)

Check into hotel name of hotel, (address )in Birmingham for Friday and Saturday night

### **Saturday, November 8: Birmingham**

Breakfast at hotel

16<sup>th</sup> Street Baptist Church Tour

*In 1963, the church was the target of the racially motivated bombing that killed four young girls in the midst of the Civil Rights Movement.*

Walk to Kelly Ingram Park (across the street)/4<sup>th</sup> Street Businesses

*The Park contains emotionally powerful sculptures depicting the civil rights struggle in Birmingham and served as an assembly spot for activities of the Southern Christian Leadership Conference and other groups in the movement.*

Lunch on own (Options: Zoe's Kitchen, Urban Cookhouse, Ga Briella's Restaurant)

Meet at Historic 4<sup>th</sup> Avenue Shirts for Ice Cream

Birmingham Civil Rights Institute Tour

*The institute's mission is to enlighten each generation about civil and human rights by exploring our common past and working together in the present to build the future.*

Dinner

### **Sunday, November 9**

Breakfast at hotel

Check out of hotel

Birmingham wrap up possible stop at A.G. Gaston Motel - Birmingham Civil Rights District

As well as the Birmingham Civil Rights National Monument.

Bus / shuttle to airport

Fly out Blrmingham-MSP, evening arrival



**\*Cost information and notes from Sarah Swan McDonald:**

I have decided to plan the trip myself with the input and support of three people: travel agent/ former teacher, a private high school teacher in the cities who leads groups on similar Civil Rights tours and a tour guide/ former teacher in Birmingham, AL. Planning this myself allows us to design a trip that fits our needs in the best ways possible and reduces costs to the minimum. There are great benefits in having flexibility, independence and the entire focus to be on our Northfield students alone. The trade off for this decision is the *unknown final cost*. The greatest determinant in cost is the final group size and number of chaperones needed for the trip. I believe the current price estimate is set at the highest possible price point. Anything less than this cost will first and foremost be communicated to the group (for instance, if the 30 group maximum is met early in planning we may be able to pay for more meals and possibly offer a lower price).

Details and breakdown of current cost estimates include:

- Flight MSP-Birmingham \$500/ person
- Bussing during our stay within and between Birmingham, Montgomery and Selma \$750/person
- Hotel (room capacity of 4, including breakfast) \$200/person
- 3 dinners at historically and/ or culturally significant locations \$90/person
- Entries into various museums \$30/person
- Stipend for guest presenters and tour guides \$30/person
- Chaperone costs divided up \$150/person

Total using estimates based on a group of 20: \$1750

\*Individual travel insurance is encouraged, but not required.

**Payment schedule:**

\$500 deposit (non refundable)

\$500 due July 1

\$500 due September 1

\$250 due October 1

To: School Board Members and Northfield School District Stakeholders  
 From: Dr. Matt Hillmann, Superintendent and Val Mertesdorf, Director of Finance  
 Subject: Priority-Based Budget Reduction Recommendations  
 Date: March 5, 2025 | Updated April 23, 2025

At the January 27 board meeting, Director of Finance Val Mertesdorf presented the annual financial forecast. The recommendation is to identify \$6 million in priority-based budget reductions for the 2025-26 school year. This represents an eight percent (8%) reduction in projected expenditures. It will not be easy, but it is necessary.

**Financial Forecast.** You can review these documents and recordings to learn more about the district's financial forecast, one of four annual budget updates provided to the board.

- [You can review the financial forecast presentation slide deck here.](#)
- [You can review the financial forecast narrative document here.](#)
- [You can watch the financial forecast presentation at the Jan. 27 board meeting here.](#)
- [You can listen to Dr. Hillmann's special appearance about the priority-based budget reductions on KYMN radio.](#)

**The reasons for this fiscal reality in Northfield are:**

- 1) **Declining enrollment.** Our enrollment is projected to decline incrementally, averaging a 0.93% decrease per year for the foreseeable future. Rice County birth rates have dropped 12% in the last six years. The enrollment decline is directly related to people having fewer children, and limited single-family housing inventory in the district. As of January 15, only 28 single-family homes were for sale in the 178-square-mile school district.

## Northfield Public School District


Total Enrollment Projection

K Projection: Average County Birth Rate Last 4 Years

Enrollment Projected by End of the Year Adjusted ADM								Using a 4 Year Weighted Average					
	Enrollment History							Enrollment Projections					
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
ECSE	39.0	42.8	44.3	49.1	52.9	53.2	67.2	69.1	67.3	69.4	67.9	65.5	63.8
Pre K	2.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
HK	47.6	51.9	29.7	47.1	50.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
K	200.8	194.6	172.7	198.0	187.5	230.6	203.8	209.5	204.1	210.3	206.0	198.6	193.4
1	269.6	255.5	241.0	233.3	241.1	253.4	234.1	211.6	217.5	211.9	218.3	213.9	206.1
2	247.5	258.9	258.8	248.0	233.5	247.1	263.2	240.2	217.0	223.1	217.4	224.0	219.4
3	280.5	249.8	248.1	269.5	262.4	249.4	254.1	275.7	251.6	227.4	233.7	227.8	234.7
4	290.6	287.1	248.1	258.1	264.0	278.1	260.0	262.9	285.3	260.4	235.3	241.9	235.7
5	277.1	293.6	283.6	249.3	257.8	269.6	288.2	265.5	268.5	291.3	265.9	240.3	247.0
6	343.3	312.1	312.2	315.6	280.6	295.5	296.4	322.8	297.4	300.8	326.4	297.9	269.1
7	333.1	343.3	304.7	310.9	315.7	282.0	294.7	296.5	322.8	297.4	300.8	326.4	297.9
8	300.0	339.1	342.8	308.6	314.4	313.9	284.2	296.2	297.9	324.4	298.9	302.3	328.0
9	355.7	320.1	362.1	350.2	328.4	334.2	328.9	299.2	311.9	313.7	341.6	314.7	318.3
10	363.0	365.0	310.5	355.7	349.4	332.4	345.3	333.7	303.7	316.5	318.3	346.7	319.4
11	321.5	362.3	350.9	300.8	340.3	338.9	318.7	332.4	321.3	292.3	304.7	306.5	333.7
12	378.6	343.7	391.4	366.7	319.4	361.8	360.8	338.3	352.9	341.1	310.3	323.4	325.3
K-12	4,008.8	3,976.7	3,856.5	3,811.7	3,744.4	3,786.8	3,732.3	3,684.5	3,651.9	3,610.6	3,577.7	3,564.1	3,528.1
ECSE-12	4,050.0	4,019.5	3,900.8	3,860.8	3,797.3	3,839.9	3,799.5	3,753.6	3,719.3	3,680.0	3,645.6	3,629.6	3,591.9
Adjusted Pupil Units	4,460.4	4,434.2	4,313.3	4,259.4	4,190.8	4,232.6	4,186.0	4,132.8	4,101.3	4,057.1	4,020.5	4,013.6	3,976.4
% Change K-12		-0.80%	-3.02%	-1.16%	-1.76%	1.13%	-1.44%	-1.28%	-0.88%	-1.13%	-0.91%	-0.38%	-1.01%

\*Rice County birth rate has declined 12% over the last six years.

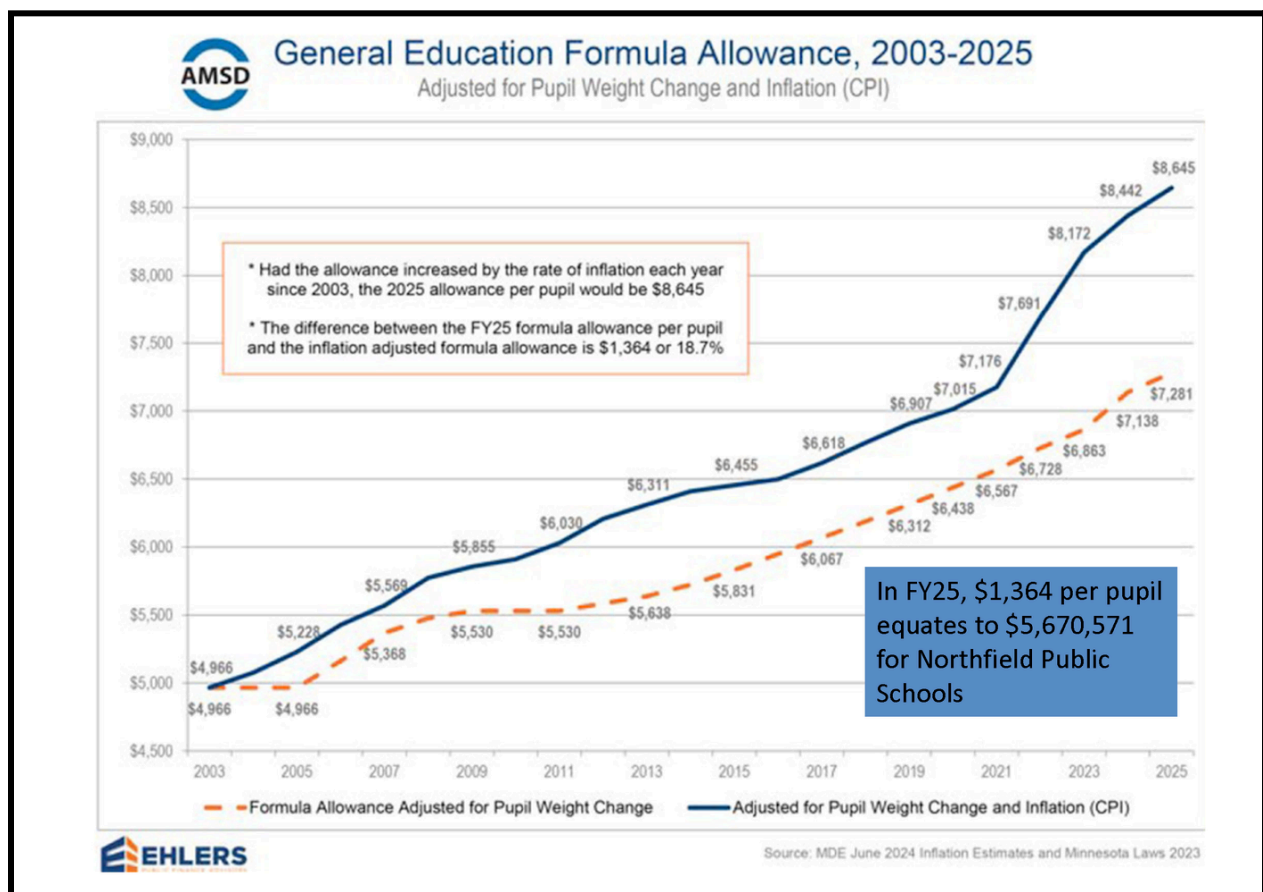
\*As of 1/15/25 there are 28 single family homes for sale in the 178 square mile district boundary.

 **EHLERS**  
PUBLIC FINANCE ADVISORS

\*Rice County birth rate has declined 12% over the last six years.

\*As of 1/15/25 there are 28 single family homes for sale in the 178 square mile district boundary.

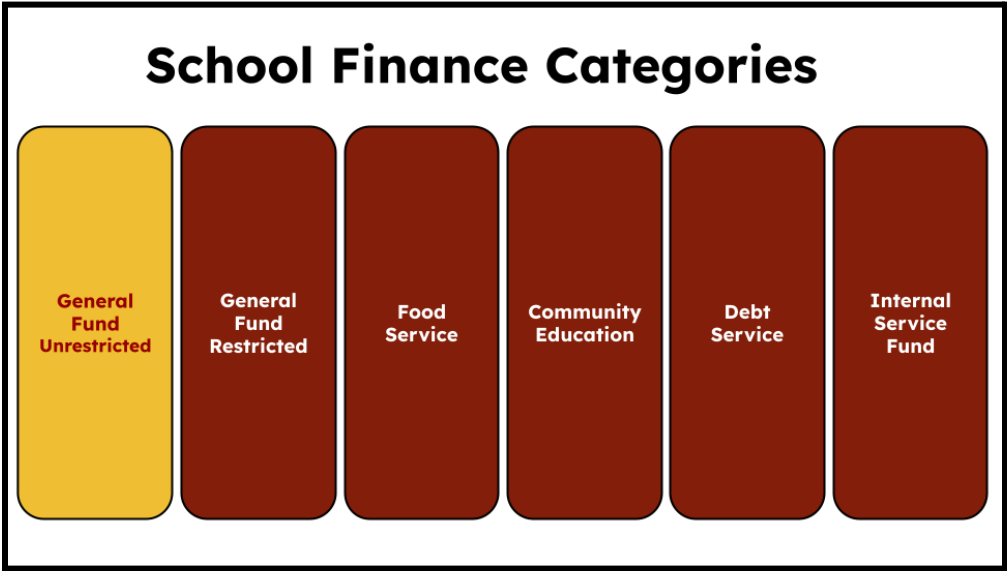
- 2) **Unfunded state and federal mandates.** The most significant of these is the unreimbursed costs to serve students receiving special education services. The district uses approximately \$4.3 million of general fund dollars per year to subsidize this mandated and morally imperative programming. Many new state mandates are well intended, and the examples below are not intended to be a value judgment about the program. They show the anticipated budget impact. Some mandate examples include:
- The state-required summer employment program for hourly workers (previously paid with one-time state funds) is estimated to be at least \$217,000.
  - State-required family medical leave program, anticipated to be at least a 0.44% payroll tax, and estimated to cost at least \$174,000. Employees will also pay an equal share.
  - An increase in the employer share of the Teacher Retirement Association pension is expected to be a 0.75% payroll tax increase and is estimated to be at least \$225,000. Employees will also pay an increased amount.
  - The district recently learned that the state will prorate special education revenue at 95% due to an overcommitment of funds. This means the district will receive \$525,000 less revenue than anticipated.
- 3) **State funding has improved but has not made up for decades of underfunding.** While the legislature has improved funding formulas, they have a long way to go to make up for the two decades where the basic formula did not keep pace with inflation.



- 4) **Ongoing inflationary pressures.** As most families know, the cost of goods and services continues to increase. One example for the school district is a 26% increase in the cost of property and liability insurance.

**The bond referendum IS NOT an impact.** It is vital to understand this process is solely associated with our operating budget. The operating budget is directly related to the funding we receive from the state government, federal government, and our local voter-approved operating levy. The bond referendum funds approved by voters in November 2024 are separate and do not impact this process. As we move ahead, an updated and more efficient Northfield High School facility will likely save operating costs due to a modernized, well-insulated facility that uses the efficiencies of geothermal energy to manage the building’s heating and cooling.

**School finance is highly regulated.** The budget reduction process is focused on the unrestricted portion of the general fund. There are components, like the revenue from the bond referendum (debt service) that cannot be used to support salaries and benefits.



**Community priority-based budget reduction teams.** The district is using a participatory process to help identify areas for reduction within five budget packages. Over 80 parents, community members without students, administrators, high school students, and staff members participated. All those who completed an interest form were included.

The priority-based budget teams met three times at the district office on February 11, 18, and 25.

Priority-based budget reduction team members were expected to:

- Work productively and respectfully with other team members.
- Identify budget reduction areas within their team category using district priorities and other relevant considerations from their team’s discussions.
- Provide feedback and recommendations to the board based on their team’s discussions.

The remainder of the process will include the following:

- A public input meeting about the proposed reductions on ~~Tuesday, March 11~~ April 3, 2025, from 6:00 - 8:30 p.m. in the ~~NHS~~ Northfield Middle School auditorium.
- The board will consider the recommendations at its April 14 regular meeting and is anticipated to finalize the reductions at the April 28 regular meeting. The team’s recommendations are instrumental in the process, but the board has the final decision-making authority.

**Commitment to our vision.** While modeling our strategic commitment to stewardship by maintaining fiscal responsibility, we remain focused on achieving our vision of preparing **every** student for lifelong success.

# Priority Based Budget Reduction Recommendations

Updated April 23, 2025



Package	Proposed Reduction
Activities	\$222,377
District Services	\$1,821,251
Elementary	\$1,353,792
Secondary	\$1,602,192
Special Services	\$1,000,776
<b>Grand Total</b>	<b>\$6,000,388</b>

Add back rank is the team's recommended restoration order should additional funds become available (i.e. additional funds from the state, etc.)					
Package	Item	Proposed Reduction	Add back rank	Category	Anticipated Amount
Activities	1	Reduce after school activity shuttle service from all year to winter season only.	1.00	Non Salary	\$12,914
Activities	2	Limit hotels for state tournaments within reasonable driving distance.	2.00	Non Salary	\$24,909
Activities	3	Increase HS activity fees by 10%.	3.00	Non Salary	\$48,595
Activities	4	Increase MS activity fees by 10%.	4.00	Non Salary	\$9,516
Activities	5	Increase family cap for activity fees from \$1,000 to \$1,150 annually.	5.00	Non Salary	\$4,500
Activities	6	Increase family pass from \$150 to \$200.	6.00	Non Salary	\$44,750
Activities	7	Credit card fees paid by users.	7.00	Non Salary	\$26,640
Activities	8	Reduce copy costs by shifting all programs to digital using QR code.	8.00	Non Salary	\$12,500
Activities	9	Increase adult ticket price from \$9 to \$10.	9.00	Non Salary	\$11,037
Activities	10	Implement after school music registration fee of \$40.	10.00	Non Salary	\$4,200
Activities	11	Eliminate one assistant gymnastics coach. (This position has not been filled recently.)	N/A	Personnel	\$4,990
Activities	12	Eliminate "Life of an Athlete" program stipend. (Program has not had participants.)	N/A	Personnel	\$2,218
Activities	13	Eliminate HS math team coach stipend. (Program has not had participants.)	N/A	Personnel	\$3,326
Activities	14	Eliminate Science Olympiad coach stipend. (Program has not had participants.)	N/A	Personnel	\$3,326
Activities	15	Reduce pep band stipend to \$1,000/year.	N/A	Personnel	\$1,895
Activities	16	Reduce MS Geography Bee stipend (National Geographic canceled the program.)	N/A	Personnel	\$601
Activities	17	Reduce Grade 6 boys soccer coach (this position has not been filled recently.)	N/A	Personnel	\$2,218
Activities	18	Reduce Grade 6 girls soccer coach (this position has not been filled recently.)	N/A	Personnel	\$2,218
Activities	19	Correct MS Knowledge Bowl coach stipend to match with NEA contract.	N/A	Personnel	\$1,664
Activities	20	50% reduction in cell phone reimbursement stipend.	N/A	Personnel	\$360
<b>Total Activities</b>					<b>\$222,377</b>



Package	Item	Proposed Reduction	Add back rank	Category	Anticipated Amount
District Services	21	Superintendent 5% salary reduction.	1.00	Personnel	\$11,000
District Services	22	Restructure Director of Instructional Services position due to retirement. Use 20% of savings to support redistributed duties.	2.00	Personnel	\$190,000
District Services	23	Eliminate 2.0 FTE full-time substitutes.	3.00	Personnel	\$132,228
District Services	24	Reduction of 1.0 FTE custodian.	3.00	Personnel	\$79,400
District Services	25	Eliminate floating media educational assistant position.	3.00	Personnel	\$55,000
District Services	26	Reclassify portion of licensed media specialist to school library aid.	3.00	Personnel	\$55,000
District Services	27	Reduce contingency staffing allocation from 3.0 to 1.0 FTE.	4.00	Personnel	\$250,000
District Services	28	Implement transportation fee (\$150-300 annually) for students riding who live less than two miles from school (statutory limit). Fees will be waived for students qualifying for free or reduced lunch.	5.00	Non Salary	\$100,000
District Services	29	Move non-instructional software license agreements into capital budget.	N/A	Non Salary	\$412,000
District Services	30	Maximize operations chargeback to Child Nutrition and Community Education funds.	N/A	Non Salary	\$200,000
District Services	31	Human Resources Director will retire from 1.0 FTE contract, return at 0.60 FTE. Redistribute some duties.	N/A	Personnel	\$74,993
District Services	32	Reduce 0.50 FTE instructional coach.	N/A	Personnel	\$62,500
District Services	33	Restructure targeted services and community school oversight by combining two positions.	N/A	Personnel	\$55,000
District Services	34	Eliminate Studer Education contract (administrative professional development).	N/A	Non Salary	\$45,000
District Services	35	Restructure district office reception position, allocate 0.20 FTE to Child Nutrition and 0.20 FTE to Technology Services (0.40 FTE.)	N/A	Personnel	\$34,778
District Services	36	Move instructional software license agreements into capital budget.	N/A	Non Salary	\$21,012
District Services	37	Eliminate paid Zoom contract. Shift to Google Meets. Maintain Zoom webinar functions for livestreaming board meetings. Webinar feature costs \$9,600 currently. (Updated 4.23.25)	N/A	Non Salary	\$15,000
District Services	38	Credit card fees paid by users.	N/A	Non Salary	\$10,000
District Services	39	50% reduction in cell phone reimbursement stipend.	N/A	Personnel	\$9,360
District Services	40	Eliminate employee assistance program due to low usage.	N/A	Non Salary	\$8,400
District Services	41	Reduced membership fees from human resources reduction.	N/A	Non Salary	\$580
<b>Total District Services</b>					<b>\$1,821,251</b>

Package	Item	Proposed Reduction	Add back rank	Category	Anticipated Amount
Elementary	42	Reduce 9.0 FTE general education classroom teachers. Recommended class size targets are 20 for Kindergarten, 24 for grades 1-3, and 27 for grades 4-5.	1.00	Personnel	\$1,125,000
Elementary	43	Reduce specialist teachers by 1.60 FTE to match fewer general education classroom sections.	2.00	Personnel	\$200,000
Elementary	44	Reduce 0.30 FTE general education educational assistants.	3.00	Personnel	\$16,500
Elementary	45	Eliminate student council advisor stipends.	4.00	Personnel	\$5,547
Elementary	46	Reduce band/orchestra repair/supply budget.	5.00	Non Salary	\$6,025
Elementary	47	50% reduction in cell phone reimbursement stipend.	N/A	Personnel	\$720
<b>Total Elementary</b>					<b>\$1,353,792</b>

Package	Item	Proposed Reduction	Add back rank	Category	Anticipated Amount
Secondary	48	Reduce HS licensed teachers by up to 2.70 FTE. (Updated 4.1.25)	1.00	Personnel	\$337,500
Secondary	49	Change MS Schedule from 7 period day to 6 period day: a. Reduce MS elective positions by 0.60 FTE. b. Eliminate MS media center educational assistant position. (Line 62) c. Eliminate Grade 7 health class (1.0 FTE). (Line 64) (Updated 4.14.25 & 4.23.25)	1.00	Personnel	\$75,000 \$55,000 \$125,000 \$255,000
Secondary	49.1	Change MS Schedule - keeping 7 period day a. Eliminate Grade 7 health class (1.0 FTE) - previously line 64 b. Add MS elective positions by (1.0 FTE) c. Retain MS media center educational assistant as is - previously line 62 (Updated 4.23.25)	1.00	Personnel	\$125,000 -\$125,000 \$0 \$0
Secondary	50	Do not replace 1.0 FTE licensed teacher at Area Learning Center due to retirement.	1.00	Personnel	\$125,000
Secondary	51	Reduce HS Tier II support program by up to 0.50 FTE.	2.00	Personnel	\$62,500
Secondary	52	Reduce MS Tier II reading interventionist by 0.40 FTE.	2.00	Personnel	\$50,000
Secondary	53	Eliminate one (1) of four (4) HS counselor positions (adding back five extra contract days for each remaining counselor.)	3.00	Personnel	\$122,350
Secondary	54	Reduce MS Tier II math interventionist by 0.40 FTE.	3.00	Personnel	\$50,000
Secondary	55	Eliminate one (1) of three (3) MS counselor positions.	4.00	Personnel	\$133,000
Secondary	56	Eliminate one HS Assistant Principal position. (Updated 3.18.25)	4.00	Personnel	\$195,000
Secondary	57	Add non-licensed building support position for student contact days only or up to 0.6 FTE licensed Dean of Students (up to additional \$10,000) at the HS. (Updated 3.18.25 & 4.23.25)	N/A	Personnel	-\$65,000
Secondary	58	Eliminate MS student support administrative assistant position.	5.00	Personnel	\$65,000
Secondary	59	Eliminate one (1) HS general education educational assistant position.	5.00	Personnel	\$55,000
Secondary	60	15% reduction in HS administrative and departmental supply budgets.	6.00	Non Salary	\$24,381
Secondary	61	Restructure MS TORCH Program with new funding from HCI. (Updated 03.06.2025)	6.00	Personnel	\$20,000
Secondary	62	Eliminate MS media center educational assistant position.	7.00	Personnel	\$55,000
Secondary	63	10% reduction in HS consumable supply budgets in Technology and Engineering, Art, Science, and FACS.	7.00	Non Salary	\$7,375
Secondary	64	Eliminate Grade 7 health class (1.0 FTE) due to schedule change from seven (7) period day to six (6) period day.	8.00	Personnel	\$125,000
Secondary	65	Reduce HS media educational assistant from 7.5 hrs/day to 7.0 hrs/day.	8.00	Personnel	\$4,074
Secondary	66	Reduce MS department budgets by 30%.	9.00	Non Salary	\$30,000
Secondary	67	Increase HS student parking fee from \$100 to \$150 per pass.	9.00	Non Salary	\$20,000
Secondary	67A	Increase HS student parking fee from \$100 to \$200 per pass. Assumes 400 passes sold. (Updated 4.23.25)	9.00	Non Salary	\$40,000
Secondary	67B	Increase HS student parking fee from \$100 to \$250 per pass. Assumes 400 passes sold. (Updated 4.23.25)	9.00	Non Salary	\$50,000
Secondary	68	Increase HS advanced placement exam fees from \$66 to \$100.	10.00	Non Salary	\$17,000
Secondary	69	Maximize licensed staff teaching career technical levy approved classes. (Updated 4.1.25)	N/A	Personnel	\$92,212
Secondary	70	50% reduction in cell phone reimbursement stipend.	N/A	Personnel	\$1,800
<b>Total Secondary</b>					<b>\$1,602,192</b>

Package	Item	Proposed Reduction	Add back rank	Category	Anticipated Amount
Special Services	71	Eliminate three (3) special education educational assistant positions. (Positions are currently vacant.)	1.00	Personnel	\$165,000
Special Services	72	Eliminate three (3) additional special education educational assistant positions and replace with one (1) special education teacher.	2.00	Personnel	\$40,000
Special Services	73	Reduce 0.50 FTE early childhood special education (ECSE) teacher.	3.00	Personnel	\$62,500
Special Services	74	Reduce related service provider - occupational therapist by 0.50 FTE and speech by 0.20 FTE.	4.00	Personnel	\$87,500
Special Services	75	Reduce extra contract days for special education coaches by 30%.	5.00	Personnel	\$11,000
Special Services	76	Replace three (3) building RN/LPN with health aides.	6.00	Personnel	\$75,000
Special Services	76A	<i>(Alternate to Line 76) Reduce one (1) RN/LPN. Licensed School Nurse (LSN) would cover a building health office.</i>	6.00	Personnel	\$82,500
Special Services	77	Eliminate the due process clerical position at the NCEC.	7.00	Personnel	\$22,000
Special Services	78	Eliminate three (3) hours per month of educational assistant time during PLCs.	9.00	Personnel	\$50,000
Special Services	79	Reduce extra hours for BEST Teams professional development by 70%.	10.00	Personnel	\$19,000
Special Services	80	Eliminate due process worktime outside of contract hours for special education teachers.	11.00	Personnel	\$13,000
Special Services	81	Reallocate one (1) early childhood teacher and one (1) educational assistant from achievement and integration budget due to new voluntary prekindergarten funding.	N/A	Personnel	\$112,823
Special Services	82	Reallocate credit recovery from achievement and integration funds to align revenue and expenditures in ALC funds.	N/A	Personnel	\$46,397
Special Services	83	Reduce Alternative Delivery of Specialized Instructional Services (ADSIS) staffing by 0.90 FTE. (Updated 4.23.25)	N/A	Personnel	\$115,431
Special Services	84	Reduce 1.0 FTE English learner teacher while still remaining in alignment with state student to staff ratio guidelines.	N/A	Personnel	\$125,000
Special Services	85	Eliminate underutilized special education web-based subscriptions.	N/A	Non Salary	\$32,000
Special Services	86	Reduce ADSIS web-based subscription costs by 35%.	N/A	Non Salary	\$20,165
Special Services	87	50% reduction in cell phone reimbursement stipend.	N/A	Personnel	\$3,960
<b>Total Special Services</b>					<b>\$1,000,776</b>

## Priority-Based Budget Reduction Voting Procedures 2025

The board will vote on the five 2025-26 budget reduction packages at its meeting on Monday, April 28, 2025. This document intends to demonstrate the process that will be used to make these critical decisions. Board members are encouraged to use this document to prepare for the April 28 meeting.

### Presentation

Superintendent Matt Hillmann and Director of Finance Val Mertesdorf will review the budget reduction recommendations in a short presentation and allow for questions.

### Items for individual action — budget packages

The board will be asked to vote on five budget packages independently: the activities package, the district services package, the elementary package, the secondary package, and the special services package.

Board members may request to remove any individual line item from each package for separate consideration, similarly to how a board member may remove any consent agenda item for separate consideration at any board meeting.

Below is a process example of how this works in practice, using a fictional “Maroon” package:

**Chair:** We will now consider the “Maroon” budget reduction package for the 2025-26 school year. Are there any specific line items that board members would like to remove for separate consideration?

**Board member:** I’d like to remove line item 1000 for separate consideration.

**Chair:** We will remove line item 1000 for separate consideration. Are there any other line items that board members would like to remove for separate consideration?

**Board member:** I’d like to remove line item 1034 for separate consideration.

**Chair:** We will remove line item 1034 for separate consideration. Are there any other line items that board members would like to remove for separate consideration?

(No one brings another line item forward)

Are there any other line items that board members would like to remove for separate consideration? (2nd ask)

(No one brings another line item forward)

Are there any other line items that board members would like to remove for separate consideration? (3rd ask)

Hearing none, I will take a motion to approve the Maroon budget reduction package as presented except for line items 1000 and 1034.

**Board member:** I move to approve the Maroon budget reduction package except for line items 1000 and 1034..

**Chair:** Is there a second?

**Board member:** I second the motion.

**Chair:** Is there any further discussion?

All those in favor of approving the Maroon budget reduction package with the exception of line items 1000 and 1034, signify by saying “aye.” Those opposed, signify by saying “nay.”

The motion carries (or it doesn’t carry).

**\*\*\*Note: any vote that is not unanimous will then be executed by roll call.\*\*\***

## **Items for individual action — individual line items**

The board will then be asked to vote on individual items that were removed from the package for separate consideration.

Below is a process example of how this works in practice, using the fictional line items removed from the “Maroon” package:

**Chair:** Now we will have a discussion on line item 1000.

**Board members:** discussing the line item. A board member may make a motion about the item. As an example:

**Board member:** I move that we approve the reduction of line item 1000 as presented.

**Chair:** There is a motion to approve the reduction of line item 1000 as presented. Is there a second?

**Board member:** Second.

**Chair:** We have a second. Is there further discussion? All those who approve the reduction of line item 1000, signify by saying “aye.” Those opposed, signifying by saying “nay.”

The motion carries/doesn’t carry.

**Chair:** Now we will have a discussion on line item 1034.

**Board members:** discussing the line item. A board member may make a motion about the item. As an example:

**Board member:** I move that we approve the reduction of line item 1034 as presented.

**Chair:** There is a motion to approve the reduction of line item 1034 as presented. Is there a second?

**Board member:** Second.

**Chair:** We have a second. Is there further discussion? All those who approve the reduction of line item 1034, signify by saying “aye.” Those opposed, signifying by saying “nay.”

The motion carries/doesn’t carry.

## Modifying a recommendation

The board may wish to modify a line item they have removed from a budget package for separate consideration. Below is a process example of how this works in practice, using one of the fictional line items removed from the “Maroon” package:

**Chair:** Now we will have a discussion on line item 1000.

**Board members:** discussing the line item. A board member may make a motion about the item. As an example that would include a change could be:

**Board member:** I move that we approve the reduction of line item 1000 in the amount of \$5.00 instead of proposed \$10.00.

**Chair:** There is a motion to approve the reduction of line item 1000 in the amount of \$5.00 instead of proposed \$10.00. Is there a second?

**Board member:** Second.

**Chair:** We have a second. Is there further discussion? All those who approve the reduction of line item 1000, signify by saying “aye.” Those opposed, signifying by saying “nay.”

The motion carries/doesn’t carry.

**Chair:** Now we will have a discussion on line item 1034.

**Board members:** discussing the line item. A board member may make a motion about the item. As an example:

**Board member:** I move that we approve the reduction of line item 1034 as presented.

**Chair:** There is a motion to approve the reduction of line item 1034 as presented. Is there a second?

**Board member:** Second.

**Chair:** We have a second. Is there further discussion? All those who approve the reduction of line item 1034 signify by saying “aye.” Those opposed, signifying by saying “nay.”

The motion carries/doesn’t carry.

## Continued processing of packages and individual line items identified for separate consideration

This same process will continue until all five packages and individual line items removed for separate consideration have been voted on by the board.

## SUMMARY OF SCENARIOS

		REDUCTION FOR 2025-26		
25-26	Forecast	\$6M	\$5.8M	\$5.6M
Revenue	\$ 68,271,293	\$68,271,293	\$68,271,293	\$68,271,293
Expenditures	\$ 72,786,331	\$66,786,331	\$66,986,331	\$67,186,331
Net	\$ (4,515,038)	\$ 1,484,962	\$ 1,284,962	\$ 1,084,962
Unassigned FB	\$ 6,158,002	\$ 9,311,347	\$ 9,111,347	\$ 8,911,347
% Unassigned	4.90%	15.00%	14.70%	14.30%
26-27	Forecast	\$6M	\$5.8M	\$5.6M
Revenue	\$ 69,221,898	\$69,221,898	\$69,221,898	\$69,221,898
Expenditures	\$ 75,935,012	\$69,935,012	\$70,135,012	\$70,335,012
Net	\$ (6,713,114)	\$ (713,114)	\$ (913,114)	\$ (1,113,114)
Unassigned FB	\$ (3,201,766)	\$ 8,798,234	\$ 8,398,234	\$ 7,998,234
% Unassigned	-4.50%	13.60%	12.90%	12.20%

## 1.27.25 FORECAST

### Northfield Public School District

#### Five Year General Fund Budget Projection Summary

Definitions	Actual 2023-2024	Budget 2024-2025	Projected 2025-2026	% Chg	Projected 2026-2027	% Chg	Projected 2027-2028	% Chg
Revenue	\$65,099,370	\$67,749,122	\$68,271,293	0.8%	\$69,221,898	1.4%	\$69,891,450	1.0%
Expenditures	\$63,788,987	\$68,341,666	\$72,786,331	6.5%	\$75,935,012	4.1%	\$78,476,743	3.3%
Revenue Over (Under) Expenditures	\$1,310,383	(\$592,544)	(\$4,515,038)		(\$6,713,114)		(\$8,585,293)	
Fund Balance	\$14,576,932	\$13,984,388	\$9,469,350		\$2,756,236		(\$5,829,058)	
Assigned Fund Balance	\$6,228,730	\$6,220,275	\$6,158,002		\$5,958,002		\$5,958,003	
Unassigned Fund Balance	\$8,348,202	\$7,764,113	\$3,311,347		(\$3,201,766)		(\$11,787,060)	
Percent Unassigned	13.8%	12.2%	4.9%		-4.5%		-16.0%	
Unassigned Target Fund Balance %	14.0%	14.0%	14.0%		14.0%		14.0%	
Minimum Unassigned Fund Balance	\$8,461,930	\$8,910,539	\$9,504,222		\$9,927,745		\$10,289,865	
Fund Balance Over (Under) Target	(\$113,728)	(\$1,146,426)	(\$6,192,874)		(\$13,129,511)		(\$22,076,925)	

## \$6.0M REDUCTION

### Northfield Public School District Five Year General Fund Budget Projection Summary

Definitions	Actual 2023-2024	Budget 2024-2025	Projected 2025-2026	% Chg	Projected 2026-2027	% Chg	Projected 2027-2028	% Chg
Revenue	\$65,099,370	\$67,749,122	\$68,271,293	0.8%	\$69,221,898	1.4%	\$69,891,450	1.0%
Expenditures	\$63,788,987	\$68,341,666	\$66,786,331	-2.3%	\$69,935,012	4.5%	\$72,476,743	3.6%
Revenue Over (Under) Expenditures	\$1,310,383	(\$592,544)	\$1,484,962		(\$713,114)		(\$2,585,293)	
Fund Balance	\$14,576,932	\$13,984,388	\$15,469,350		\$14,756,236		\$12,170,942	
Assigned Fund Balance	\$6,228,730	\$6,220,275	\$6,158,002		\$5,958,002		\$5,958,003	
Unassigned Fund Balance	\$8,348,202	\$7,764,113	\$9,311,347		\$8,798,234		\$6,212,940	
Percent Unassigned	13.8%	12.2%	15.0%		13.6%		9.2%	
Unassigned Target Fund Balance %	14.0%	14.0%	14.0%		14.0%		14.0%	
Minimum Unassigned Fund Balance	\$8,461,930	\$8,910,539	\$8,664,222		\$9,087,745		\$9,449,865	
Fund Balance Over (Under) Target	(\$113,728)	(\$1,146,426)	\$647,126		(\$289,511)		(\$3,236,925)	

## \$5.8M REDUCTION

### Northfield Public School District Five Year General Fund Budget Projection Summary

Definitions	Actual 2023-2024	Budget 2024-2025	Projected 2025-2026	% Chg	Projected 2026-2027	% Chg	Projected 2027-2028	% Chg
Revenue	\$65,099,370	\$67,749,122	\$68,271,293	0.8%	\$69,221,898	1.4%	\$69,891,450	1.0%
Expenditures	\$63,788,987	\$68,341,666	\$66,986,331	-2.0%	\$70,135,012	4.5%	\$72,676,743	3.6%
Revenue Over (Under) Expenditures	\$1,310,383	(\$592,544)	\$1,284,962		(\$913,114)		(\$2,785,293)	
Fund Balance	\$14,576,932	\$13,984,388	\$15,269,350		\$14,356,236		\$11,570,942	
Assigned Fund Balance	\$6,228,730	\$6,220,275	\$6,158,002		\$5,958,002		\$5,958,003	
Unassigned Fund Balance	\$8,348,202	\$7,764,113	\$9,111,347		\$8,398,234		\$5,612,940	
Percent Unassigned	13.8%	12.2%	14.7%		12.9%		8.3%	
Unassigned Target Fund Balance %	14.0%	14.0%	14.0%		14.0%		14.0%	
Minimum Unassigned Fund Balance	\$8,461,930	\$8,910,539	\$8,692,222		\$9,115,745		\$9,477,865	
Fund Balance Over (Under) Target	(\$113,728)	(\$1,146,426)	\$419,126		(\$717,511)		(\$3,864,925)	



## \$5.6M REDUCTION

### Northfield Public School District Five Year General Fund Budget Projection Summary

Definitions	Actual 2023-2024	Budget 2024-2025	Projected 2025-2026	% Chg	Projected 2026-2027	% Chg	Projected 2027-2028	% Chg
Revenue	\$65,099,370	\$67,749,122	\$68,271,293	0.8%	\$69,221,898	1.4%	\$69,891,450	1.0%
Expenditures	\$63,788,987	\$68,341,666	\$67,186,331	-1.7%	\$70,335,012	4.5%	\$72,876,743	3.6%
Revenue Over (Under) Expenditures	\$1,310,383	(\$592,544)	\$1,084,962		(\$1,113,114)		(\$2,985,293)	
Fund Balance	\$14,576,932	\$13,984,388	\$15,069,350		\$13,956,236		\$10,970,942	
Assigned Fund Balance	\$6,228,730	\$6,220,275	\$6,158,002		\$5,958,002		\$5,958,003	
Unassigned Fund Balance	\$8,348,202	\$7,764,113	\$8,911,347		\$7,998,234		\$5,012,940	
Percent Unassigned	13.8%	12.2%	14.3%		12.2%		7.4%	
Unassigned Target Fund Balance %	14.0%	14.0%	14.0%		14.0%		14.0%	
Minimum Unassigned Fund Balance	\$8,461,930	\$8,910,539	\$8,720,222		\$9,143,745		\$9,505,865	
Fund Balance Over (Under) Target	(\$113,728)	(\$1,146,426)	\$191,126		(\$1,145,511)		(\$4,492,925)	

## \$5.8M REDUCTION - 12% FB GOAL

### Northfield Public School District Five Year General Fund Budget Projection Summary

Definitions	Actual 2023-2024	Budget 2024-2025	Projected 2025-2026	% Chg	Projected 2026-2027	% Chg	Projected 2027-2028	% Chg
Revenue	\$65,099,370	\$67,224,122	\$67,823,272	0.9%	\$68,758,746	1.4%	\$69,412,412	1.0%
Expenditures	\$63,788,987	\$68,341,666	\$66,986,331	-2.0%	\$70,135,012	4.5%	\$72,676,743	3.6%
Revenue Over (Under) Expenditures	\$1,310,383	(\$1,117,544)	\$836,940		(\$1,376,266)		(\$3,264,330)	
Fund Balance	\$14,576,932	\$13,459,388	\$14,296,328		\$12,920,062		\$9,655,731	
Assigned Fund Balance	\$6,228,730	\$6,220,275	\$6,158,002		\$5,958,002		\$5,958,003	
Unassigned Fund Balance	\$8,348,202	\$7,239,113	\$8,138,326		\$6,962,060		\$3,697,729	
Percent Unassigned	13.8%	11.4%	13.1%		10.7%		5.5%	
Unassigned Target Fund Balance %	12.0%	12.0%	12.0%		12.0%		12.0%	
Minimum Unassigned Fund Balance	\$7,253,083	\$7,637,605	\$7,450,476		\$7,813,496		\$8,123,884	
Fund Balance Over (Under) Target	\$1,095,120	(\$398,492)	\$687,850		(\$851,435)		(\$4,426,156)	

# Activities Participation/Useage Fees (2023-2024 Rates)

	2025-2025 School Year	2025-2026 School Year									
Sport/Activity	Northfield	Northfield + 10%	Northfield Youth Sports Collab.	Albert Lea	Austin	Byron	Chaska/Chan	Faribault	Farmington	Hastings	K-M
Cheerleading - Fall	130 (Community Ed)			150	100	N/A	250	170	300	N/A	80
Cross Country	230	253		150	100	120	250	170	300	175	80
Football	291	320		150	100	120	250	170	355	175	80
Soccer	321	353	525	150	100	120	250	170	300	175	80
Swim/Dive	291	320	325/525	150	100	N/A	250	170	300	175	
Tennis	230	253	265	150	100	N/A	250	170	300	175	
Volleyball	291	320	700/1,000	150	100	120	250	170	300	175	80
Alpine Ski	454	499		N/A		Co-Op	250	N/A	300	200	
Basketball	291	320	425	150	100	120	250	170	300	200	80
Cheerleading - Winter	130 (Community Ed)			150		N/A	250	N/A	300	N/A	80
Dance - Comp	291	320		150	100	120	250	170	300	N/A	80
Hockey	377	415	1,485	150	100	120	350	210	355	265	80
Gymnastics	377	415	984	N/A	100	120	250	210	300	200	80
Nordic Ski	377	415	50	N/A		N/A	250	N/A	300	200	
Wrestling	291	320	235	150	100	120	250	170	300	200	80
Baseball/Softball	291	320	515/400	150	100	120	250	170	300	175	80
Golf	270	297		150	100	120	250	170	300	175	80
Lacrosse	270	297	345	150		N/A	250	N/A	300	175	
Track/Field	230	253		150	100	120	250	170	300	175	80
Clay Target	133			50	45	120	N/A		200	Not Managed by HHS	80
		146									
Speech	199	219		50	45	120	250		200	N/A	50
Three Act Play	122	134		N/A		N/A	250		200	N/A	
Musical	122	134		50		120	250	55	200	150	50
Science Olympiad	122	134		N/A	45	N/A	N/A		200	N/A	
Mock Trial	122	134		50		N/A	N/A		200	N/A	
Math League	122	134		N/A		55	N/A		200	150	
Knowledge Bowl	122	134		0	45	55	250		200	150	50
Chess Team	Comm. Ed			0		0	N/A		200	N/A	
Mountain Biking			100/250								
Bass Fishing			169								
Bowling	133	146	190								
Skating School			120								
Middle School Athletics	95			75	70	95	N/A		N/A	120	
				In AL - families choose what they can afford (enter amount no questions asked)							

### Activities Participation/Useage Fees (2023-2024 Rates)

[illegible]

## District Comparison Class Size Targets (Sample)

District	K	1	2	3	4	5
New Prague (current)	22	23	24	27	28	29
Lakeville (current)	24	24	28	28	30	32
Faribault (projected)	NA	21	29	26	27	27
Hastings (proposed)	20	21	23	24	25	26

Elementary Staffing Calculation 2025-26	Based on February 1, 2025 snapshot			
	BW	GVP	SC	
Kindergarten (anticipated - to be finalized by May)	70	52	52	
calculated sections >>	3.50	2.60	2.60	
rounded sections>>	4	3	3	
<i>average contemporary size&gt;&gt;</i>	18	17	17	
<b>Total Kindergarten sections</b>	<b>4</b>	<b>3</b>	<b>3</b>	
1st Grade - Total	77	72	63	
1st Grade - Contemporary	53	46	41	
calculated sections >>	2.41	2.09	1.86	
rounded sections>>	2	2	2	
<i>average contemporary size&gt;&gt;</i>	27	23	21	
1st Grade - Companeros	24	26	22	
<b>Total 1st Grade sections</b>	<b>3</b>	<b>3</b>	<b>3</b>	
2nd Grade - Total	104	66	65	
2nd Grade - Contemporary	79	45	45	
calculated sections >>	3.43	1.96	1.96	
rounded sections>>	4	2	2	
<i>average contemporary size&gt;&gt;</i>	20	23	23	
2nd Grade - Companeros	25	21	20	
<b>Total 2nd Grade sections</b>	<b>5</b>	<b>3</b>	<b>3</b>	
3rd Grade - Total	87	100	73	
3rd Grade - Contemporary	68	74	49	
calculated sections >>	2.83	3.08	2.04	
rounded sections>>	3	3	2	
<i>average contemporary size&gt;&gt;</i>	23	25	25	
3rd Grade - Companeros	19	26	24	
<b>Total 3rd Grade sections</b>	<b>4</b>	<b>4</b>	<b>3</b>	
4th Grade - Total	91	82	80	
4th Grade - Contemporary	71	60	63	
calculated sections >>	2.84	2.40	2.52	
rounded sections>>	3	3	3	
<i>average contemporary size&gt;&gt;</i>	24	20	21	
4th Grade - Companeros	20	22	17	
<b>Total 4th Grade sections</b>	<b>4</b>	<b>4</b>	<b>4</b>	
5th Grade - Total	106	83	69	
5th Grade - Contemporary	82	58	52	
calculated sections >>	3.15	2.23	2.00	
rounded sections>>	3	2	2	

Elementary Staffing Calculation 2025-26	Based on February 1, 2025 snapshot			
	BW	GVP	SC	
<i>average contemporary size&gt;&gt;</i>	27	29	26	
5th Grade - Companeros	24	25	17	
<b>Total 5th Grade sections</b>	<b>4</b>	<b>3</b>	<b>3</b>	
<b>Total Sections</b>	<b>24</b>	<b>20</b>	<b>19</b>	
<b>Average building class size</b>	<b>22.29</b>	<b>22.75</b>	<b>21.16</b>	
Average contemporary class size(excl K)	<b>23.98</b>	<b>23.83</b>	<b>22.90</b>	
Average Companeros class size				
FTE 24-25	25	24	22	
Change in Staffing	-1	-4	-3	
	BW	GVP	SC	DW
Avg Class Size	22.29	22.75	21.16	22.07
Avg Contemporary Class Size	22.26	22.33	21.57	22.06
Avg Companeros Class Size	22.40	24.00	20.00	22.13
Avg K-3 (Goal 20 for K; 24 for 1-3)	21.13	22.31	21.08	21.51
Avg 4-5 (Goal 27)	24.63	23.57	21.29	23.16
	535	455	402	1392



Schools must offer and students must achieve all benchmarks for an academic standard to satisfactorily complete that standard.

Grade and Number of State Benchmarks and Standards											
Content Area	0	1	2	3	4	5	6	7	8	HS	
<b>ELA (2020) Benchmarks</b>	46	46	46	43	43	43	42	41	41	123	
ELA (2020) Anchor Standards	20	20	20	20	20	20	20	19	19	57	
<b>Math - (2007) Benchmarks</b>	13	20	20	26	27	27	33	34	35	71	
Math - (2007) Anchor Standards	5	6	7	9	8	9	10	11	9	11	
<b>Science (2019) Benchmarks</b>	12	12	11	11	13	14	15	20	22	71	
Science (2019) Anchor Standards	8	10	9	9	10	9	7	10	9	13	
<b>Social Studies (2011) Benchmarks</b>	12	15	16	22	20	31	44	43	48	192	
Social Studies (2011) Anchor Standards	10	12	11	17	15	17	21	21	18	55	
<b>Arts - Visual (2018) Benchmarks</b>	13	13	13	13	13	13	13	13	13	13	
Arts - Visual (2018) Standards***	10	10	10	10	10	10	10	10	10	10	
<b>Arts - Media (2018) Benchmarks</b>	9	9	9	9	9	9	9	9	9	12	
Arts - Media (2018) Standards***	10	10	10	10	10	10	10	10	10	10	
<b>Arts - Music (2018) Benchmarks</b>	9	9	9	9	9	9	9	9	9	9	
Arts - Music (2018) Standards***	10	10	10	10	10	10	10	10	10	10	
<b>PE Benchmarks (2018)</b>	33	34	36	44	46	45	57	57	57	34	
<b>PE Standards (2018)</b>	5	5	5	5	5	5	5	5	5	5	
*** The first anchor standard in music, visual and media arts is: Use foundational knowledge and skills while responding to, creating, and presenting artistic work.											
This standard has no attached benchmark because it is integrated across the other strands.											
<b>State Benchmarks Per Grade Level (Includes all arts areas)</b>	147	158	160	177	180	191	222	226	234	525	



## NMS Schedule Options–7 period day

Updated 04.24.2025

### Art as a Semester Class

Sample schedules are provided for Grade 7, but the FTE is calculated for all three grades. Music and Amistades are everyday classes.

#### Option #1

<b><u>7 Period Day (Music or Amistades)</u></b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Physical Education (Maroon Days) FACS (Gold Days)	Physical Education (Maroon Days) FACS (Gold Days)
6	Art (combination of visual and media) (Maroon Days) Study Hall (Gold Days)	Art (combination of visual and media) (Maroon Days) Study Hall (Gold Days)
7	Music or Amistades	Music or Amistades

<b><u>7 Period Day (2 Musics or Music and Amistades)</u></b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Physical Education (Maroon Days) Visual <u>or</u> Media Arts (Gold Days)	Physical Education (Maroon Days) Visual or Media Arts (Gold Days)
6	Music	Music
7	Music or Amistades	Music or Amistades

#### **7 Period Day (No Music or Amistades)**

Period	1st Semester	2nd Semester
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	PE (Maroon Days) Art (combination of visual and media) (Gold Days)	PE (Maroon Days) Art (combination of visual and media) (Gold Days)
6	FACS	FACS
7	Study Hall	Study Hall

**Minimum Elective FTE Needed:** Art = 3.0 FTE (1.0 FTE per grade), Launch = .8 FTE, FACS = .8 FTE, STEM = .8 FTE

Total = 5.4 FTE

Current FTE = 5.0 FTE

### Notes

- Students who take Amistades but no music will need to fulfill both art requirements within one combined course over a semester.
- Would cost an additional .4 FTE to make this work.
- Eliminating programs would only leave a hole in schedules for some students to have multiple study halls, so that is not an option.
- My recommendation would be to keep Launch, FACS, and STEM at 1.0 FTE, which would be a 1.0 FTE elective increase, but still eliminate the 1.0 Health 7.
- In addition, I would like to retain the General Education EA to support the media center and student support (during the beginning of the year, end of quarters, MCA testing, and the end of the year). This is cost neutral compared to the 2024-25 school year.
- Total cost = 6.0 FTE (Electives) = a cost neutral outcome from the 2024-25 school year.

## MS Schedule Options–7 period day

Updated 04.24.2025

### Art as a Quarter Class

Sample schedules are for grade 7, but FTE is figured for all three grades. Music and Amistades are everyday classes.

#### Option #2

<u>7 Period Day (Music or Amistades)</u>		
Period	1st Semester	2nd Semester
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Physical Education (Maroon Days) FACS (Gold Days)	Physical Education (Maroon Days) Art(combination of visual and media) (Gold Days)
6	Study Hall	Study Hall
7	Music or Amistades	Music or Amistades

<u>7 Period Day (2 Musics or Music and Amistades)</u>		
Period	1st Semester	2nd Semester
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Physical Education (Maroon Days) FACS (Gold Days)	Physical Education (Maroon Days) Visual <u>or</u> Media Arts (Gold Days)
6	Music	Music
7	Music or Amistades	Music or Amistades

7 Period Day (No Music or Amistades)		
Period	1st Semester	2nd Semester
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Physical Education (Maroon Days) FACS (Gold Days)	Physical Education (Maroon Days) Media Arts (Gold Days)
6	Visual Arts (Maroon Days) Creative Foods (Gold Days)	Visual Arts (Maroon Days) Creative Foods (Gold Days)
7	Study Hall	Study Hall

**Minimum Elective FTE Needed:** Art = 2.7 FTE, Launch = .9 FTE, FACS = .9 FTE, STEM = .9 FTE  
(.9 FTE each grade)---Classes opposite PE are every other, for a semester.

Total = 5.4 FTE

Current FTE = 5.0 FTE

### Notes

- Students who take Amistades but no music will need to fulfill both art requirements within one combined course over a quarter.
- Would cost an additional .4 FTE to make this work.
- Eliminating programs would only leave a hole in schedules for some students to have multiple study halls , so that is not an option.
- My recommendation would be to keep Launch, FACS, and STEM at 1.0 FTE, which would be a 0.7 FTE elective increase, but still eliminate the 1.0 FTE Health 7.
- In addition, I would like to retain the General Education EA to support the media center and student support (during the beginning of the year, end of quarters, MCA testing, and the end of the year). This is cost neutral compared to the 2024-25 school year.
- Total cost = 5.7 FTE (Electives) = **a 0.30 FTE reduction** from the 2024-25 school year.

[\\*en Español\\*](#)

Dear Middle School Families:

I appreciate the feedback that families have provided about the potential six period middle school schedule. In response to your feedback, I have been working on ways to meet our priority based budget reduction target, comply with state requirements, and continue to allow students to take multiple music classes or a music and Amistades. It ensures that every student has art each year of their middle school experience and exposes most students to career and technical education courses. For students who receive special education services, their individual education plan (IEP) teams can make determinations about their schedules to meet the needs of the student. With the public listening session on Thursday, April 3, from 6-8:30 pm, I wanted to make sure our families had a visual sample of what the latest six period middle school draft schedule would look like for students.

<b>Sample 6th Grade Schedule for students taking one music course or Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	PE (Maroon Days) Art (Gold Days)	PE (Maroon Days) Writing (Gold Days)
6	Music or Amistades	Music or Amistades

<b>Sample 6th Grade Schedule for students taking neither a music course nor Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	PE (Maroon Days) Art (Gold Days)	PE (Maroon Days) Writing (Gold Days)
6	Launch (Maroon Days) Study Hall (Gold Days)	Launch (Maroon Days) Study Hall (Gold Days)

<b>Sample 6th Grade Schedule</b> <b>for students taking two music courses or one music course and Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Music (Maroon Days) Art (Gold Days)	Music (Maroon Days) PE (Gold Days)
6	Amistades or Music	Amistades or Music

Again, these are sample schedules, but they are intended to show you how we have been able to use your feedback to improve the draft six period schedule. I know that thinking about changes like these can be difficult and I appreciate your understanding about the fiscal challenges we and so many Minnesota school districts face. As always, please feel free to contact me with any questions or feedback. We will continue working through this together.

Sincerely,

Greg Gelineau  
Northfield Middle School Principal

[\\*en Español\\*](#)

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<b>Sample 7th Grade Schedule for students taking one music course or Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	PE (Maroon Days) Art (Gold Days)	PE (Maroon Days) FACS (Gold Days)
6	Music or Amistades	Music or Amistades

<b>Sample 7th Grade Schedule for students taking neither a music course nor Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	PE (Maroon Days) Art (Gold Days)	PE (Maroon Days) FACS (Gold Days)
6	Creative Food (Maroon Days) Study Hall (Gold Days)	Creative Food (Maroon Days) Study Hall (Gold Days)

<b>Sample 7th Grade Schedule for students taking two music courses or one music course and Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Social Studies	Social Studies
5	Music (Maroon Days) Art (Gold Days)	Music (Maroon Days) PE (Gold Days)
6	Amistades or Music	Amistades or Music

Again, these are sample schedules, but they are intended to show you how we have been able to use your feedback to improve the draft six period schedule. I know that thinking about changes like these can be difficult and I appreciate your understanding about the fiscal challenges we and so many Minnesota school districts face. As always, please feel free to contact me with any questions or feedback. We will continue working through this together.

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Greg Gelineau  
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<b>Sample 8th Grade Schedule for students taking one music course or Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Geography	Health
5	Physical Education (Maroon Days) Art (Gold Days)	Physical Education (Maroon Days) Wood Shop (Gold Days)
6	Music or Amistades	Music or Amistades

<b>Sample 8th Grade Schedule for students taking neither a music course nor Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Geography	Health
5	Physical Education (Maroon Days) Art (Gold Days)	Physical Education (Maroon Days) Wood Shop (Gold Days)
6	STEM (Maroon Days) Study Hall (Gold Days)	STEM (Maroon Days) Study Hall (Gold Days)

<b>Sample 8th Grade Schedule for students taking two music courses or one music course and Amistades</b>		
<b>Period</b>	<b>1st Semester</b>	<b>2nd Semester</b>
1	Math	Math
2	English	English
3	Science	Science
4	Geography	Health
5	Music (Maroon Days) Art (Gold Days)	Music (Maroon Days) Physical Education (Gold Days)
6	Amistades or Music	Amistades or Music

Again, these are sample schedules, but they are intended to show you how we have been able to use your feedback to improve the draft six period schedule. I know that thinking about changes like these can be difficult and I appreciate your understanding about the fiscal challenges we and so many Minnesota school districts face. As always, please feel free to contact me with any questions or feedback. We will continue working through this together.

Sincerely,

Greg Gelineau  
Northfield Middle School

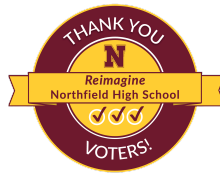
**Northfield Public Schools**  
**Proposed Transportation Fee Analysis**  
**4.22.25**

**Information:** MN Statute 123B.88 requires districts provide transportation to students that live two miles or more from the school. This proposal would require an annual fee for those receiving transportation who live within 2 miles of the district. The data below includes currently registered riders. We would not recommend expanding beyond our current policy limitations in the first year (.75 mi elementary, 1.0 mi secondary).

<b>School</b>	<b># of Students</b>	<b># of Families</b>	<b>Avg Distance</b>	<b>Proposed Fee</b>	<b>Potential Revenue</b>	<b>Less FRL/Exceptions</b>	<b>Projected Revenue</b>
Arcadia	20	23	1.29	\$ 225.00	\$ 4,500.00	\$ 1,350.00	\$ 3,150.00
Area Learning Center	13	12	1.35	\$ 225.00	\$ 2,925.00	\$ 877.50	\$ 2,047.50
Bridgewater	78	58	1.31	\$ 225.00	\$ 17,550.00	\$ 5,265.00	\$ 12,285.00
Greenvale Park	67	52	0.93	\$ 225.00	\$ 15,075.00	\$ 4,522.50	\$ 10,552.50
Northfield High School	183	171	1.45	\$ 225.00	\$ 41,175.00	\$ 12,352.50	\$ 28,822.50
Northfield Middle School	207	197	1.48	\$ 225.00	\$ 46,575.00	\$ 13,972.50	\$ 32,602.50
Spring Creek Elementary	158	124	1.10	\$ 225.00	\$ 35,550.00	\$ 10,665.00	\$ 24,885.00
St Dominic School	8	8	1.37	\$ 225.00	\$ 1,800.00	\$ 540.00	\$ 1,260.00
<b>Totals</b>	<b>734</b>	<b>645</b>			<b>\$165,150.00</b>	<b>\$ 49,545.00</b>	<b>\$115,605.00</b>

Notes:

- 1) # of Families is a duplicated count. There are 601 unduplicated.
- 2) Assuming 30% eligible for free waiver (approximate FRL percentage)
- 3) \$225 annually or \$25/mo (9 months)



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## Reimagine Northfield High School Bond Referendum Projects | Construction Update No. 9 | April 28, 2025

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### Core Planning Team

- The core planning team met for the final time on April 16
  - The core planning team reviewed and provided feedback on conceptual floor plans.

### Activities Subcommittee

- The activities subcommittee met for the final time on April 16.
  - The subcommittee discussed court configuration, integration with existing athletic facilities, renovation of existing athletic facilities, and community access.

### Board update

- The board will receive a formal update from Wold at the May 12 board meeting.