

INDEPENDENT SCHOOL DISTRICT NO. 659
REGULAR SCHOOL BOARD MEETING

Monday, May 12, 2025 ~ 6:00 p.m. ~ Regular Board Meeting
Northfield District Office Boardroom

[Zoom Link](#)

AGENDA

1. Call to Order
2. Agenda Approval/Table File
3. Public Comment
4. Announcements and Recognitions
5. Items for Discussion and Reports
 - a. Reimagine Northfield High School Update
 - b. Revised 2024-25 and Proposed 2025-26 Child Nutrition Fund Budgets
 - c. Revised 2024-25 and Proposed 2025-26 Community Education Fund Budgets
 - d. Policy Committee Recommendations
6. Consent Agenda
 - a. Minutes
 - b. Gift Agreements
 - c. District Youth Council Members (DYC) 2025-26
 - d. Overnight Field Trip Request
 - e. Personnel Items
7. Items for Individual Action
 - a. Resolution for Termination and Non-Renewal of Probationary Licensed Staff
 - b. Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence
8. Items for Information
 - a. Enrollment Report
 - b. Graduation Reminder
9. Future Meetings
 - a. *Tuesday, May 27, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
*Note that Monday, May 26, 2025 is Memorial Day.
 - b. Thursday, May 29, 2025, 5:00 p.m., Closed Board Session, Northfield DO Boardroom. This meeting will be closed as permitted by Minnesota Statute 13D.03 to discuss labor negotiations.
 - c. Monday, June 9, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - d. Monday, July 14, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
10. Adjournment

NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM

Monday, May 12, 2025 ~ 6:00 p.m. ~ Regular Board Meeting
Northfield District Office Boardroom
[Zoom Link](#)

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed.D., Superintendent
RE: Explanation of Agenda Items for Monday, May 12, 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. Reimagine Northfield High School Update. Sal Bagley with Wold Architects will present an update on the Reimagine Northfield High School project, focusing on the work of the core planning team and the activities subcommittee.
 - b. Revised 2024-25 and Proposed 2025-26 Child Nutrition Fund Budgets. Director of Child Nutrition Stephany Stromme will present a revised 2024-25 Child Nutrition Fund Budget and the proposed 2025-26 Child Nutrition Fund Budget. This fund is used to record financial activities of providing nutrition services to students, which include preparation and service of the milk, meals, and snacks in connection with school and community services activities. The revised budget will be an item for individual action at the May 27, 2025 board meeting, and the proposed budget will be an item for individual action at the June 9, 2025 meeting.
 - c. Revised 2024-25 and Proposed 2025-26 Community Education Fund Budgets. Director of Community Education Erin Bailey will present a revised 2024-25 Community Education Budget and the proposed 2025-26 Community Education Budget. The 2025-26 proposed budget has been developed with input from each program coordinator and the Community Education Advisory Council. The revised budget will be an item for individual action at the May 27, 2025 board meeting, and the proposed budget will be an item for individual action at the June 9, 2025 meeting.
 - d. Policy Committee Recommendations. Superintendent Hillmann will present the policy committee's recommendations on policies 413, 421, 422, 427, 512, 704 and 906. This will be an item for individual action at the May 27 board meeting.
6. Consent Agenda
Recommendation: Motion to approve the following items listed under the consent agenda.
 - a. Minutes. Minutes of the regular school board meeting held on April 28, 2025.
 - b. Gift Agreements. Gift agreements to be approved are attached.
 - c. District Youth Council Members (DYC) 2025-26. The following students are being recommended to serve on DYC during the 2025-26 school year:
Rising Seniors: Camila Gaspar Benitez*, Audrey Gilbertson*, Delphine Hawkins*, Britta Jaranson*, Atticus Mayer*, Yuan Ou, Michelle Rodriguez Vazquez, Malcolm Westlund*
Rising Juniors: Max Beckman, Mae Bowers*, Genevieve Knutson*, Jack Peterson*, Caden Staab
Rising Sophomores: Elina Ascencio Puga, Glendi Gonzalez Orrego, Kristen Hafemeyer, Aya Haider, Theo Miller, Makayah Petricka
*Denotes a current DYC member.

- d. Overnight Field Trip Request. Area Learning Center (ALC) Teacher Eric Swan McDonald requests board approval to take seven students to the Boundary Waters Canoe Area Wilderness, camping at the Sawbill Outfitter National Forest campground, June 10-13, 2025.
- e. Personnel Items.
- i. Appointments
1. Maria Acasio, 1.0 FTE Administrative Support Assistant Class IV at Bridgewater, beginning 5/9/2025. Class IV, Step 1 - \$24.52/hr. Will be paid class III Step 1 until 6/30/2025.
 2. Madeline Aman, Targeted Services Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/7/2025. Step 2-\$18.43/hr.
 3. Ella Andrew, Targeted Services Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at the Middle School, beginning 6/16/2025-8/7/2025. Step 3-\$19.06/hr.
 4. Lilly Bauer, 1.0 FTE Custodian at the High School, beginning 5/19/2025. Step 1-\$20.67/hr.
 5. Stephanie Hernandez Flores, Targeted Services Student Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/7/2025. Student Step 2-\$16.07/hr.
 6. Claire Homan, Targeted Services Student Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/7/2025. Student Step 1-\$15.66/hr.
 7. Ian Johnson, Child Nutrition Student for up to 1 hour/day at the ALC, beginning 5/9/2025. Student \$11.13/hr.
 8. Cecelia Kivell, Targeted Services Summer Site Assistant for 6.50 hours/day at Greenvale Park, beginning 6/16/2025-8/7/2025. Step 2 -\$18.43/hr.
 9. Grant Malecha, Summer Seasonal Grounds Technician for 40 hrs/week with the District, beginning 5/15/2025- approximately 8/31/2025. Step 1-\$18.25/hr.
 10. Alvaro Martinez, Targeted Services Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/7/2025. Step 1-\$17.80/hr
 11. Marea Nielsen, Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Site Assist. Step 2-\$18.43/hr.
 12. Mitchell Swenson, Summer Seasonal Grounds Technician for 40 hrs/week with the District, beginning 5/14/2025- approximately 8/31/2025. Step 1-\$18.25/hr.
 13. Fabiola Valbuena, 1.0 FTE Custodian at the High School, beginning 5/13/2025. Step 1-\$20.67/hr.
- ii. Increase/Decrease/Change in Assignment
1. Carley Amys-Roe, General Ed EA-Kindergarten for 4 hours/day, EA Cafeteria Supervision for 2 hours/day, and Special Ed EA for 1 hour/day at Bridgewater, change to Special Ed EA for 6.75 hours/day, and General Ed EA Supervisory for .50 hours/day at Bridgewater, effective 9/2/2025.
 2. Tallie Berkvam Peter, Kindergarten Teacher at Spring Creek, add Building Mentor Teacher at Spring Creek, effective 8/22/2024-6/6/2025. \$1,000-Stipend.
 3. Carter Borovsky, Instructor Assistant and Lead with Community Ed Recreation, add Summer Private Lessons Instructor with Community Ed Recreation, effective 5/28/2025-8/31/2025. \$45/individual or \$36/person in a group of 5 or less.
 4. Christina Chappuis, EA at Spring Creek, add Targeted Services Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/7/2025. Step 4-\$19.71/hr.
 5. Anna Edwards, Special Ed EA PCA for 6.75 hours/day-24-25 school year only, and Supervision for .25 hours/day at Spring Creek, change to Special Ed EA PCA for 6.75 hours/day and Supervisory for .25 hours/day at Spring Creek, effective 8/25/2025.
 6. Ana Gallego, EA at Greenvale Park, add Targeted Services Summer Plus Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/8/2025. Step 4-\$19.71/hr.
 7. Leah Grisim, Teacher at Greenvale Park, add Targeted Services Summer Plus Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/7/2025. \$40/hr
 8. Jess Hathaway, Official with Community Ed Recreation, change end date to 8/31/2025, effective 5/5/2025-8/31/2025.
 9. Melanie Klein, Teacher at the High School, add Targeted Services Summer Plus Teacher as needed Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/7/2025. \$40/hr
 10. Marcy Korynta, School Psychologist at the Middle School, add MTSS Lead for the 2024-2025 school year at the Middle School, effective 8/22/2024-6/6/2025. \$1,000-stipend.
 11. Beau Lepper, EA at Greenvale Park, add Targeted Services Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/7/2025. Step 4-\$19.71/hr.
 12. Eleanor Otting, Summer WSI with Community Ed Recreation, add WSI with Community Ed Recreation, effective 5/7/2025-5/31/2025. Step 1-\$16.58/hr.
 13. Kelli Otting, Teacher at Spring Creek, add Targeted Services Summer Plus Teacher for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/7/2025. \$40/hr.
 14. Rebekah Patterson, .55 FTE Title I Teacher at Spring Creek, change to a 1.0 FTE Special Ed Teacher for the 2025-2026 school year at Bridgewater, effective 8/25/2025-6/10/2026.

15. Osiris Perez Dorantes, Community School Student Site Assistant at Greenvale Park, add Targeted Services Summer Student Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, effective 6/16/2025-8/7/2025. Student Step 2-\$16.07/hr.
 16. Scott Pitts, General Ed EA at Bridgewater, change to Special Ed EA for 6.50 hours/day and Supervisory for .50 hours/day at Bridgewater, effective 8/25/2025.
 17. Patrick Shen, KidVentures Site Assistant at Greenvale Park, add Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/2/2025-8/29/2025.
 18. Jessica Smieja, 1.0 FTE English Teacher for the 2024-2025 school year at the Middle School, change to 1.0 FTE English Teacher - ongoing at the Middle School, effective 8/25/2025.
 19. Scott Stanina, Teacher at the High School, add Targeted Services Summer BLAST Teacher as needed Mon.-Thurs. at the Middle School, effective 6/16/2025-8/7/2025. \$40/hr.
 20. Rachael Thompson, School Psychologist at the NCEC, add MTSS Lead for the 2024-2025 school year at the Middle School, effective 8/22/2024-6/6/2025. \$1,000-stipend.
 21. Peter Weeks, Teacher at the High School, add National Honor Society Advisor at the High School, effective 9/2/2025. \$4,990 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
- iii. Leave of Absence
1. Morgan Christofferson, Nurse at Greenvale Park, FMLA leave of absence beginning on or about 5/19/25 and extending for 8 work weeks.
 2. Erin Nohava-Hall, Grade 1 Teacher at Bridgewater, FMLA Leave of Absence beginning 5/5/2025 for up to 60 work days.
 3. Shelley Stulken, Teacher at Spring Creek, FMLA Leave of Absence beginning 5/28/2025 through the end of the 2024-2025 school year.
- iv. Retirements/Resignations/Terminations
1. Dilcia Avila Santamaria, Custodian at Bridgewater, resignation effective 4/30/2025.
 2. Shane Baier, Principal at the High School, resignation effective 6/30/2025.
 3. Adriana Bermudez, Special Ed EA at the NCEC, resignation effective 6/6/2025. Will continue as a substitute teacher and EA. Will continue as a Spanish Early Childhood Screener Community Education.
 4. Claire Gardner, Volleyball Coach and Speech Coach at the Middle School, resignation effective 4/30/2025.
 5. Beau Lepper, EA at Greenvale Park, resignation effective at the end of the 2024-2025 school year. Will work Targeted Services until 8/7/2025.
 6. Mike Luckraft, Head Boys Hockey Coach at the High School, resignation effective 5/5/2025.
- v. Advancement of Probationary Licensed Staff
- Advancement of Licensed Staff to Tenure Status for 2025-2026 - tenure status at 1.0 FTE unless otherwise noted
Ames, Hannah - .90 FTE; Betsinger, Syblil - .60 FTE; Carlson, Kathryn; Crase, Matt; Foley, McKenzie; Gagnon, Nicole; Geehan, Bethany; Guertin, Heather - .80 FTE; Hemmingsen, Kari; Jones, Jennifer; Kolars, Amy; Kruse, Angela - .80 FTE; Lorang, Rebecca; Opatrny, Ashley; Peterson, Jennifer; Rodriguez, Breanna; Scheil, John - .75 FTE; Schlatter, Jenna; Smieja, Jessica; Specht, Jillian; Stoufis, Rebecca; Stuemke, Joel; Veverka, Nancy - .34 FTE; Weeks, Peter
- Advancement of Licensed Staff to Third Year Probationary Status for 2025-2026
Irwin, Monica; Jaeger, Natalie*; O'Keefe, Thomas; Schrank, Rebekka*; Thompson, Rachael
- * Will require a memorandum of understand with the Northfield Education Association
- Advancement of Licensed Staff to Second Year Probationary Status for 2025-2026
Bell, Kaitlin; Duncan, Jamie; Karsky, Meghan

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

7. Items for Individual Action

- a. Resolution for Termination and Non-Renewal of Probationary Licensed Staff. The board is requested to adopt the enclosed resolutions related to the termination and non-renewal of the teaching contract of the following probationary licensed teachers effective at the close of the 2024-2025 school year.

| Name | FTE | Position |
|---------------------|---------|--------------------------------------|
| Ames, Hannah | 1.0 FTE | HS English/French Teacher |
| Anderson, Madison | 1.0 FTE | HS/ALC Art Teacher |
| Antoine, Jennifer | 1.0 FTE | LTS Early Childhood Teacher |
| Bell, Kelly | 1.0 FTE | Special Education Teacher |
| Bevans, Brooke | 1.0 FTE | LTS Grade 2 Teacher |
| Bollum, Linnea | 1.0 FTE | 7 th Grade Health Teacher |
| Bowens, Jennifer | 1.0 FTE | Special Education Teacher |
| Caltagirone, Sydney | 1.0 FTE | Special Education Teacher |
| Cornell, Andria | 1.0 FTE | Grade 3 Teacher |

| | | |
|------------------|---------|-------------------------------|
| Guertin, Heather | 1.0 FTE | Spring Creek Science Teacher |
| Langer, Rachael | 1.0 FTE | Grade 6 Teacher |
| Lipins, Lisa | 1.0 FTE | HS Guidance Counselor |
| Meerts, Gabriel | 1.0 FTE | LTS Special Education Teacher |
| Nelson, McKenna | 1.0 FTE | Grade 1 Teacher |
| Olson, Samantha | 1.0 FTE | Grade 3 Teacher |
| Palmquist, Ella | 1.0 FTE | ECSE Teacher |
| Scheil, John | 1.0 FTE | Physical Education Teacher |
| Stowe, Andrea | 1.0 FTE | ECSE Teacher |
| Swee, Cynndra | 1.0 FTE | Speech Language Pathologist |
| Zick, Mason | .50 FTE | Physical Education Teacher |

The following probationary teacher(s) will be returned under the following part-time contract:

| <u>Name</u> | <u>FTE</u> | <u>Position</u> |
|------------------|------------|------------------------------------|
| Ames, Hannah | .90 FTE | .50 FTE English/.40 French Teacher |
| Guertin, Heather | .80 FTE | Spring Creek Science Teacher |
| Scheil, John | .75 FTE | Physical Education Teacher |

Superintendent's Recommendation: Motion to adopt the Resolution for Termination and Non-Renewal of Probationary Licensed Staff listed above effective at the close of the 2024-2025 school year.

- b. Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence. The board is requested to adopt the resolution related to the proposed placement of the following tenured teachers on unrequested leave of absence effective at the end of the 2024-25 school year.

| <u>Name</u> | <u>FTE</u> | <u>Position</u> |
|---------------------|------------|-----------------------------------|
| Bang, Rebecca | 1.0 FTE | Assistant HS Principal |
| Blanck, Christian | 1.0 FTE | High School Art |
| Martens, Sarah | 1.0 FTE | High School Spanish |
| Schwartz, Mollie | 1.0 FTE | Elementary Music |
| Taylor-Libbey, Lori | 1.0 FTE | HS Spanish/ADSI/MTSS/St. Dom's EL |
| Turnquist, Ryan | 1.0 FTE | High School Guidance Counselor |

This action is taken with the understanding that the following individuals will be offered a contract for the 2025-2026 school year as follows:

| <u>Name</u> | <u>FTE</u> | <u>Position</u> |
|---------------------|------------|------------------------|
| Martens, Sarah | .60 FTE | High School Spanish |
| Schwartz, Mollie | .70 FTE | Elementary Music |
| Taylor-Libbey, Lori | .60 FTE | High School ADSIS/MTSS |

Superintendent's Recommendation: Motion to adopt the Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence.

8. Items for Information

- Enrollment Report. Superintendent Hillmann will review the May 2025 enrollment report.
- Graduation Reminder. 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. Board members should meet in the high school office at 1:30 p.m. on Sunday, June 1.

9. Future Meetings

- *Tuesday, May 27, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
*Note that Monday, May 26, 2025 is Memorial Day.
- Thursday, May 29, 2025, 5:00 p.m., Closed Board Session, Northfield DO Boardroom. This meeting will be closed as permitted by Minnesota Statute 13D.03 to discuss labor negotiations.

- c. Monday, June 9, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- d. Monday, July 14, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

Reaching Out, Reaching Up:

THE 2027 STRATEGIC PLAN



VISION

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

BENCHMARKS

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

STRATEGIC COMMITMENTS



People

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



Learner Outcomes

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



Equity

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



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

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

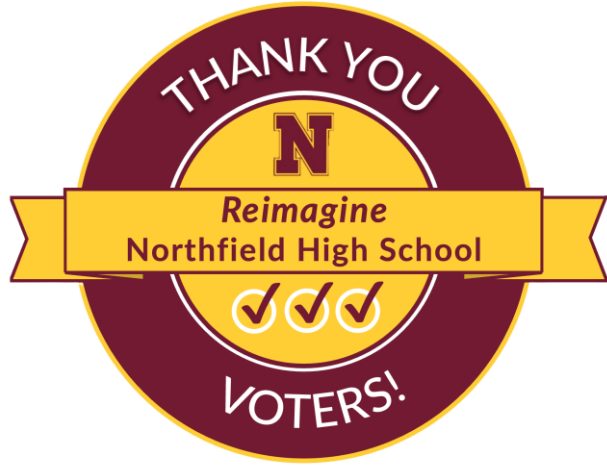


Partnerships

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



 **Knutson**Construction



REIMAGINE NORTHFIELD HIGH SCHOOL



SCHEMATIC DESIGN BOARD PRESENTATION | MAY 12, 2025



REIMAGINE NORTHFIELD HIGH SCHOOL

SD BOARD PRESENTATION AGENDA

- » Overall Planning Process
- » Core Planning Group Experience
- » Project Guiding Principles & Design Criteria
- » Schematic Design Diagram
- » Next Steps



Planning Process, Responsibilities, and Timeline

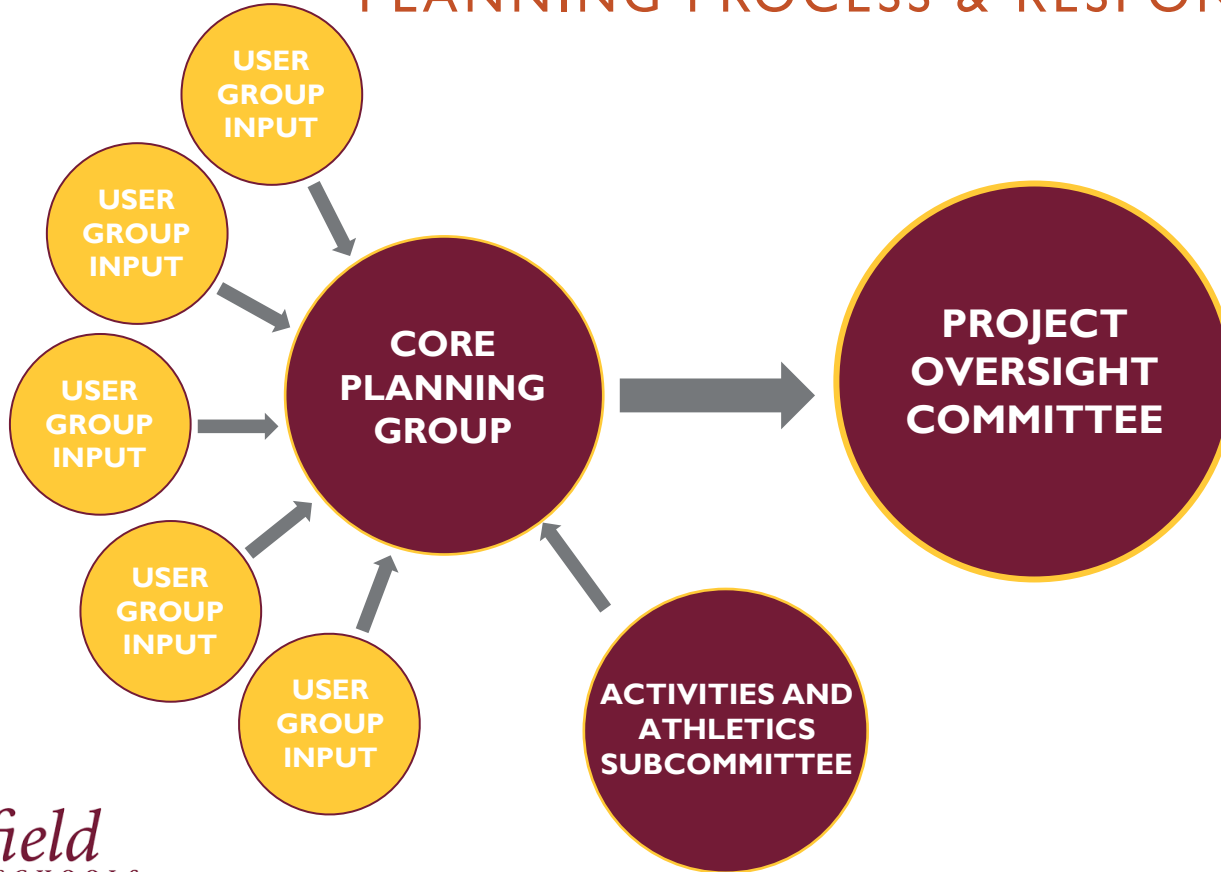


REIMAGINE NORTHFIELD HIGH SCHOOL PLANNING PROCESS & RESPONSIBILITIES

| <i>Group Name:</i> | <i>Participants:</i> | <i>Goals / Responsibilities:</i> | <i>Timeline:</i> |
|--|---|--|---|
| School Board | <ul style="list-style-type: none">• School Board Members | | Ongoing |
| Project Oversight Committee | <ul style="list-style-type: none">• Select board members• Select administration• Wold• Knutson | <ul style="list-style-type: none">• Set district standards• Review the direction of the design• Review and monitor the budget• Recommendations to board | Ongoing: x2/month meetings |
| High School Core Planning Group | <ul style="list-style-type: none">• Select board members• Select parents and community• NHS administration• Select staff• Select students• District administration• Facilitator: Wold | <ul style="list-style-type: none">• Design decisions• Establish priorities• Guide/direct design• Recommendations to project oversight committee. | 3-4 months (8 meetings and tours) |
| Activities and Athletics Subcommittee | <ul style="list-style-type: none">• Select board members• Select parents and community• Activities stakeholders• Select students• Community Education• District and NHS administration• Facilitator: Wold | <ul style="list-style-type: none">• Design athletics/activities spaces• Accommodate school day needs• Recommendations to core planning group | 2-3 months (3-4 meetings, starting after core planning group.) |
| High School User Groups (4-5 people per space type) | <ul style="list-style-type: none">• NHS administration• NHS stakeholders• Relevant community stakeholders• Facilitator: Wold | <ul style="list-style-type: none">• Gather detailed input for specific spaces | 2-3 months 1-2 meetings, each space |



REIMAGINE NORTHFIELD HIGH SCHOOL PLANNING PROCESS & RESPONSIBILITIES

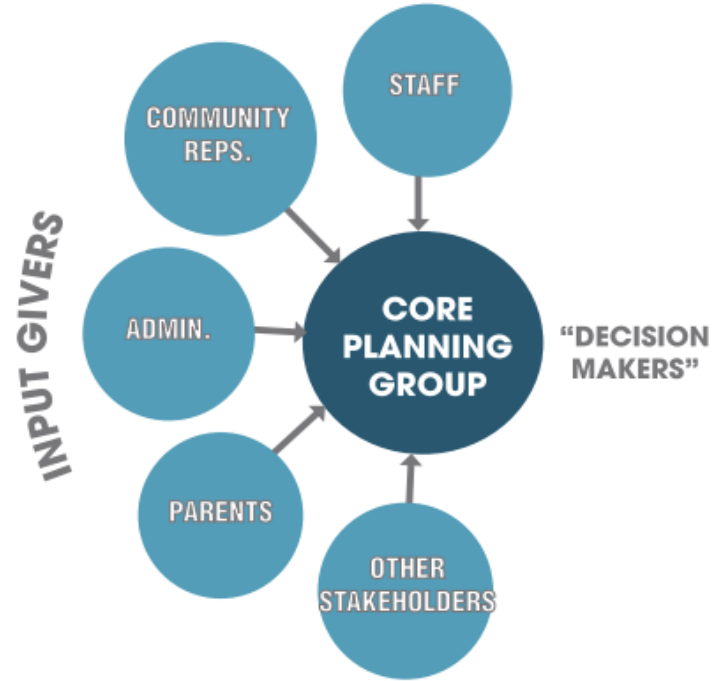




REIMAGINE NORTHFIELD HIGH SCHOOL PLANNING PROCESS & RESPONSIBILITIES

What Makes Collaborative Planning Successful?

- » Ask questions to feel confident in making decisions – you are here to be a representative of the school community
- » We will do our work with criteria
- » All opinions are heard and respected
- » Discuss this with your community and bring input
- » Attend all meetings (if possible) for continuity

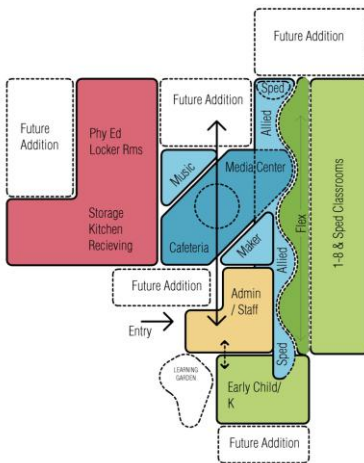
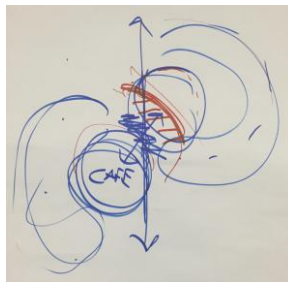




REIMAGINE NORTHFIELD HIGH SCHOOL PLANNING PROCESS & RESPONSIBILITIES

Core Planning Group

- Tours (Common Language)
- Consensus on Criteria and Guiding Principles
- Building a Common Diagram
- Renderings / Visuals
- Final Schematic Design





REIMAGINE NORTHFIELD HIGH SCHOOL COMMUNITY, STAFF & STUDENT INPUT

» **What are your hopes and dreams for the project?**

- » What do you hope the project can achieve regarding LEARNING SPACES or CLASSROOMS?
- » What do you hope the project can achieve or address regarding SAFETY?
- » What do you hope the project can achieve or address regarding COMMUNITY or GATHERING SPACES?
- » What do you hope the project can achieve or address regarding USER EXPERIENCE (STUDENTS, STAFF, VISITORS, THE COMMUNITY)?
- » What currently WORKS WELL or DOESN'T WORK WELL?
- » What do you hope the project can achieve or address regarding GENERAL HOPES / MISC?

Input opportunities:

- *December 17 (staff & community)*
- *January 13 & 27 (HS students)*
- *January 23 (MS students)*



REIMAGINE NORTHFIELD HIGH SCHOOL PLANNING PROCESS & RESPONSIBILITIES

Core Planning Group Schedule:

- » **Meeting #1:** Dec. 17, 2024
- » **Meeting #2:** January 8, 2025
- » **Building Tours:** January 21 + 22, 2025
- » **Meeting #3:** January 29, 2025
- » **Meeting #4:** February 19, 2025
- » **Meeting #5:** February 26, 2025
- » **Meeting #6:** March 12, 2025
- » **Meeting #7:** April 2, 2025
- » **Meeting #8:** April 16, 2025

*All meetings between 4:00 – 6:00 PM in NHS
Media Center unless otherwise communicated.*

Activities / Athletics Subcommittee:

- » **Meeting #1:** February 26, 2025
- » **Meeting #2:** March 12, 2025
- » **Meeting #3:** April 2, 2025
- » **Meeting #4:** April 16, 2025

*All meetings between 1:00 – 3:00 PM in NHS Computer /
Lecture unless otherwise communicated.*

Updates to School Board

- » May 12, 2025
- » TBD October 2025
- » TBD January or February 2026

User Group Meetings:

- » May – July 2025
- » May have follow-up's in September if needed



REIMAGINE NORTHFIELD HIGH SCHOOL

NHS CORE PLANNING GROUP

John Mahal, Activities Director
Becca Bang, Assistant Principal
Justin Raabolle, Director of Buildings & Grounds
Val Mertesdorf, Director of Finance
Hope Langston, Director of Instructional Services
Shane Baier, Principal
Caleb Davidson, Special Education
Matt Hillmann, Superintendent
Kelly Spillman-Kramer, NPS
Ben Martig, City of Northfield
Sean Simonson, City of Northfield
Christopher Tassava, Community Rep
Mar Valdecantos, Community Rep
Steve Edwards, Parent
Tekla Johnson, Parent
David Ruehs, Parent
Andrea Robinson, Parent

Anne Haddad, Parent
Lance Reisetter, Parent
Zach Bahler, Parent
Lindsey Briskie, Parent
Eden Coudron, Student
Jenny Dietiker, Student
Claudia Rodriguez, Educational Assistant
Adam Karsko, Buildings and Grounds
Stephany Stromme, Child Nutrition
Marianne Moser, Community Education
Mark Ensrud, Counselor
Liam Fisher, Drama/Theatre/Auditorium
Roger Helgeson, Head Custodian
Nate Knutson, Technology Services
Katherine Norrie, Teacher - Art

Jill Kohel, Teacher - English
Alexa Zenk, Teacher - FACS
Ellen Mucha, Teacher - MTSS
Thomas O'Keefe, Teacher - Music
Leah Sand, Teacher - Physical Education
Jody Saxton West, Teacher - Science
Sarah Swan McDonald, Teacher - Social Studies
Jacob Odell, Teacher - Special Education
Tom Dickerson, Teacher – Special Education
Hannah Ames, Teacher - World Language
Jeff Quinnell, Board Member
Maggie Epstein, Board Member
Amy Goerwitz, Board Member
Jeff Schroepfer, Northfield Police



REIMAGINE NORTHFIELD HIGH SCHOOL

CPG TOURS



Owatonna High School
Completed – 2023
Capacity – 1,600 Students



Waseca Junior / Senior High School
Completed – 2017
Capacity – 980 Students



REIMAGINE NORTHFIELD HIGH SCHOOL

CPG TOURS



St Peter High School
Completed - 2018
Capacity – 1,000 Students



Tartan High School
Completion – Fall 2025
Capacity – 1,800 Students



REIMAGINE NORTHFIELD HIGH SCHOOL

CPG TOURS



Mora High School
Completed – 2023
Capacity – 1,000 Students



Rock Ridge High School
Completed – 2023
Capacity – TBD



REIMAGINE NORTHFIELD HIGH SCHOOL

NHS ACTIVITIES & ATHLETICS SUBCOMMITTEE

John Mahal, Activities Director
Erin Bailey, Community Education Director
Rico Bohren, Assistant Principal
Bubba Sullivan, General Education Teacher
Leah Sand, PE Teacher
Matt Christensen, NHS Coach - Basketball
Elizabeth Larson, NHS Coach - Volleyball
Matt Hillmann, Superintendent
Kelly Spillman-Kramer, NPS
Geoff Staab, NHS Coach - Wrestling
Josten Coleman, NHS Coach - Spring Sports
Steve Fox, Community Coach - Basketball
Chad Pribyl, Community Coach - Wrestling

Nicole Porath, Community Coach - Other Sports
Janet Smith, NHS Coach — Other Sports
Brent Yule, NHS Coach — Other Sports
Craig Swenson, Fifty North Rep
Amy McBroom, Parent
Sara Garcia, Parent
Emileana Graupmann, NHS Booster Club Rep
Jeff Quinnell, Board
Val Mertesdorf, Director of Finance
Shane Baier, Principal



REIMAGINE NORTHFIELD HIGH SCHOOL

SUBCOMMITTEE TOURS



New Prague High School
Completed – Various
4 courts, 2 in each space interconnected



Mound Westonka High School
Completed – 2017
3 courts

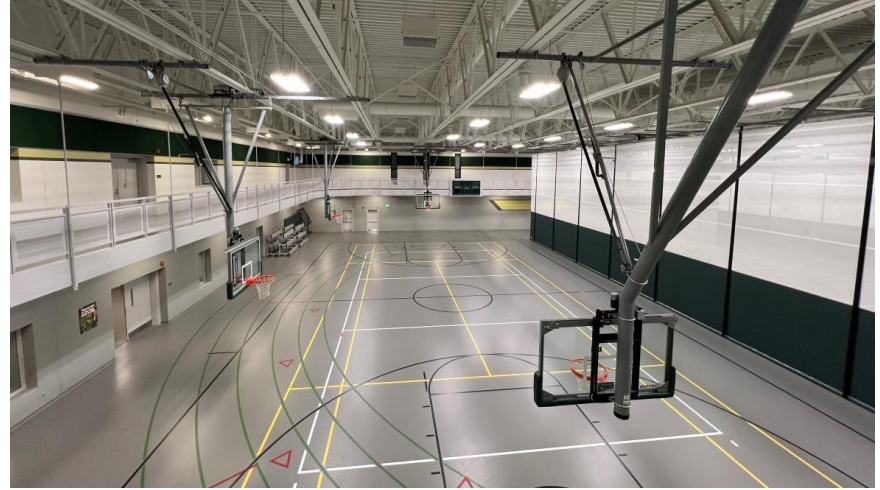


REIMAGINE NORTHFIELD HIGH SCHOOL

SUBCOMMITTEE TOURS



Mounds View High School
Completed – 2020
4 courts, all in one space



Wildcat Community Center, Chisago Lakes
Completed – 2019
4 courts, all in one space



REIMAGINE NORTHFIELD HIGH SCHOOL

GUIDING PRINCIPLES AND DESIGN CRITERIA

Guiding Principles and Design Criteria

Based on:

Tour likes & dislikes

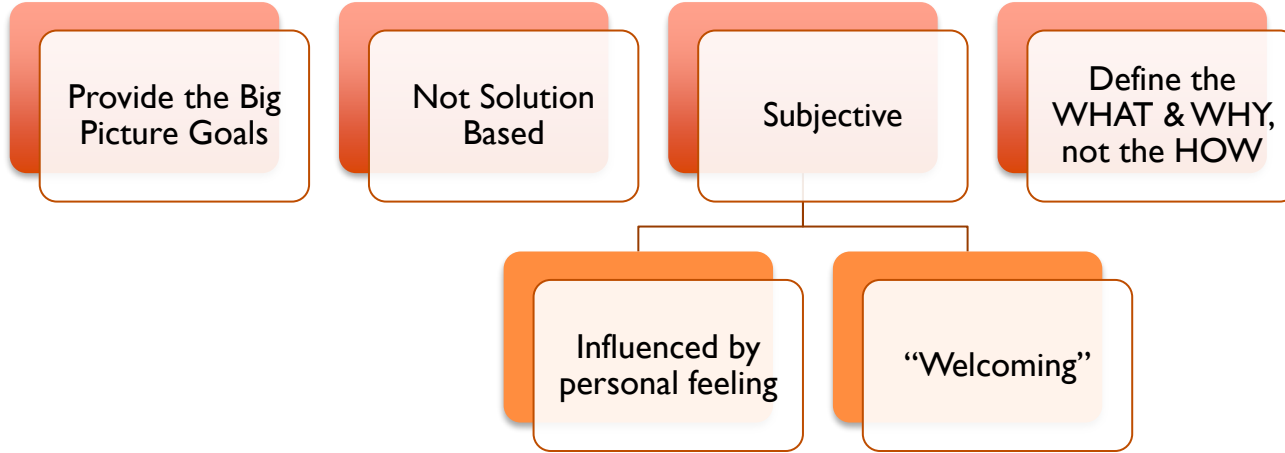
Input from staff, students & the community

*Guided discussion topics based on goals for
experience*



REIMAGINE NORTHFIELD HIGH SCHOOL

GUIDING PRINCIPLES

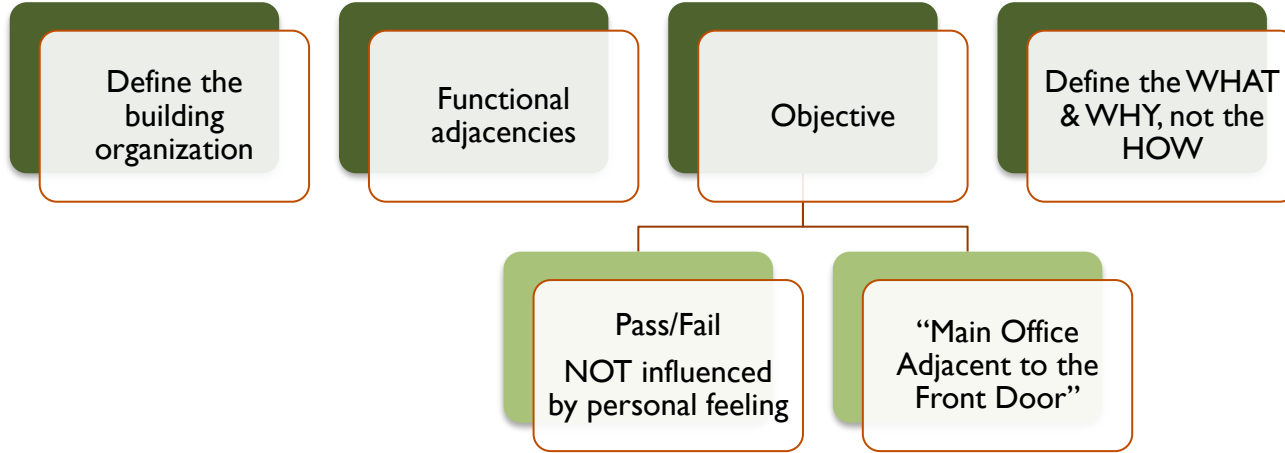


- [Solutions should] _____(insert statement)_____
- Can be used publicly and needs to be clear to non-participants.
- Provides for parameters for option creation and review.



REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA



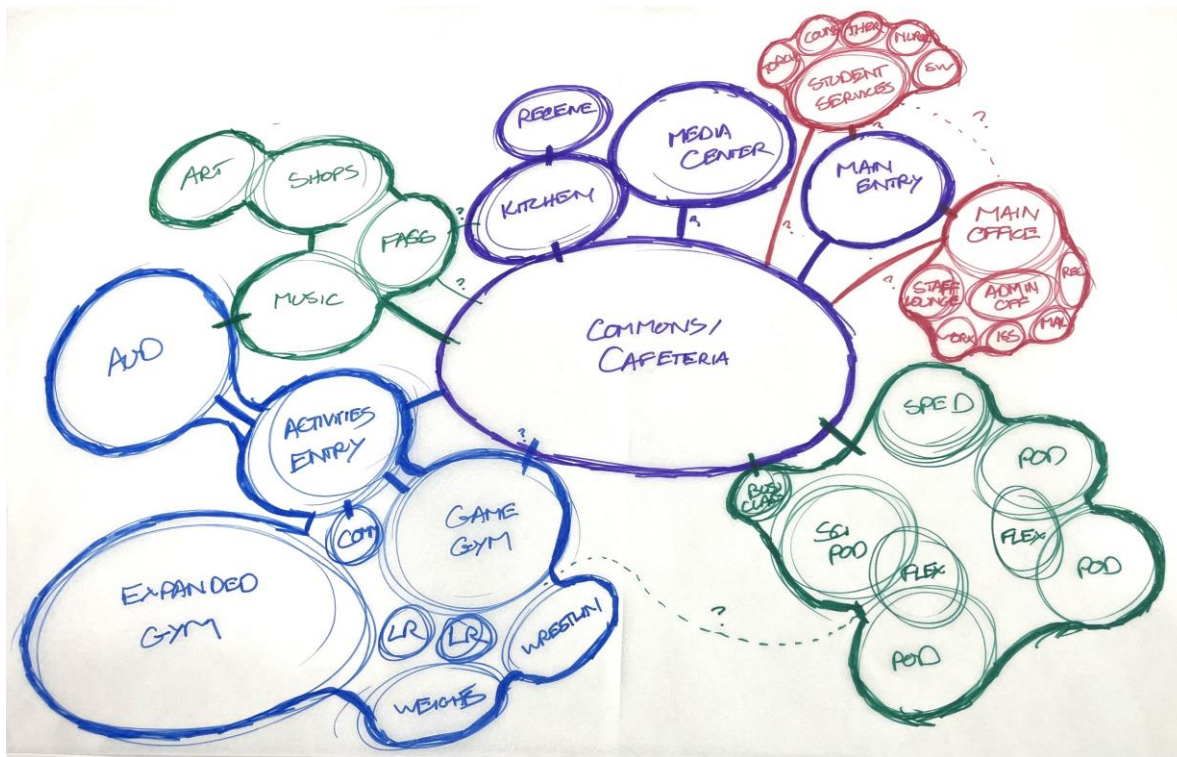
- [Solutions should] _____(insert statement)_____
- Criteria can be used publicly and needs to be clear to non-participants.
- Provides for parameters for option creation and review.

Diagram Evolution



REIMAGINE NORTHFIELD HIGH SCHOOL

ADJACENCY DIAGRAM – MEETING 4



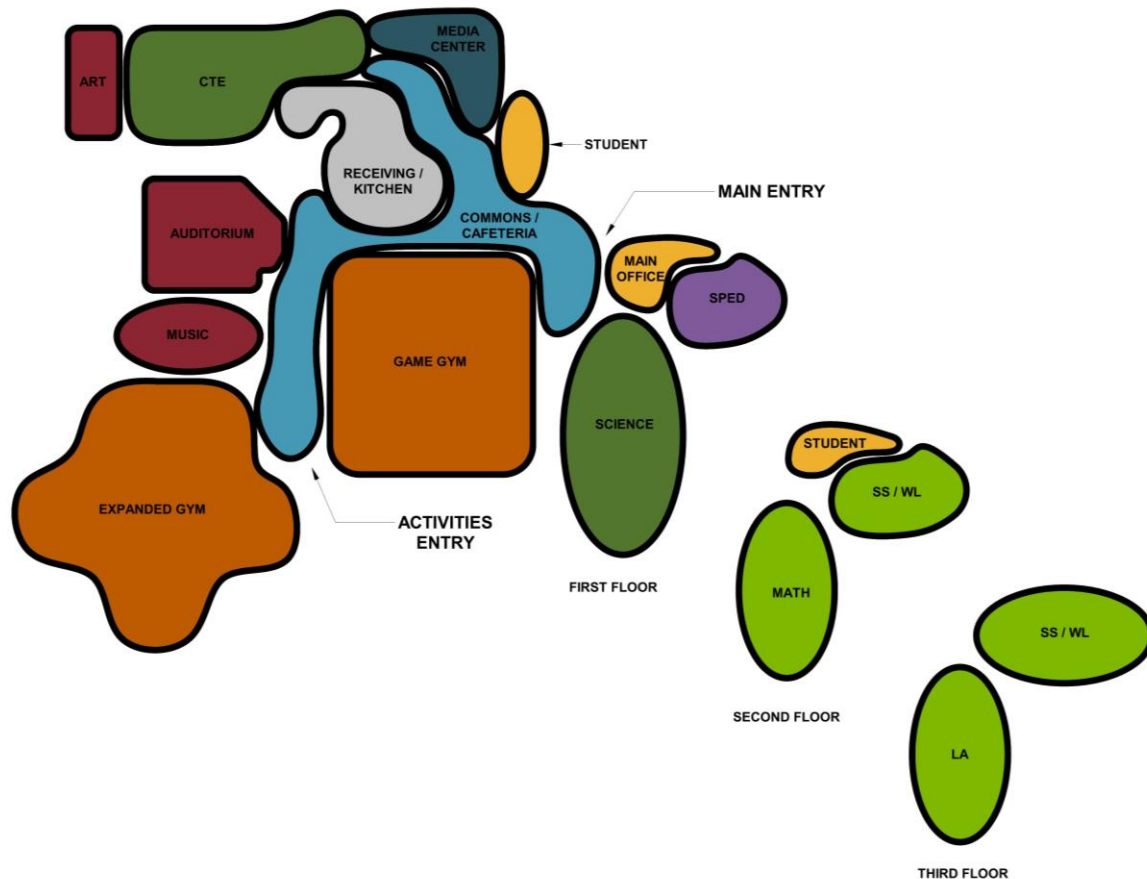




REIMAGINE NORTHFIELD HIGH SCHOOL

CONCEPT DIAGRAM – MEETING 4

- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Business
- Student Commons, Food Service
- Media Commons
- Special Education
- Auditorium, Art, Music
- Athletics / Physical Education
- Administration





REIMAGINE NORTHFIELD HIGH SCHOOL

PLAN DIAGRAM – MEETING 5

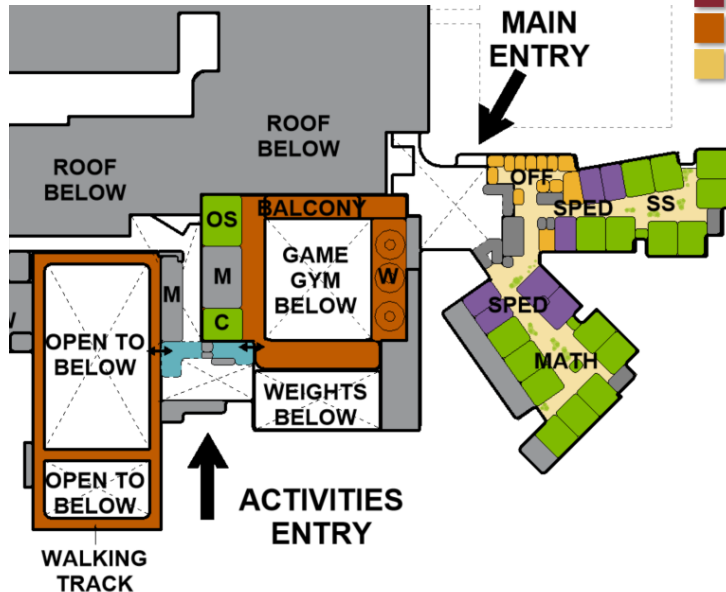
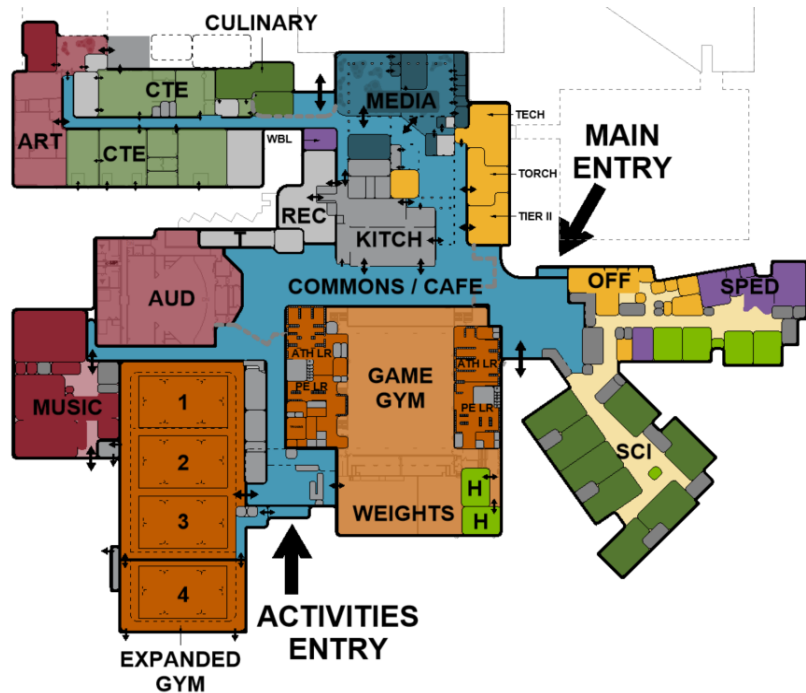
- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Business
- Student Commons, Food Service
- Media Commons
- Special Education
- Auditorium, Art, Music
- Athletics / Physical Education
- Administration





REIMAGINE NORTHFIELD HIGH SCHOOL

PLAN DIAGRAM – OVERALL PLANS

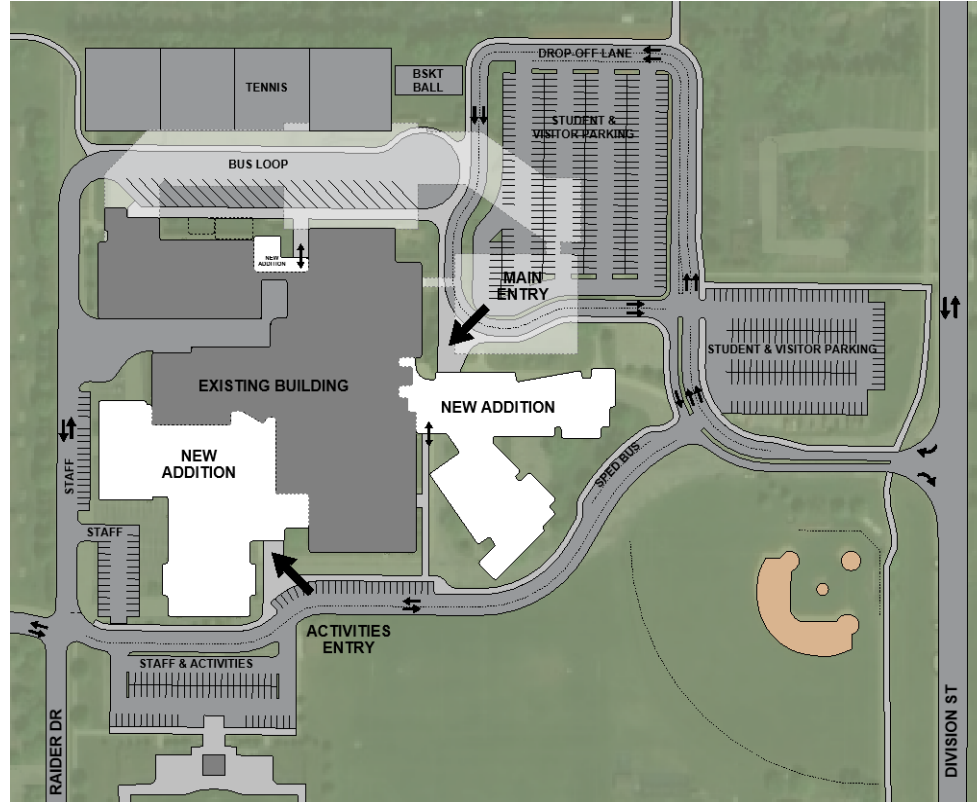


- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Business
- Student Commons, Food Service
- Media Commons
- Special Education
- Auditorium, Art, Music
- Athletics / Physical Education
- Administration



REIMAGINE NORTHFIELD HIGH SCHOOL

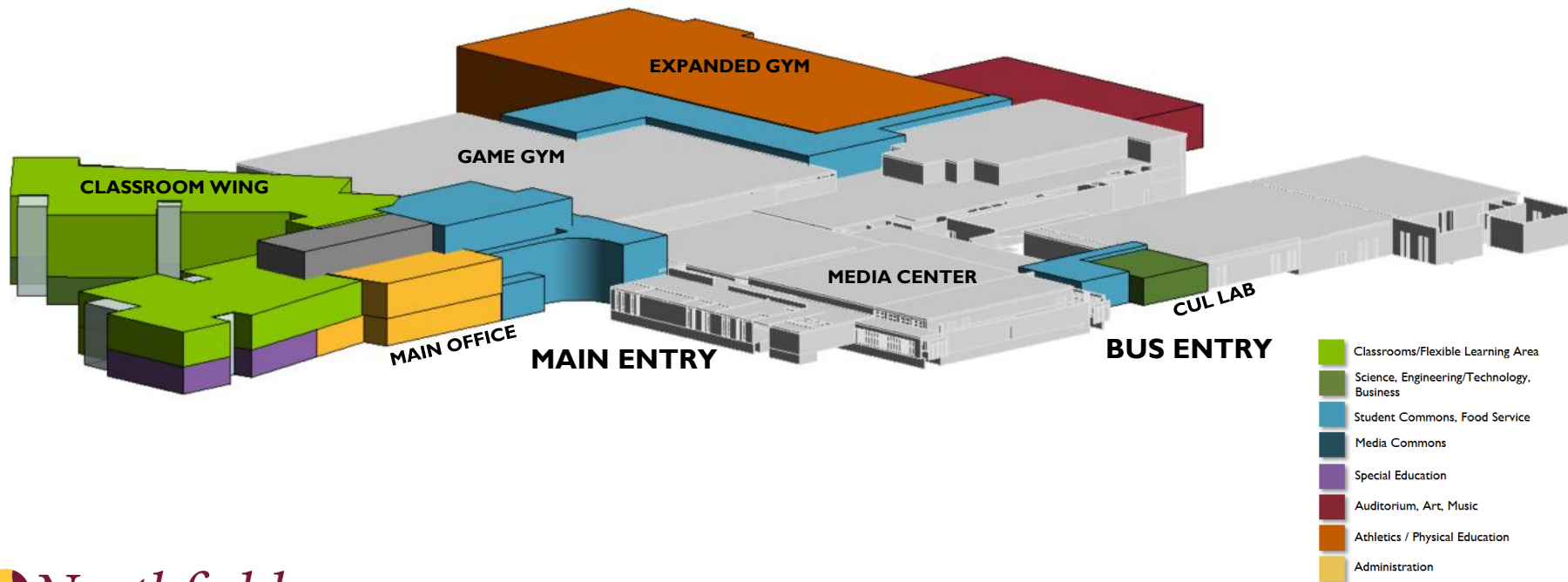
PLAN DIAGRAM – SITE PLAN





REIMAGINE NORTHFIELD HIGH SCHOOL

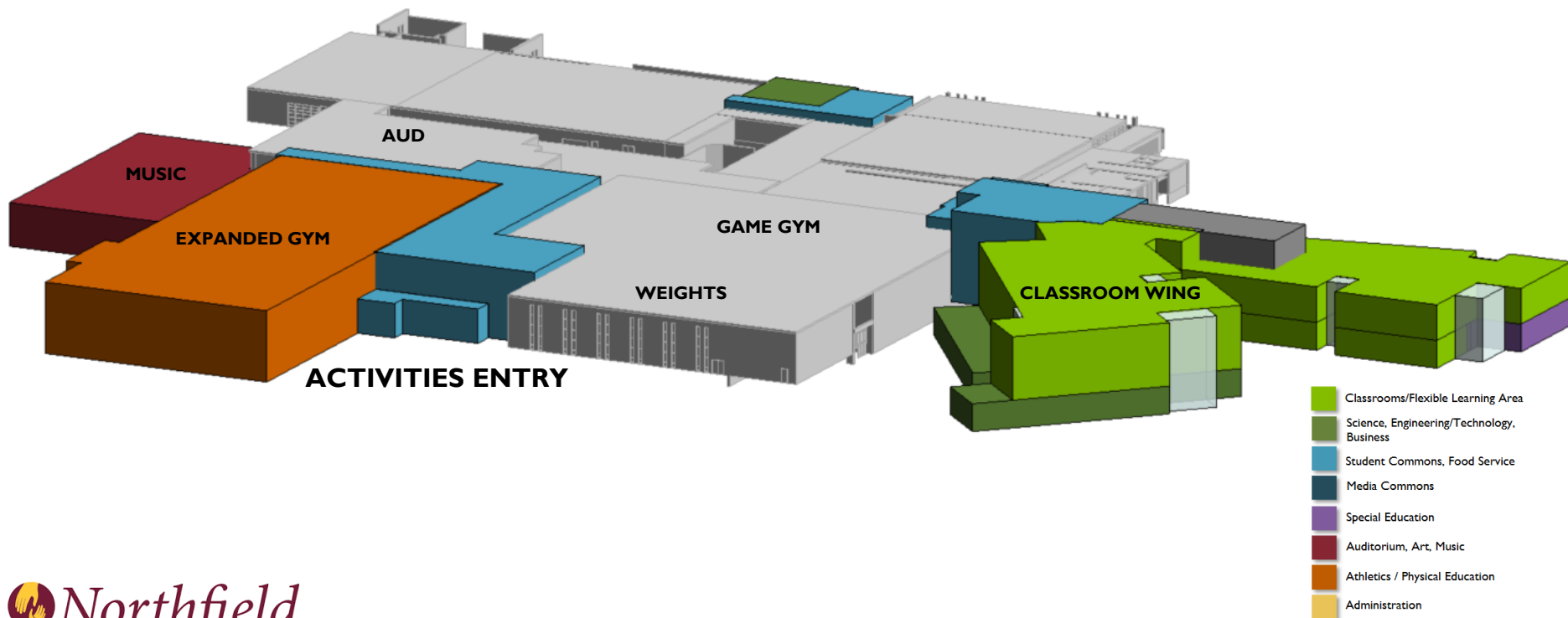
BUILDING MASSING





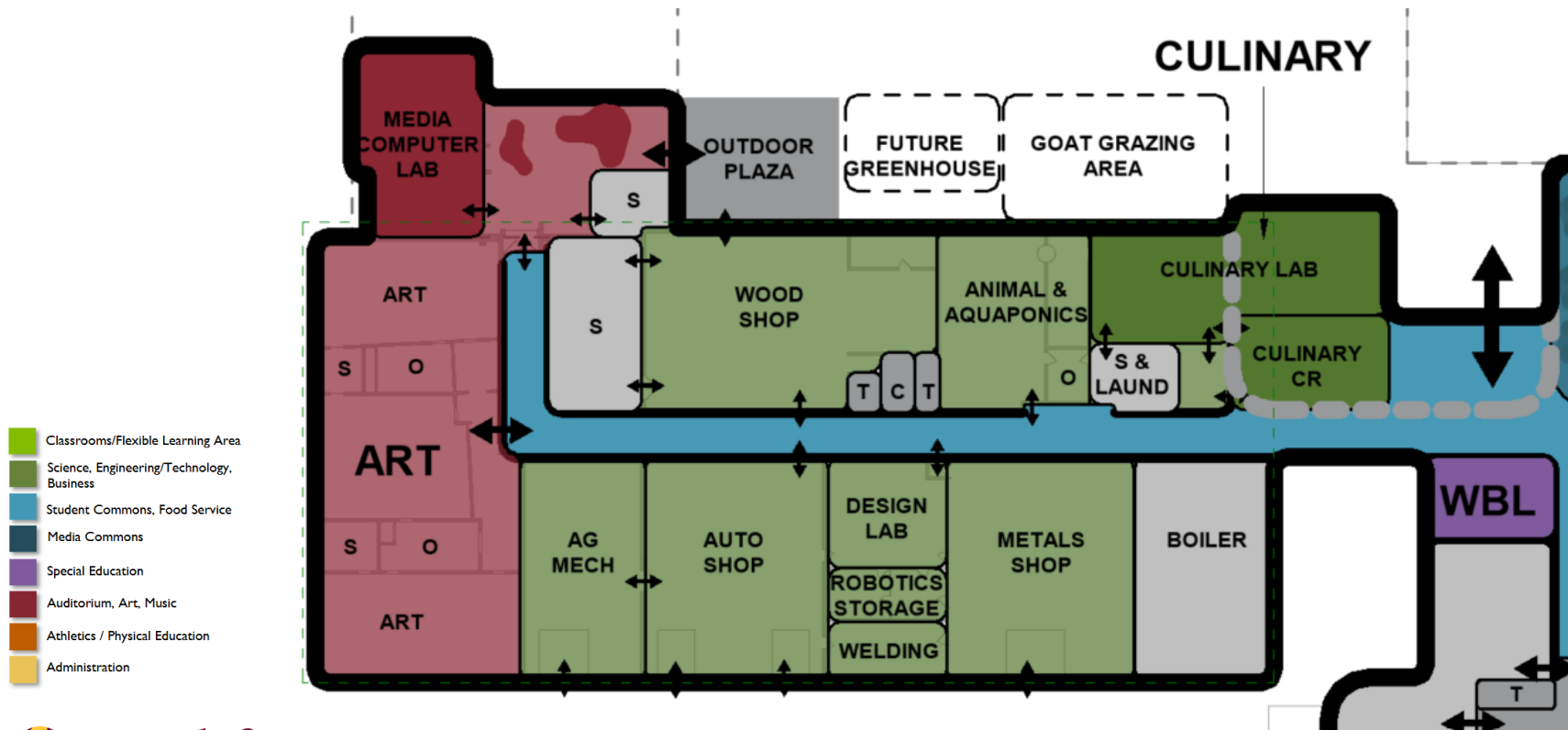
REIMAGINE NORTHFIELD HIGH SCHOOL

BUILDING MASSING





REIMAGINE NORTHFIELD HIGH SCHOOL PLAN DIAGRAM – ART/CTE/MEDIA CENTER

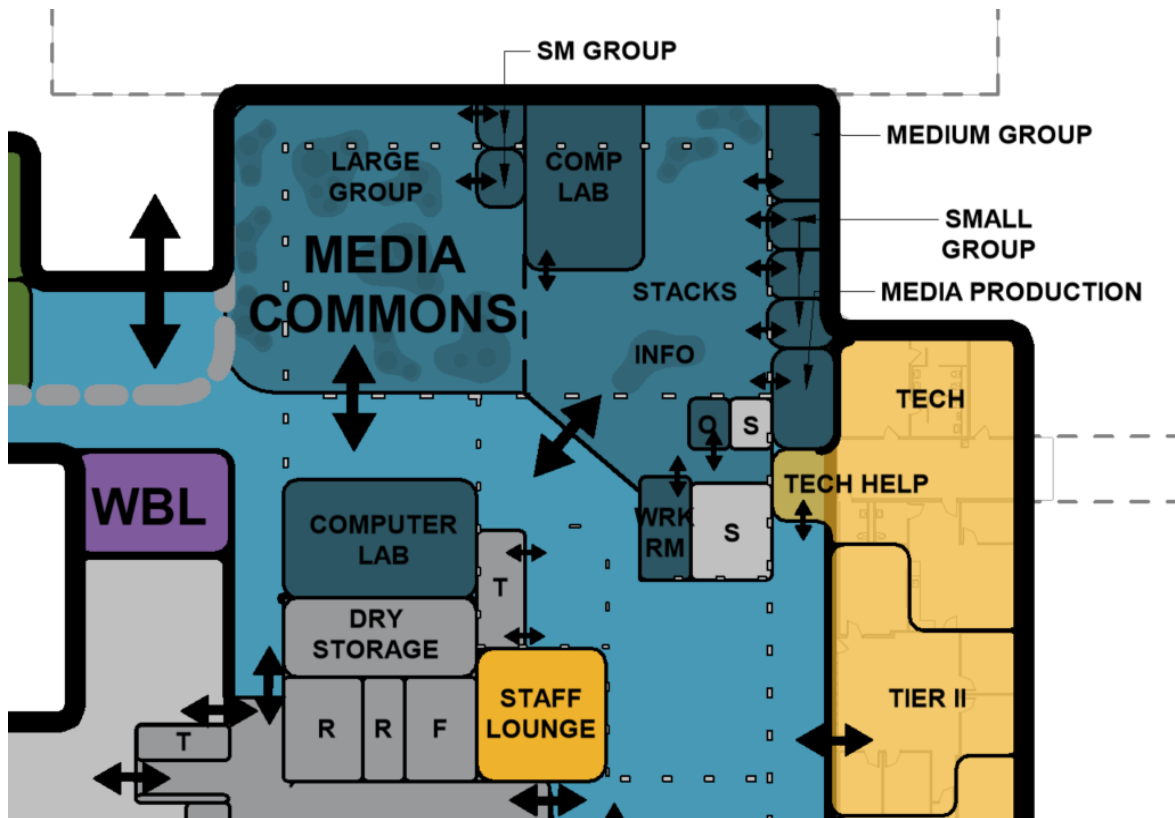




REIMAGINE NORTHFIELD HIGH SCHOOL

PLAN DIAGRAM – MEDIA CENTER

- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Business
- Student Commons, Food Service
- Media Commons
- Special Education
- Auditorium, Art, Music
- Athletics / Physical Education
- Administration

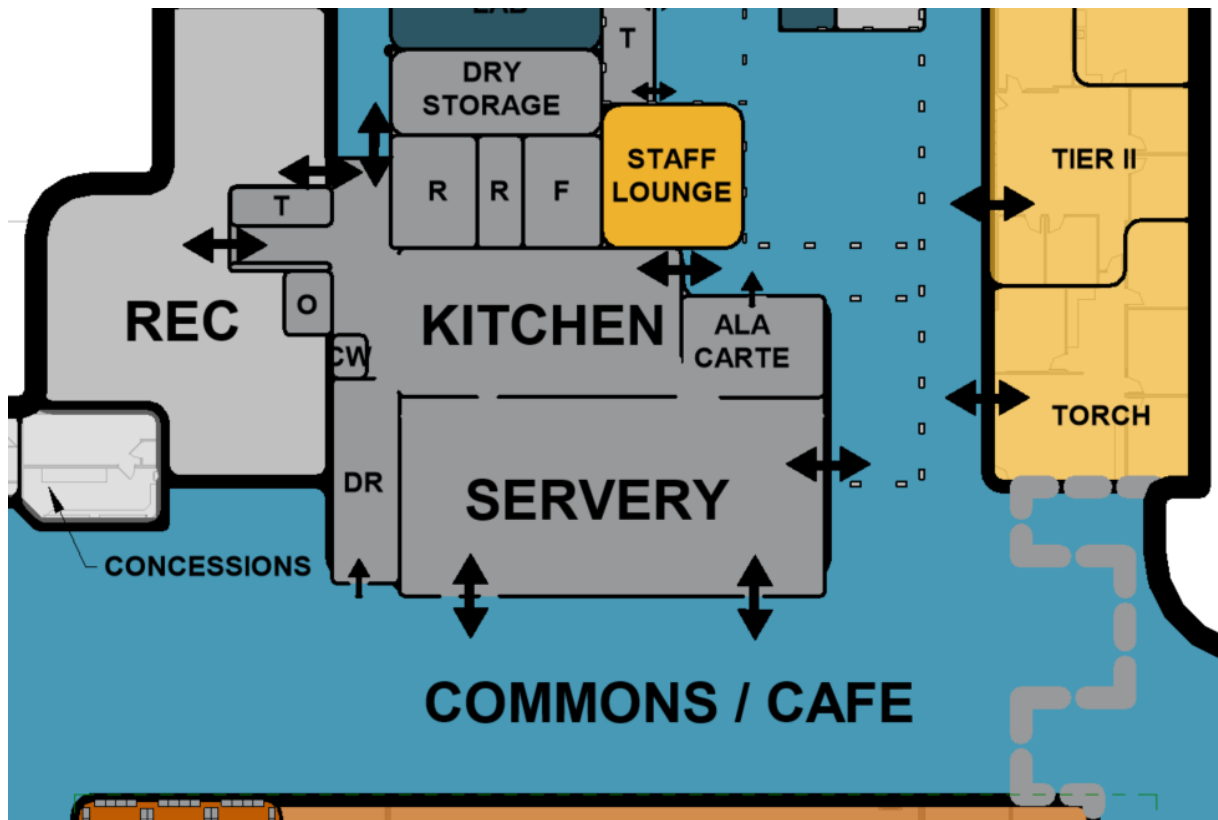




REIMAGINE NORTHFIELD HIGH SCHOOL

PLAN DIAGRAM – KITCHEN/CAFETERIA/COMMONS

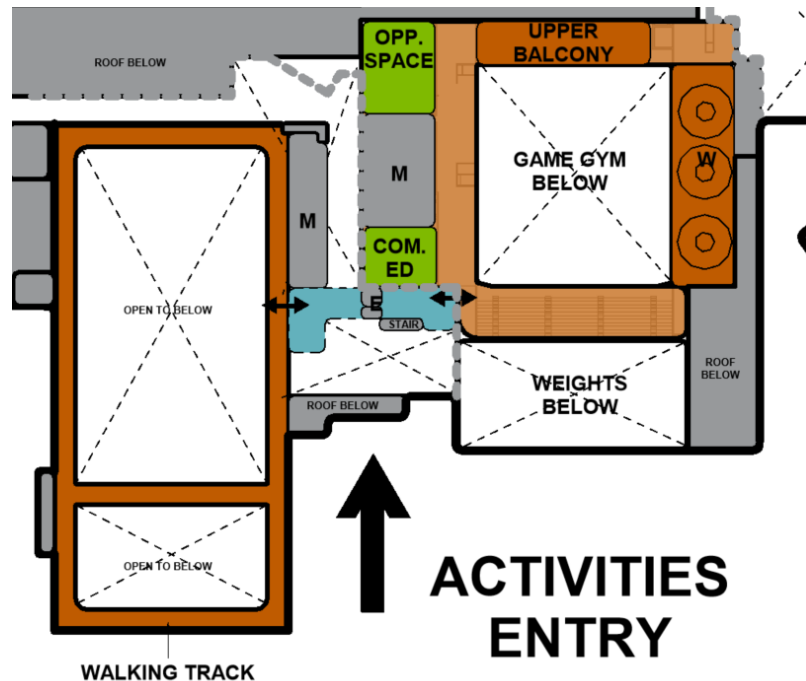
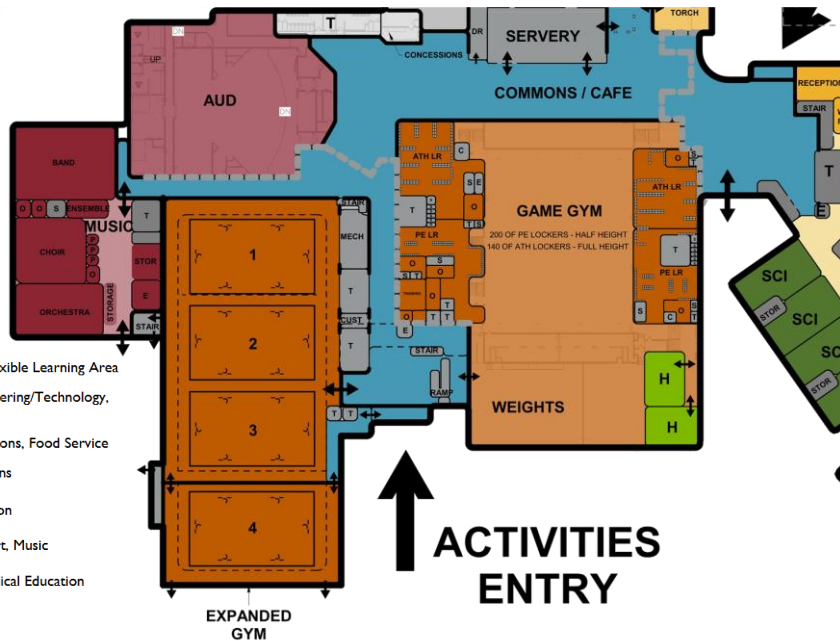
- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Business
- Student Commons, Food Service
- Media Commons
- Special Education
- Auditorium, Art, Music
- Athletics / Physical Education
- Administration





REIMAGINE NORTHFIELD HIGH SCHOOL

PLAN DIAGRAM – ACTIVITIES

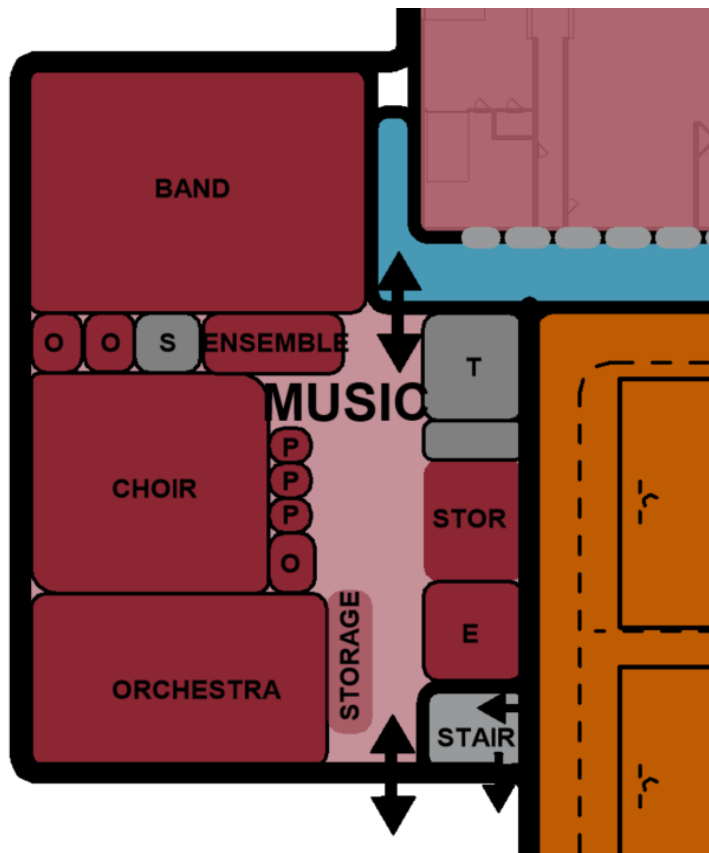




REIMAGINE NORTHFIELD HIGH SCHOOL

PLAN DIAGRAM – MUSIC

- Classrooms/Flexible Learning Area
- Science, Engineering/Technology, Business
- Student Commons, Food Service
- Media Commons
- Special Education
- Auditorium, Art, Music
- Athletics / Physical Education
- Administration





REIMAGINE NORTHFIELD HIGH SCHOOL

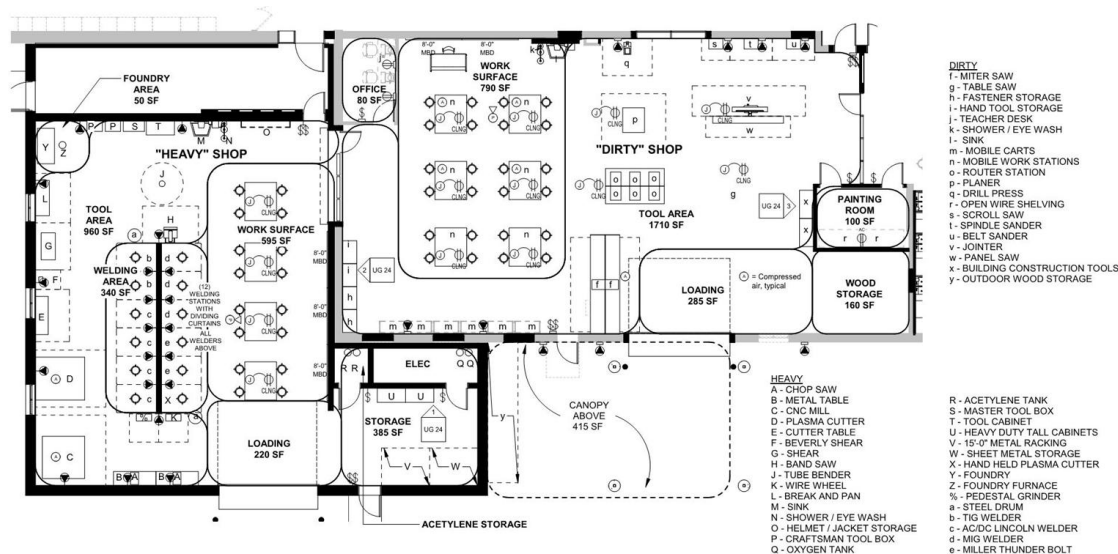
PLAN DIAGRAM – CLASSROOM PODS/OFFICE





REIMAGINE NORTHFIELD HIGH SCHOOL

NEXT PHASE OF INPUT: USER GROUPS



We listen to your teachers, volunteers, paras, & staff who understand best how their space should function.

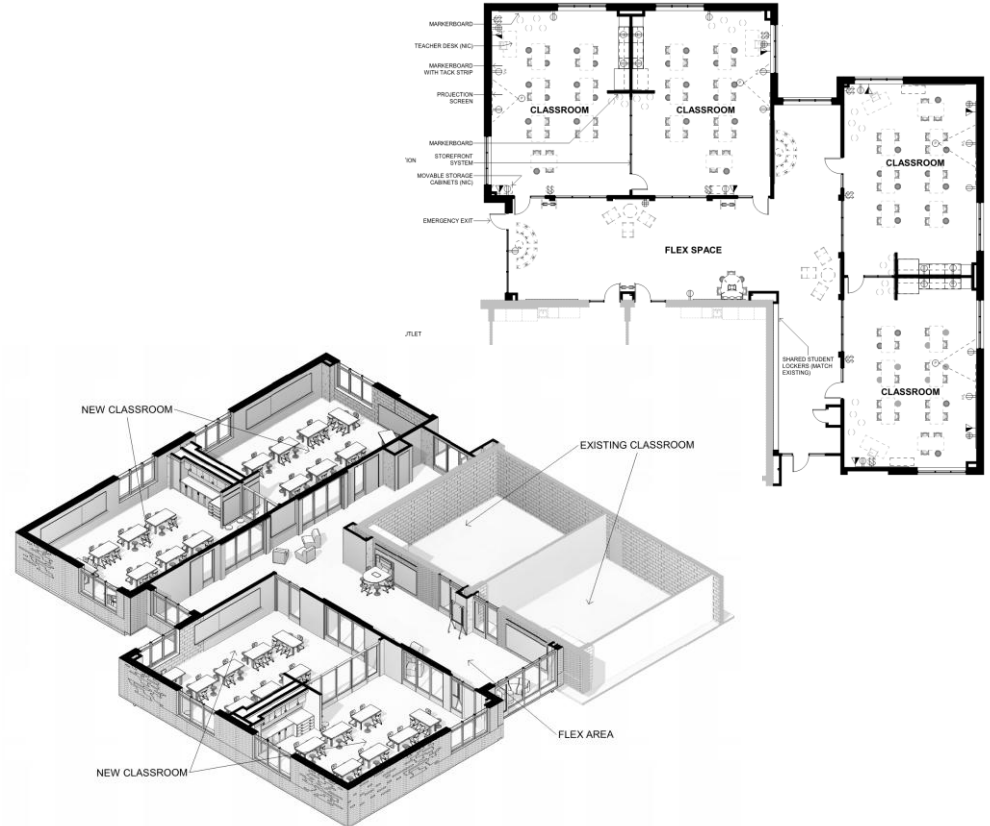


REIMAGINE NORTHFIELD HIGH SCHOOL

NEXT PHASE OF INPUT: USER GROUPS

User Group Process

- » Round 1: May 6, 8, 9
- » Round 2: Later in May
- » Any follow up: over summer
- » Any revisit topics with staff when they're back in the fall



REIMAGINE NORTHFIELD HIGH SCHOOL

PROJECT SCOPE

» **Other significant project scope items:**

- » Security – lockdown zones, reduction in exterior doors, etc.
- » Energy efficiency with various HVAC upgrades/replacement and inclusion of geothermal
- » Replacement of lighting and ceiling tiles
- » Fix remaining uninsulated walls
- » Replace remaining single-pane windows
- » Locker rooms (major renovation)
- » Auditorium upgrades (rigging, sound, etc)
- » Flexible furniture

REIMAGINE NORTHFIELD HIGH SCHOOL

NEXT STEPS

- » **Design Development:** May through September 2025
 - » User Groups
 - » Submittal to City
 - » 3D Renderings and Materials
 - » Update to School Board TBD October 2025
- » **Construction Documents:** send out for bid in late Feb/early March 2026
 - » Submittal to State for Plan / Plumbing Review
 - » Bidding and permits, materials procurement
 - » Update to School Board January or February 2026
- » **Construction:** Summer 2026 through Summer 2029 (in phases)

QUESTIONS?

THANK YOU TO THE CORE PLANNING GROUP & SUBCOMMITTEE!

Classroom Wing, main office, etc = 100'-0"

Expanded Gym & associated entry = 94'-8"???

Need ramps/stairs to navigate to 97'-4" and 100'-0"

Music = ? Same level as stage?

FACS/Northern Commons = 100'-0"

REIMAGINE NORTHFIELD HIGH SCHOOL

GUIDING PRINCIPLES

- The design should intentionally incorporate natural lighting to create warm and inviting spaces.
- The building layout should be intuitive, with clear navigation and appropriate signage for ease of wayfinding through the building.
- The building circulation should be sized appropriately to allow for easy navigation during passing times.
- The design of the building should be open and welcoming while considering sightlines/supervision.
- The site should be accessible and safe for all users, with a mindful flow of pedestrians, bicycles, vehicles, and bus traffic.
- The design should consider accessibility and inclusivity for all.

REIMAGINE NORTHFIELD HIGH SCHOOL

GUIDING PRINCIPLES

- The building should incorporate branding that shows school pride and celebrates the community of Northfield.
- The design should provide collaborative learning and teaching environments for staff and students.
- The building should have a welcoming and inviting entrance that is easy to identify, including on the site.
- The design should be thoughtful for future growth/expandability.
- The cafeteria should be welcoming, peaceful and be flexible to support a variety of uses.
- Technology throughout the building should be consistent and prioritize flexibility.

REIMAGINE NORTHFIELD HIGH SCHOOL

GUIDING PRINCIPLES - SUBCOMMITTEE

- The expanded gyms should allow for both school and community use.
- The design should be mindful of existing fields and maintain existing adjacencies where possible.



REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA

- The main office should be directly adjacent to the main entry to support the District's safety and security standards, with visitors checking in at the office before being allowed access to the rest of the school.
 - Attendance, Principal, Assistant Principal, and Nurse should be at the main office.
- Student services should be separate but adjacent to the main office (ideally with vertical connection) and near classrooms. Student Services should include at least: Counselors, Social Worker, Psychologist, Student Success Center, Raider Closet, HCI, space for Mental Health.
- Location of SRO should be near students, and not in the main office.
- Location of Activities Director should be near the main office, not in the main office, and close to activities.



REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA

- The design should support securing the building into zones for emergencies and to support before/after school building uses.
- The design should minimize entry points/doors to exterior (within confines of code).
- There should be a dedicated activities entrance separate from the main entry.
 - The expanded gym, game gym, and auditorium should be easy to find from this entry.
- There should be spaces in the building to accommodate different group sizes for meetings and presentations.
- All classrooms/learning spaces should have access to natural light, whether direct or borrowed.
- The design should include outdoor learning spaces.



REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA

- Classrooms should be designed to be flexible and multipurpose.
- The building should include multiple collaborative learning spaces for students to use outside of the classroom. Visibility between classrooms and collaborative pod/house space is important.
- The organization of the building should be organized to support a departmental model.
- Teacher collaboration areas should be incorporated into the design of the classroom wing.
- The design should locate Fine Arts (Art, Music, Theater) as near to each other as possible.
- Music department should be on the same level as the Auditorium and as close as possible.

REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA

- The cafeteria should have adequate space for seating and the serving line to flow without congestion.
- The design should include restrooms designed in the Inclusive model to the fullest extent allowable by code and budget.
- The design should include dedicated staff restrooms.
- There should be a variety of ways to display student work throughout the school, including display cases, digital displays and pin-up walls.
- The design should include flexible small spaces to serve a variety of uses, including meetings, mental health/wellness, prayer, etc.
- There should be space for the Raider Closet to allow students to access needed supplies accessed from the cafeteria/commons.



REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA

- The design should include lockers for 200 students thoughtfully disbursed throughout the school and in various sizes
- Health classroom space should be located near the gym that can be utilized by the public after hours.
- Shops and Culinary Arts should be located near each other.
- Business should be located near Math.
- The Media Center should be centrally accessible by classrooms.
- The Language Arts and Social Studies departments should be located near each other.
- Spaces serving Special Education Resource programs should be distributed near Math and Language Arts departments.



REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA

- Setting III spaces should be co-located and near the Administration and health services.
 - Location of Setting III programs should be near their transportation.

REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA – SUBCOMMITTEE

- There should be a dedicated activities entrance separate from the main entry.
- The expanded gym, game gym, and auditorium should be easy to find from this entry.
- Concessions should be located near the game gym, expanded gym, and auditorium.
- There should be gathering space located near the game gym, expanded gym, and auditorium.
- The expanded gym courts should all have wood athletic floor.
- The community should be able to access at least one court during the school day. Access to the walking track should be considered as well.
 - One court should be separated from the rest with a wall for acoustics and security.

REIMAGINE NORTHFIELD HIGH SCHOOL

DESIGN CRITERIA – SUBCOMMITTEE

- Locker Rooms:
 - Toileting, showering and changing should be designed with enhanced privacy in mind.
 - Team locker room layout should accommodate team meetings.
 - PE locker rooms should be designed to accommodate various groups.
 - Each locker room should have 200 PE lockers for boys and girls.
 - Each locker room should have 140 Athletic lockers for boys and girls.
- The weight room should be able to be accessed without going through other spaces.
- Each court should accommodate seating for up to 100 people in bleachers.
- Courts within the same space should be divided by a gym curtain.
- Each court should have 6 basketball hoops.

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

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

2024-25 Update:

The MN Free School Meals Program continued to provide state reimbursement to schools that participate in the National School Lunch Program and the School Breakfast Program so that students can have one breakfast and one lunch at no cost at school. The Free School Meals Program began on July 1, 2023.

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

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

What is NOT included in the MN Free School Meals Program? Single item purchases and non-reimbursable meals are not free. Some examples include: • carton of milk • snack items • second entrée • A second breakfast or a second lunch • Meals that do not meet the minimum requirements are considered non-reimbursable meals • Meals served to teachers, staff, and other adults.

Breakfast: Breakfast has been proven to positively affect learning in children in terms of behavior, cognitive, and school performance. Offering free breakfast for all students at Northfield schools ensures that every student can be ready to learn every day. Data collected through January 31, 2025 shows that during the first semester of school we served **65,267** breakfasts. This was an increase in breakfast meals by approximately 1% from the 2023-24 school year during the same time period.

Lunch: Additional data collected through January 31, 2025 shows that we have served **228,250** lunches which is an increase of approximately 2% from the 2023-24 school year during the same time period.

While the overall percent increase in breakfast and lunch participation from 23-24 to 24-25 was minimal, it is important to recognize that we have sustained the substantial increase in participation after the implementation of the MN Free School Meals Program. The increase may have been even more significant without the impact of incremental declining enrollment.

Community School: Community School is offered at all three elementary schools and the middle school. Through March 31st, we have provided 12,945 after school snacks free to all students attending this program.

Global Trends Line at the High School: In alignment with our mission to offer appealing meals, student voice and choice were prioritized in the development of a new “Global Trends” menu. After extensive taste testing and student input, culturally diverse entrees were introduced, including items such as pupusas with a side of curtido slaw, tikka masala served with naan bread, tamales, swedish meatballs and cherry blossom chicken along with favorites such as orange chicken, general tso’s and our burrito bowl. This was a win-win for students and the department. We have seen increased lunch participation and students were able to have a voice in their lunch options.

Farm to School - MN Mondays at the High School: We continue each year to try and expand our farm to school program offering students access to locally and regionally grown produce and protein sources. We received a state funded Full Tray Grant in the amount of \$25,000 to purchase a new double convection oven for the high school and \$15,000 to purchase locally and regionally grown foods. Our food and equipment awards must be matched on a 1:1 basis. This year at the high school we introduced new locally produced items and featured them on our global trends line every Monday. We offered items that included Ferndale Farms turkey,

Deeply Rooted plant based crumbles in a vegetarian chili, burgers and pizza burgers using MN Beef.

St. Olaf Environmental Studies Students Partnership: The child nutrition department partnered with St. Olaf students in the Fall and Spring semesters completing an academic civic engagement (ACE) project. The Fall semester focused on wasted food and composting at Northfield High School. [They created this video that was shared out to students and staff.](#)

Minnesota Department of Education (MDE) Child Nutrition Review: The review ran smoothly and we did not have any findings. Commendations from our reviewer included: Outstanding attention to detail and documentation; work well together and assist each other as needed, show great dedication to the program and its continued success and growth.

District Wellness Update: MDE Commendations from our review included the comment “The Wellness Policy was complimented by both myself and a colleague; it is thorough, well-organized, and shows attention to detail. It aims to ensure that wellness is a priority for students across the district; it is well-written to outline flexibilities within reason. The food service director does a wonderful job communicating with other staff in the district to ensure that proper procedures are followed.” MDE Reviewer

2024-25 Budget Revision

The adopted budget included revenues of **\$2,550,906** and expenditures of **\$2,746,877**. Due to higher than expected food costs and a revised revenue forecast with actual participation, as well as the actual reimbursement rates that were shared in June of 2024 we recommend the revised budget include revenues of **\$2,864,620** and expenditures of **\$3,096,321**. This represents an increase in both revenues and expenditures over the adopted budget. The increase in expenditures outpaced the increase in revenues, resulting in a lower fund balance projection. The adopted budget anticipated ending 2024-25 at **\$817,425** and the revised budget anticipates ending at **\$781,695**.

2025-26 Proposed Budget

Revenue Assumptions: Revenue for the school year 2025-26 was calculated using data from the previous three school years' actual budgets with an emphasis on 2024-25. It is our goal to provide quality nutritious meals for all students that support their growth and development to fuel learning potential but also understand as a business operation the need to remain fiscally responsible. School Nutrition Program funds may not subsidize meals served to non-program adults. The adult meal price must be set high enough so the customer fully pays the cost of the meal. For school year 25-26 updated minimum adult meal prices and second meal prices will be available from MDE this summer once reimbursement rates are received from the USDA. We are proposing to keep adult and second lunch prices at \$5.00, unless the required minimum exceeds this amount, and increase ala carte prices by approximately 7% to keep pace with inflation. The proposed budget revenue for the school year 2025-26 is **\$2,840,324**.

Expenditure Assumptions: The primary food vendor has expressed uncertainty regarding potential food cost impacts in the upcoming year. This uncertainty stems from concerns related to proposed tariffs and the Buy American regulation mandating that effective for the 2025-26 school year, 90% of food purchases be sourced within the United States. While this requirement will necessitate enhanced tracking within the Child Nutrition Department, it has also raised concerns among manufacturers about their ability to fulfill the volume necessary to school food authorities across the country. The current Consumer Price Index (CPI) for food indicates a 2-3% increase over the past 12 months, with a higher percentage observed for meat. To ensure a conservative budget, a 7% increase in food costs is projected, and this will be monitored closely. The staffing budget is established based on the existing staffing model, forecasted with the agreed-upon contract increases. In addition, the expenditure budget includes an increase in the indirect cost chargeback from the general fund as identified in the priority-based budget process. The proposed budget expenditures for the 2025-26 school year total **\$3,325,982**.

Budget Plan: We propose a 2025-26 budget with total revenue of **\$2,840,324** and expenditures of **\$3,325,982**. Due to the above-mentioned expenses, we anticipate spending down our fund balance for the 25-26 school year. Our department's goal is to work towards maintaining 14% of expenditures to be consistent with other funds in the district. For 2025-26, 14% of our expenditures would be approximately \$465,637. Our projected fund balance is below the maximum fund balance requirement from MDE. The fund balance maximum for the school year 2025-26 should not exceed \$1,108,661 or 3 months' average operating expenditures, assuming a 9 month operating year. We are projecting to end FY26 with a fund balance of **\$296,037**.

Child Nutrition

May 12, 2025

Strategic Plan

VISION

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

Reaching Out, Reaching Up: THE 2027 STRATEGIC PLAN

VISION

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

BENCHMARKS

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

STRATEGIC COMMITMENTS



People

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



Learner Outcomes

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



Equity

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



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

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



Partnerships

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

Child Nutrition Services

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

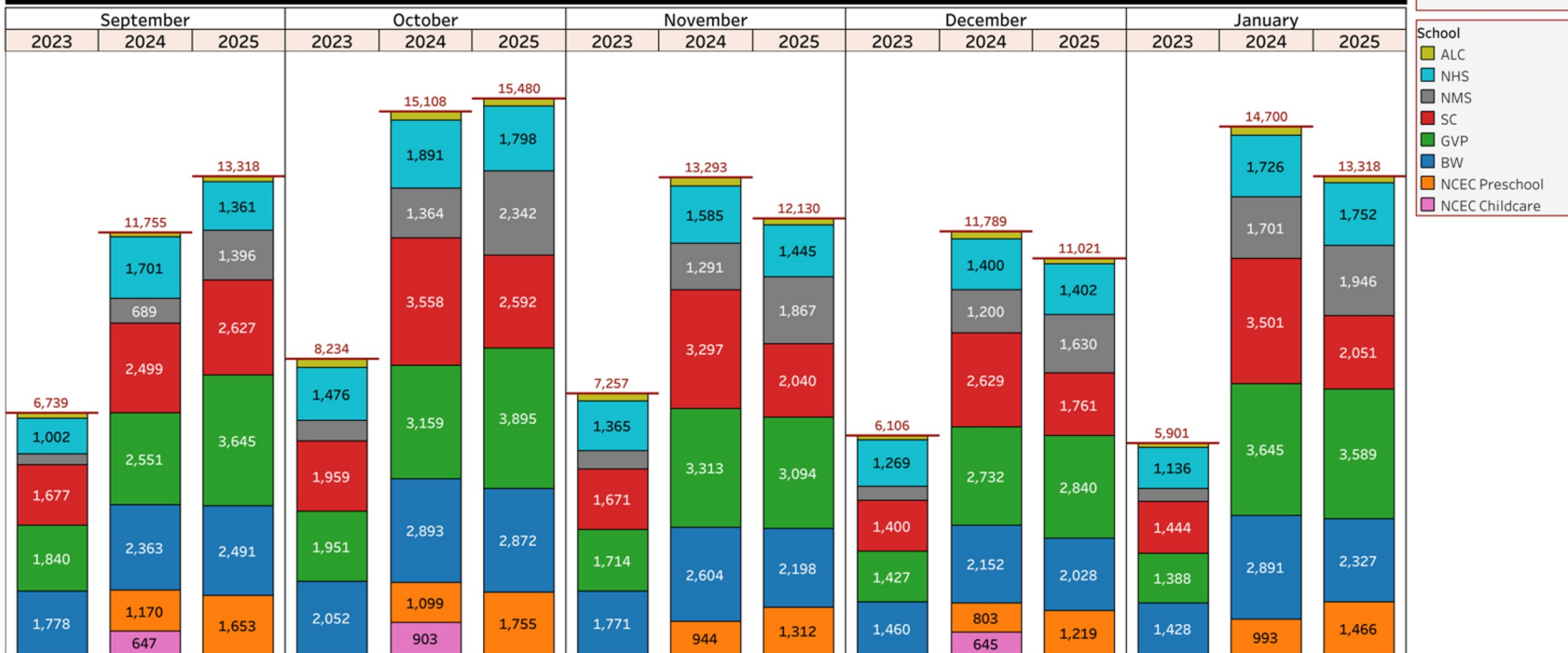


2024-25 Update



Number of Meals Served By School:
Meal Selected Using Filter on Right: **Breakfast**

Meal
● Breakfast
○ Lunch



Number of Meals Served By School:

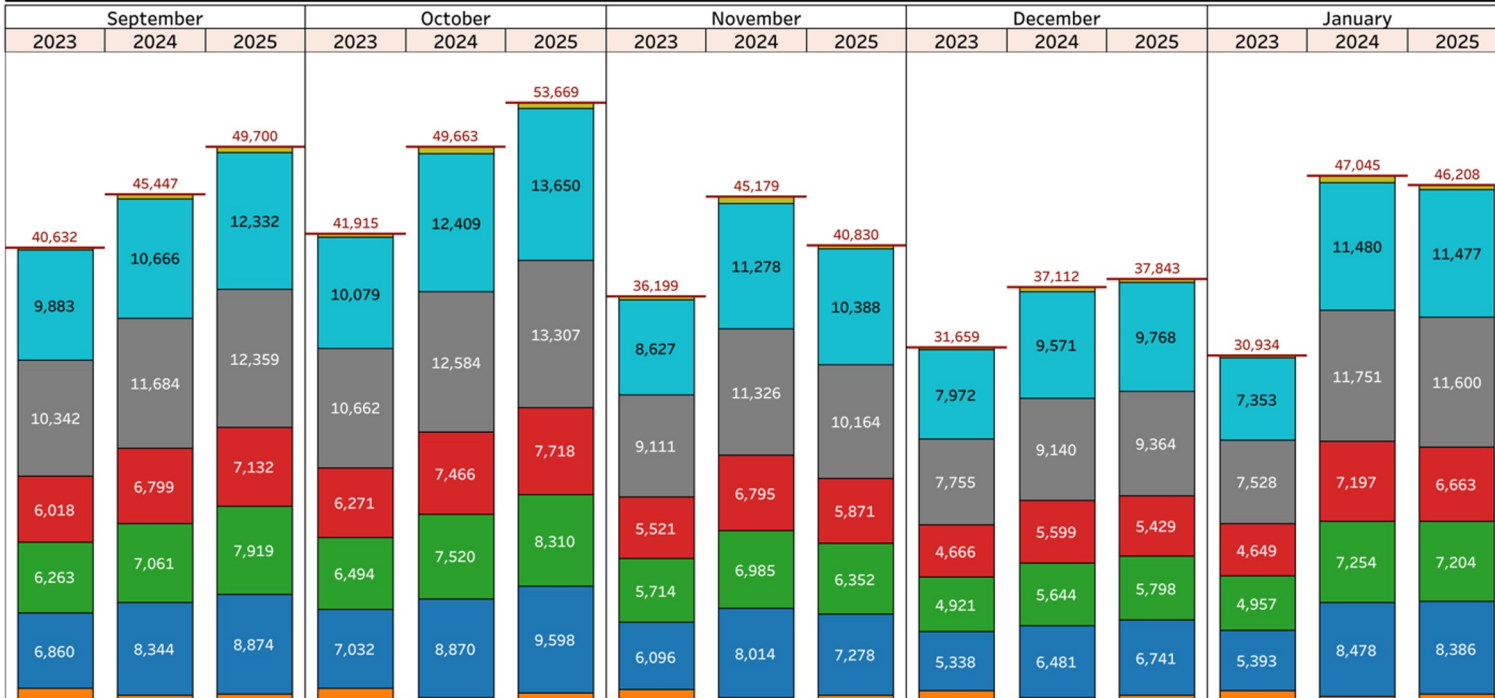
Meal Selected Using Filter on Right: **Lunch**

Meal

- Breakfast
- Lunch

School

- ALC
- NHS
- NMS
- SC
- GVP
- BW
- NCEC Preschool
- NCEC Childcare



After School Snack - Community School



Snacks served as of March 31

BW: Total: 3,620

GVP: Total: 4,439

SC: Total: 2,956

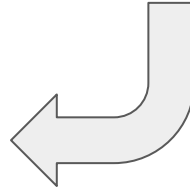
MS: Total: 1,930

Total: 12,945

Global Trends Line



Kielbasa



MN Mondays

Chicken Tikka Masala

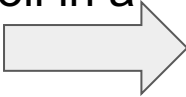
Pupusas, Tamales

Burrito Bowl Line

Cherry Blossom Chicken

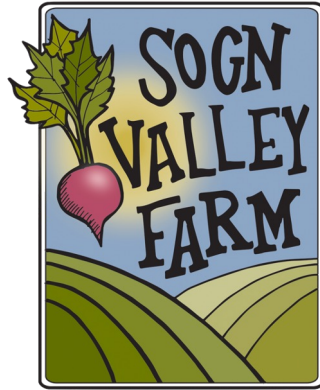
Swedish Meatballs

Egg Roll in a Bowl





Minnesota Mondays



MDE Child Nutrition Reviewer Commendations:

- Outstanding attention to detail and documentation.
- Work well together and assist each other as needed.
- Show great dedication to the program and its continued success and growth!
- The review ran smoothly, due to the commitment to excellence and learning amongst staff.





MDE Reviewer Commendations:

“The Wellness Policy was complimented by both myself and a colleague; it is thorough, well-organized, and shows attention to detail. It aims to ensure that wellness is a priority for students across the district; it is well-written to outline flexibilities within reason. The food service director does a wonderful job communicating with other staff in the district to ensure that proper procedures are followed.” MDE Reviewer

Child Nutrition

2024-25 Revised Budget
2025-26 Proposed Budget



Revenue Summary

| | 2022-23 Audit | 2023-24 Audit | 2024-25 Proposed | 2024-25 Revised | 2025-26 Proposed |
|----------------------|--------------------------|--------------------------|-----------------------------|----------------------------|-----------------------------|
| Local Sources | \$ 1,058,297 | \$ 360,099 | \$ 322,000 | \$ 344,700 | \$ 331,600 |
| State Sources | \$ 97,980 | \$ 1,310,283 | \$ 1,174,000 | \$ 1,424,000 | \$ 1,385,000 |
| Federal Sources | \$ 1,207,007 | \$ 1,233,683 | \$ 1,054,906 | \$ 1,095,920 | \$ 1,123,724 |
| Total Revenue | \$ 2,363,284 | \$ 2,904,065 | \$ 2,550,906 | \$ 2,864,620 | \$ 2,840,324 |

Expenditure Summary

| | 2022-23 Audit | 2023-24 Audit | 2024-25 Proposed | 2024-25 Revised | 2025-26 Proposed |
|---------------------------|--------------------------|--------------------------|-----------------------------|----------------------------|-----------------------------|
| Salaries and Benefits | \$ 1,206,373 | \$ 1,326,520 | \$ 1,346,051 | \$ 1,451,996 | \$ 1,535,001 |
| Purchased Services | \$ 50,042 | \$ (5,074) | \$ 66,900 | \$ 36,900 | \$ 26,900 |
| Food and Supplies | \$ 1,166,145 | \$ 1,501,179 | \$ 1,265,926 | \$ 1,557,425 | \$ 1,751,081 |
| Equipment | \$ 129,498 | \$ 5,506 | \$ 68,000 | \$ 50,000 | \$ 13,000 |
| Total Expenditures | \$ 2,552,058 | \$ 2,828,131 | \$ 2,746,877 | \$ 3,096,321 | \$ 3,325,982 |

Child Nutrition 2025-26 Proposed Budget

| | 2022-23 Audit | 2023-24 Audit | 2024-25 Proposed | 2024-25 Revised | 2025-26 Proposed |
|--------------------------------|-------------------|---------------------|---------------------|--------------------|---------------------|
| Beginning Balance | \$ 1,126,236 | \$ 937,462 | \$ 1,013,396 | \$ 1,013,396 | \$ 781,695 |
| Revenue | \$ 2,363,284 | \$ 2,904,065 | \$ 2,550,906 | \$ 2,864,620 | \$ 2,840,324 |
| Total Sources | \$ 3,489,520 | \$ 3,841,527 | \$ 3,564,302 | \$ 3,878,016 | \$ 3,622,019 |
| Expenditures | \$ 2,552,058 | \$ 2,828,131 | \$ 2,746,877 | \$ 3,096,321 | \$ 3,325,982 |
| Ending Fund Balance | \$ 937,462 | \$ 1,013,396 | \$ 817,425 | \$ 781,695 | \$ 296,037 |
| <i>Fund Balance Max</i> | \$ 1,701,372 | \$ 1,885,421 | \$ 1,831,251 | \$ 2,064,214 | \$ 1,108,661 |





**Community Education 2025-26
Preliminary Budget Presentation**
Erin Bailey, Director of Community Education
Presented to the Board on 5.12.25

2024-25 Revised Budget

| | |
|--|--------------------|
| Fund Balance as of June 30, 2024 | \$ 737,424 |
| Revenues | \$4,104,481 |
| Expenditures | <u>\$4,267,822</u> |
| Revenue over expenditures for FY 25 | \$ (163,341) |
| Projected total fund balance as of June 30, 2024 | \$ 574,083 |

2025-26 Proposed Budget

The FY 26 Community Education proposed preliminary budget was developed with input from each program area coordinator.

Timeline

1. The budget was reviewed at the April 22, 2025 meeting of the Community Education Advisory Council.
2. At the April 22, 2025 meeting, the Community Education Advisory Council voted unanimously to recommend the budget to the School Board.
3. The recommended budget will be presented to the School Board at their May 12, 2025 meeting.
4. All school district budgets will be approved at the June 9, 2025 School Board meeting.

Assumptions

The FY 26 (2025-26) Community Education proposed preliminary budget is based on the following assumptions:

Revenues

1. Slight increase in revenue for fees based on the activity in FY 25.
2. Federal childcare stabilization funds shifted to state funded. The state changed the allowable uses.
3. Voluntary Pre-K funds (General Fund).
4. Increase in adults with disabilities revenue per statute.
5. Slight decrease in pupil based formulas.

Expenditures

1. Appropriate increases in salaries, wages and insurance.
 - a. TRA Increase to 9.5% (7.1.25)
 - b. Paid Family Leave 0.44% PR Tax (1.1.26)
2. Appropriate staff support for all children.
3. Reduction of a Hand in Hand Preschool section (0.5 general education teacher FTE reduction)
4. Slight increase in chargeback from the general fund.

Community Education FY 26 Budget

| | |
|--|--------------------|
| Projected Fund Balance as of June 30, 2025 | \$ 574,083 |
| Revenues | \$4,123,775 |
| Expenditures | <u>\$4,392,457</u> |
| Revenue over expenditures for FY 26 | \$ (268,682) |
| Projected total fund balance as of June 30, 2026 | \$ 305,401 |

Additional information on the cost of reduction in fund balance.

As previously shared, Early Ventures continues to operate at a financial loss. Following last year's Community Education budget

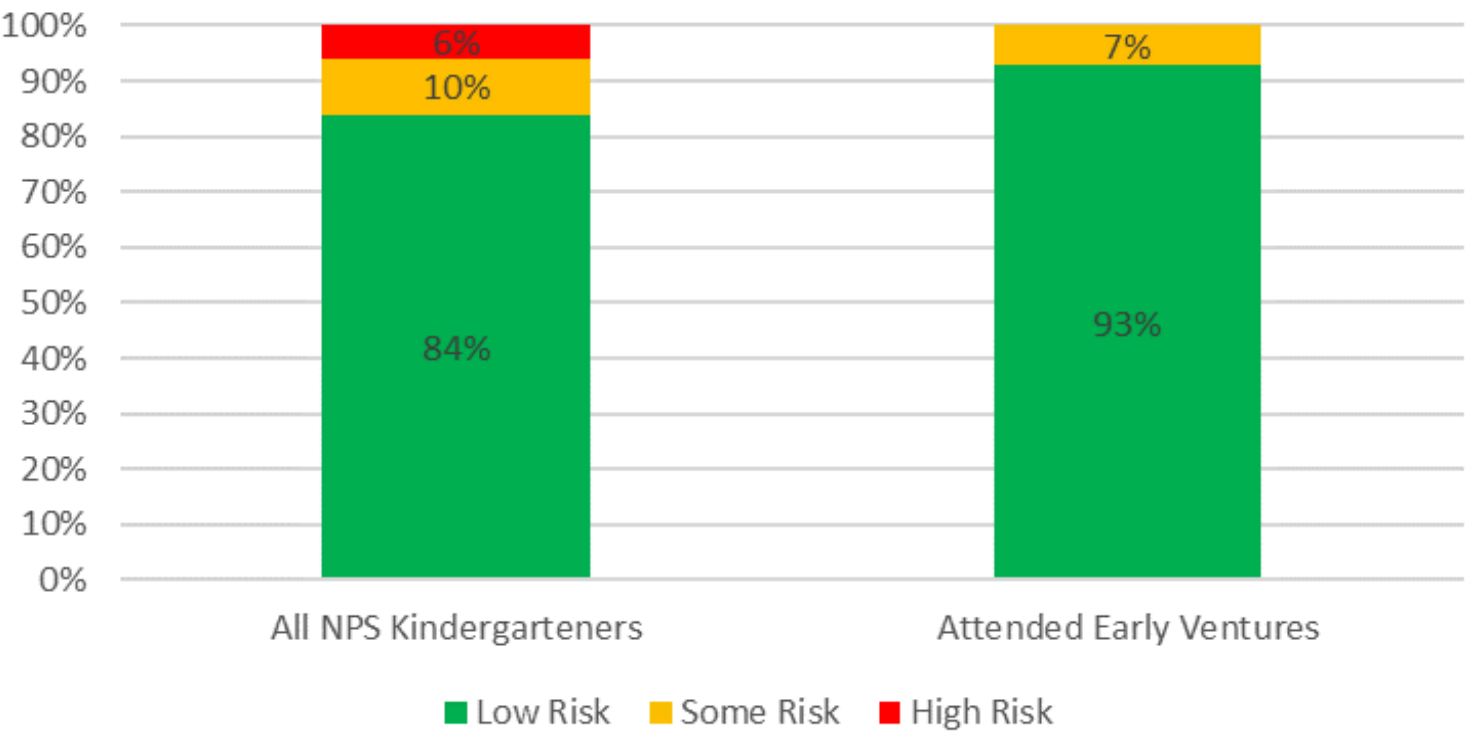
presentation, the School Board held a work session to take a deeper look into the program—an effort that is still ongoing and will require financial adjustments.

When registration opened for the upcoming school year, demand was extremely high: we could have filled a second infant and toddler classroom (with a waitlist for toddlers) within the first 15 minutes. However, space is still available in the year before Kindergarten preschool classroom for next year. This is largely due to declining enrollment, increased availability of care options for children ages 3–5 in the community, and the higher capacity of preschool rooms.

Currently, the greatest need in the community is care for infants and toddlers—where space is limited and costs are highest.

Despite these challenges, cohort-level data shows that Early Ventures remains one of the most successful programs in the Northfield community in preparing children for Kindergarten and beyond.

Fall 2024 Fastbridge Distribution



Community Education

2025-26 Preliminary Budget Presentation
May 12, 2025

Principles of Community Education

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



Community Education Program Components

Adult Learning

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

Youth Programs

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

Community Programs/Partnerships

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

Community Education Program Components

Early Childhood

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



2024-25 Budget Revision

| | 2022-23 | 2023-24 | 2024-25 | 2024-25 |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Audited | Audited | Adopted | Revised |
| Beginning Balance | \$ 780,179 | \$ 777,588 | \$ 737,424 | \$ 737,424 |
| Revenue | \$ 3,823,776 | \$ 3,945,120 | \$ 3,633,084 | \$ 4,104,481 |
| Expenditures | \$ 3,826,367 | \$ 3,985,284 | \$ 3,964,204 | \$ 4,267,822 |
| Ending Balance | \$ 777,588 | \$ 737,424 | \$ 406,304 | \$ 574,083 |
| General Community Ed | \$ 362,568 | \$ 273,618 | \$ (28,011) | \$ 83,904 |
| ECFE | \$ 359,370 | \$ 406,443 | \$ 423,565 | \$ 408,889 |
| School Readiness | \$ 6,248 | \$ 35,159 | \$ (5,478) | \$ 55,232 |
| Unreserved | \$ 49,402 | \$ 22,204 | \$ 16,228 | \$ 26,058 |
| Ending Balance | \$ 777,588 | \$ 737,424 | \$ 406,304 | \$ 574,083 |
| <i>Fund Balance Goal (14%)</i> | <i>\$ 535,691</i> | <i>\$ 557,940</i> | <i>\$ 554,989</i> | <i>\$ 597,495</i> |

Community Education Stewardship Goal

To work toward an overall fund balance that equals 14% of Community Education's operating expenses. This is approximately \$597,495 for FY25. We want to achieve this with all funds having positive balances.

Community Education FY 26 Budget Assumptions

Revenues

- Slight increase in revenue for fees based on the activity in FY 25.
- Federal childcare stabilization funds shifted to state funded. The state changed the allowable uses.
- Voluntary Pre-K funds (General Fund).
- Increase in adults with disabilities revenue per statute.
- Slight decrease in pupil based formulas.

Expenditures

- Appropriate increases in salaries, wages and insurance.
 - TRA Increase to 9.5% (7.1.25)
 - Paid Family Leave 0.44% PR Tax (1.1.26)
- Appropriate staff support for all children.
- Reduction of a Hand in Hand Preschool section (0.5 general education teacher FTE reduction)
- Slight increase in chargeback from the general fund

2025-26 Proposed Revenue

| | 2022-23 Audited | 2023-24 Audited | 2024-25 Revised | 2025-26 Proposed |
|----------------------|---------------------|---------------------|---------------------|---------------------|
| Levy | \$ 424,735 | \$ 437,070 | \$ 396,647 | \$ 412,806 |
| State Aid | \$ 394,463 | \$ 656,639 | \$ 641,016 | \$ 660,372 |
| Federal Aid | \$ 237,297 | \$ 23,889 | \$ - | \$ - |
| Local Sources | \$ 2,767,281 | \$ 2,827,522 | \$ 3,066,818 | \$ 3,050,597 |
| Total Revenue | \$ 3,823,776 | \$ 3,945,120 | \$ 4,104,481 | \$ 4,123,775 |

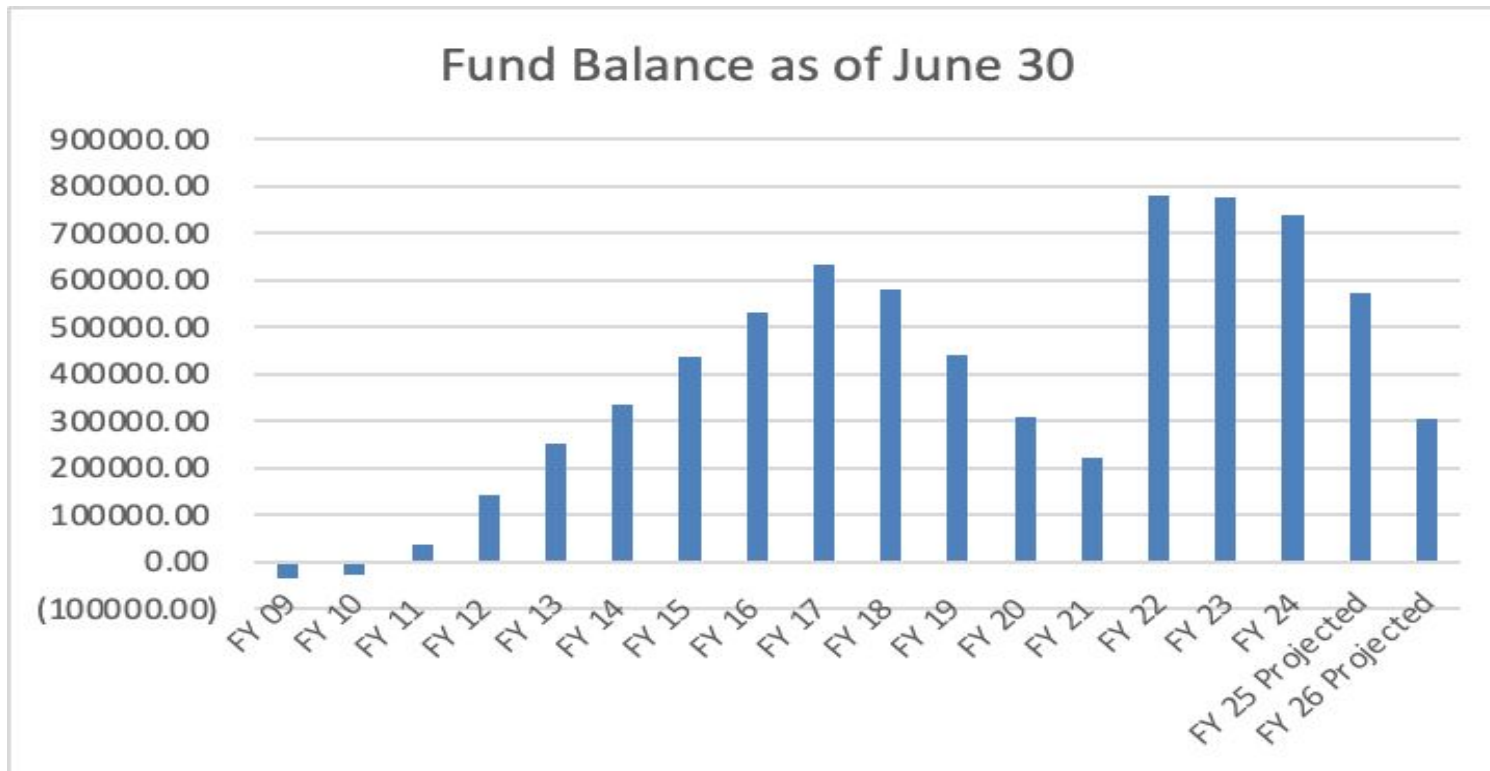
2025-26 Proposed Expenditures

| | 2022-23 Audited | 2023-24 Audited | 2024-25 Revised | 2025-26 Proposed |
|---------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|
| Salaries | \$ 2,396,727 | \$ 2,547,327 | \$ 2,747,524 | \$ 2,833,300 |
| Benefits | \$ 780,416 | \$ 840,252 | \$ 849,218 | \$ 935,503 |
| Purchased Services | \$ 522,294 | \$ 485,422 | \$ 555,511 | \$ 512,718 |
| Supplies and Dues | \$ 110,570 | \$ 112,191 | \$ 111,669 | \$ 107,035 |
| Capital and Equipment | \$ 16,360 | \$ 92 | \$ 3,900 | \$ 3,900 |
| Total Expenditures | \$ 3,826,367 | \$ 3,985,284 | \$ 4,267,822 | \$ 4,392,456 |

2025-26 Proposed Budget Summary

| | 2022-23 Audited | 2023-24 Audited | 2024-25 Revised | 2025-26 Proposed |
|--------------------------------|--------------------|--------------------|---------------------|---------------------|
| Revenue | \$ 3,823,776 | \$ 3,945,120 | \$ 4,104,481 | \$ 4,123,775 |
| Expenditures | \$ 3,826,367 | \$ 3,985,284 | \$ 4,267,822 | \$ 4,392,457 |
| Net | \$ (2,591) | \$ (40,164) | \$ (163,341) | \$ (268,682) |
| Beginning Balance | \$ 780,179 | \$ 777,588 | \$ 737,424 | \$ 574,083 |
| Ending Balance | \$ 777,588 | \$ 737,424 | \$ 574,083 | \$ 305,401 |
| General Community Ed | \$ 362,568 | \$ 273,618 | \$ 83,904 | \$ (163,799) |
| ECFE | \$ 359,370 | \$ 406,443 | \$ 408,889 | \$ 406,592 |
| School Readiness | \$ 6,248 | \$ 35,159 | \$ 55,232 | \$ 35,261 |
| Unreserved | \$ 49,402 | \$ 22,204 | \$ 26,058 | \$ 27,347 |
| Ending Balance | \$ 777,588 | \$ 737,424 | \$ 574,083 | \$ 305,401 |
| <i>Fund Balance Goal (14%)</i> | \$ 535,691 | \$ 557,940 | \$ 597,495 | \$ 614,944 |

Community Education Fund Balance History



Variables

- Actual Program Enrollments
- Fee Collection
- Student Needs

Out of School Time Support Open to All Youth

- Community School Sites and Middle School Youth Center (MSYC)
 - After School and Evening Programming at GVP Community School
 - After School Programming at MSYC, Bridgewater Community School and Spring Creek Community School
- Deliveries include STEM, Homework Help, Arts & Music, Youth Leadership, Physical Activity, Counseling Programs, Health & Wellness, Literacy, Community/Service Learning, Cultural Programs
- Highlights: Dental Clinics at all elementary sites, Oles for Opportunities, Makerspace Club and field trip to the Cannon Valley Makerspace, monthly staff trainings
- 21st Century Community Learning Center grant submitted in March 2025

Northfield Community School Participation & Attendance (as of May 5, 2025)

| <u>Attendance</u> | <u>50+ Hours</u> | <u>1+ Hour</u> |
|----------------------|---------------------|---------------------|
| BW Community School | 59 students | 181 students |
| GVP Community School | 93 students | 598 students |
| SC Community School | 70 students | 70 students |
| MSYC | 40 students | 117 students |
| Total | 262 students | 966 students |

Questions & Comments

Policy 413 HARASSMENT AND VIOLENCE

I. PURPOSE

The purpose of this policy is for the Northfield School District to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability ("Protected Class").

II. GENERAL STATEMENT OF POLICY

- A. The policy of the district is to maintain a learning and working environment free from harassment and violence based on Protected Class. The district prohibits any form of harassment or violence based on Protected Class.
- B. A violation of this policy occurs when any student, teacher, administrator or other district personnel harasses a student, teacher, administrator or other district personnel or a group of students, teachers, administrators, or other district personnel through conduct or communication based on their Protected Class, as defined by this policy and in the attached procedures. For purposes of this policy, district personnel include school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)
- C. A violation of this policy occurs when any student, teacher, administrator or other district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator or other district personnel or a group of students, teachers, administrators, or other district personnel based on a their Protected Class.
- D. The district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected Class, and to discipline or take appropriate action against any student, teacher, administrator or other district personnel found to have violated this policy.

III. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under [Minnesota Statutes Chapter 260E](#) may be applicable.
- B. Nothing in this policy will prohibit the district from taking immediate action to protect victims of alleged harassment, violence or abuse.
- C. Procedures and definitions for Policy 413 Harassment and Violence are located in [this document](#) on the district's website.

Policy 413 Harassment and Violence

Adopted: 02.28.2005; Updated 10.27.2010, 12.2014, 12.14.2020, 10.11.2021, 07.31.2024

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious and Racial Harassment and Violence Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 794 (Section 504 of the Rehabilitation Act of 1973)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational and Employment Opportunity)
MSBA/MASA Model Policy 401 (Equal Employment Opportunity)
MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)
MSBA/MASA Model Policy 403 (Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination, Grievance Procedures and Process)
MSBA/MASA Model Policy 524.2 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

Procedures for Policy 413: Harassment and Violence

I. DEFINITIONS

A. “Assault” is:

1. An act done with intent to cause fear in another of immediate bodily harm or death.
2. The intentional infliction of or attempt to inflict bodily harm upon another.
3. The threat to do bodily harm to another with present ability to carry out the threat.

B. “Harassment” prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual’s or group of individuals’ race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability when the conduct:

1. Has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual’s work or academic performance.
3. Otherwise adversely affects an individual’s employment or academic opportunities.

C. “Immediately” means as soon as possible but in no event longer than 24 hours.

D. Protected Classifications; Definitions

1. “Disability” means any condition or characteristic that renders a person a disabled person. A disabled person is any person who:
 - a. Has a physical, sensory, or mental impairment which materially limits one or more major life activities.
 - b. Has a record of such an impairment.
 - c. Is regarded as having such an impairment; or
 - d. Has an impairment that is episodic or in remission and would materially limit a major life activity when active.
2. “Familial status” means the condition of one or more minors having legal status or custody with:
 - a. The minor’s parent or parents or the minor’s legal guardian or guardians.
 - b. The designee of the parent or parents or guardian or guardians with the written permission of the parent or parents or guardian or guardians. Familial status also means residing with and caring for one or more individuals who lack the ability to meet essential requirements for physical health, safety, or self-care because the individual or individuals are unable to receive and evaluate information or make or communicate decisions. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
3. “Marital status” means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection

against harassment on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.

4. “National origin” means the place of birth of an individual or of any of the individual’s lineal ancestors.
 5. “Sex” includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
 6. “Sexual orientation” means to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.
 7. “Status with regard to public assistance” means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. “Remedial response” means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.

F. Sexual Harassment; Definition

1. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment, or an education.
 - b. Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual’s employment or education.
 - c. That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual’s employment or education, or creating an intimidating, hostile or offensive employment or educational environment.
2. Sexual harassment may include but is not limited to unwelcome:
 - a. Verbal harassment or abuse.
 - b. Pressure for sexual activity.
 - c. Sexually motivated or inappropriate patting, pinching or physical contact, other than necessary restraint of student(s) by teachers, administrators or other district personnel to avoid physical harm to persons or property.
 - d. Sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual’s employment or educational status.
 - e. Sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual’s employment or educational status.

- f. Behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

G. Sexual Violence; Definition.

1. Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks or breast, as well as the clothing covering these areas.
2. Sexual violence may include, but is not limited to:
 - a. Touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex.
 - b. Coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts.
 - c. Coercing, forcing or attempting to coerce or force sexual intercourse or a sexual act on another.
 - d. Threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

H. Violence; Definition.

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression or disability.

II. **REPORTING PROCEDURES**

- A. Any person who believes they have ~~he or she has~~ been the target or victim of harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability by a student, teacher, administrator or other district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator or other district personnel or group of students, teachers, administrators, or other district personnel should report the alleged acts immediately to an appropriate district official designated by this policy. A person may report conduct which may constitute harassment or violence anonymously. However, the district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the district office, but oral reports shall be considered complaints as well.
- C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a district human rights officer or to the superintendent. If the complaint

involves the building report taker, the complaint shall be made or filed directly with the superintendent or the district human rights officer by the reporting party or complainant.

- D. In Each School Building. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.
- E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. District personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- F. Upon receipt of a report, the building report taker must notify the district human rights/Title IX officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- G. In the District. The school board hereby designates the superintendent or their designee as the district human rights officer to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.
- H. The district shall conspicuously post the name of the human rights officer, including mailing address and telephone number.
- I. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- J. Use of formal reporting forms is not mandatory.

- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.
- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence or harassment or engage in an act of reprisal or intentional false reporting of violence or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence or harassment may include, but not be limited to, exclusion from district property and events and/or termination of services and/or contracts.

III. INVESTIGATION

- A. By authority of the district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by district officials or by a third party designated by the district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a

particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

- D. In addition, the district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators or other personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report shall be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

IV. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. District action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and applicable district policies and regulations.
- B. The district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the district. School officials will notify the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

V. RETALIATION OR REPRISAL

The district will discipline or take appropriate action against any student, teacher, administrator, or other district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged

harassment or violence prohibited by this policy, who testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VI. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law.

VII. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.
- B. This policy shall be given to each district employee and independent contractor who regularly interacts with students at the time of initial employment with the district.
- C. This policy shall be linked in the Student Citizenship Handbook.
- D. The superintendent or their designee will develop a method of discussing this policy with students and employees.
- E. The district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness, and/or sexual abuse prevention.
- F. The superintendent or their designee shall review this policy at least annually for compliance with state and federal law.

Procedures Policy 413 HARASSMENT AND VIOLENCE

Adopted: 02.28.2005; Updated: 10.27.2010, 05.14.2013, 12.2014, 12.14.2020, 11.08.2023; Substantive Update: 07.31.2024

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

Policy 421 GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to Northfield School District employees and school board members.

II. GENERAL STATEMENT OF POLICY

- A. The district recognizes that students, parents, and others may wish to show appreciation to school district employees. The policy of the district, however, is to discourage gift-giving to employees, and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature, with a resale value of \$5 or less. The superintendent has discretion to determine what value is “insignificant.”
- D. Teachers may accept from publishers free samples of textbooks and related teaching materials.
- E. This policy applies only to gifts given to employees where the donor’s relationship with the employee arises out of the employee’s employment with the district. It does not apply to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee’s employment with the school district.
- F. An elected or appointed member of a board, a school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift from an interested person.

III. DEFINITION

- A. “Gift” means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment, that is given without something of equal or greater value being received in return.
- B. “Interested person” means a person or a representative of a person or association that has a direct financial interest in a decision that a board member, a superintendent, a school principal, or a district school officer is authorized to make.
- C. “Financial interest” means an ownership or control in an asset which has the potential to produce a monetary return.

IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

Policy 421 Gifts to Employees

Adopted: 02.28.2005; Updated: 12.2014, 05.11.2020

Board of Education

INDEPENDENT SCHOOL DISTRICT 659

Northfield, Minnesota

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: MSBA/MASA Policy 209 (Code of Ethics)
MSBA/MASA Policy 210 (Conflict of Interest - School Board Members)
MSBA/MASA Policy 306 (administrator Code of Ethics)

Policy 422 POLICIES INCORPORATED BY REFERENCE

PURPOSE

Certain policies as contained in this policy reference manual are applicable to employees as well as to students. In order to avoid undue duplication, the Northfield School District provides notice by this section of the application and incorporation by reference of the following policies ~~that which~~ also apply to employees:

| | |
|-----------------------------|--|
| Model Policy 102 | Educational and Employment Opportunity |
| Model Policy 103 | Complaints-Students, Employee, Parents, Other Persons |
| Model Policy 206 | Public Participation in School Board Meetings/Complaints about Persons at |
| | School Board Meetings and Data Privacy Considerations |
| Model Policy 211 | Criminal or Civil Action Against School District, School Board Member, |
| | Employee or Student |
| Model Policy 305 | Policy Implementation |
| Model Policy 505 | Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees |
| Model Policy 507 | Corporal Punishment |
| Model Policy 510 | Student Activities |
| Model Policy 511 | Student Fundraising |
| Model Policy 518 | DNR-DNI Orders |
| Model Policy 519 | Interviews of Students by Outside Agencies |
| Model Policy 522 | Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process |
| Model Policy 524.2 | Acceptable Use of Technology and Telecommunications Systems by Students |
| Model Policy 535 | Service Animals in Schools |
| Model Policy 610 | Field Trips |
| Model Policy 710 | Co-curricular Transportation |
| Model Policy 802 | Disposition of Obsolete Equipment and Material |

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

Policy 422 Policies Incorporated by Reference

Adopted: 02.08.2021

Legal References: None

Cross References: None

**Policy 427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION
TEACHERS**

I. PURPOSE

The purpose of this policy is for Northfield Public Schools to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

- A. “Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.
- B. “Direct services” means special education services provided by a special education teacher or a related service professional when the services are related to instruction, including cooperative teaching.
- C. “Indirect services” means special education services provided by a special education teacher or a related service professional which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with the pupil to monitor and observe.
- D. “Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

- A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent or their designee.
- B. In determining workload limits for special education staff, the district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the district set forth in the Public Employment Labor Relations Act or in the collective bargaining agreement between the district and the special education teachers' exclusive representative.

Policy 427 Workload Limits for Certain Special Education Teachers

Adopted: 6/8/2015; Reviewed: 01.28.2021; Non-Substantive Update: 03.25.2022; INSERT DATE HERE

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

- Legal References:** Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of ~~“Direct Services,” “Indirect Services,”~~
~~“Teacher,” and “Workload”~~)
Minn. Rule 3525.2340, Subp. 4.B. (Caseloads for School-Age Educational Service Alternatives)
- Cross References:** MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)

I. PURPOSE

The district's vision is to prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society. To align with that vision, the purpose of this policy is to protect students' rights to free speech in the production of school-sponsored media and activities while balancing the district's role in supervising student publications and the operation of the Northfield School District.

II. GENERAL STATEMENT OF POLICY

~~A. The district may exercise editorial control over the style and content of student expressions in school-sponsored publications and activities.~~

~~B.~~A. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and district policies.

~~C.~~B. Students who believe their right to free expression has been unreasonably restricted in school-sponsored media or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after the review is requested.

1. Students producing school-sponsored media and activities shall be under the supervision of a faculty adviser and the school principal. School-sponsored media and activities shall be subject to the guidelines set forth below.
2. School-sponsored media may be distributed at reasonable times and locations.

III. DEFINITIONS

A. "Distribution" means the electronic or physical circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting, or displaying material in any manner, or placing materials in internal staff or student mailboxes.

B. "Material and substantial disruption" of a normal school activity means:

Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.

Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

C. “Obscene to minors” means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the salacious interest of minors of the age to whom distribution is requested;
2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct, excretory functions, or lewd exhibition; and
3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

D. “Minor” means any person under the age of eighteen (18).

E. “School activities” means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.

F. "School-sponsored media" means material that is:

1. Prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the district.
2. Distributed or generally made available to students in the school.
3. Prepared by a student journalist under the supervision of a student media adviser.

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

- G. "Student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.
- H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.

IV. GUIDELINES

- A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.
- B. Student expression in school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material:
 - 1. Is obscene to minors.
 - 2. Is defamatory.
 - 3. Is profane, harassing, threatening, or intimidating.
 - 4. Constitutes an unwarranted invasion of privacy.
 - 5. Violates federal or state law.
 - 6. Causes a material and substantial disruption of school activities.
 - 7. Is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031.
 - 8. Advertises or promotes any product or service not permitted for minors by law.
 - 9. ~~Expresses or~~ Advocates sexual, racial, or religious harassment or violence or prejudice.
 - 10. Is distributed or displayed in violation of time, place, and manner regulations.
- C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution.

- D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists. These professional standards may include, but are not limited to, efforts to assure that:
1. Participants learn whatever lessons the activity is designed to teach.
 2. Readers or listeners are not exposed to material that may be inappropriate for their level of maturity.
 3. The views of the individual speaker are not erroneously attributed to the school.
 4. The school is not associated with any position other than neutrality on matters of political controversy.
 5. The sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order.
 6. The school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

IV. TIME, PLACE AND MANNER OF DISTRIBUTION

- A. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.
- B. No one shall coerce a student or staff member to accept any publication. The district must adopt a student journalist policy consistent with Minnesota Statutes, section 121A.80 and post it on the district website.

Policy 512 School-Sponsored Student Publications and Activities

Adopted: 10.08.2007; Reviewed: 01.27.2022; Statutory Update: 10.28.2024

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References:

U. S. Const., amend. I
Morse v. Frederick, 551 U.S. 393 (2007)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F.2d 747 (8th Cir. 1987)
Minn. Stat. § 121A.03 (Model Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.80 (Student Journalism; Student Expression)

Cross References:

MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Policy 704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of Northfield Public Schools and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The school district shall maintain an inventory of its fixed assets using a fixed asset accounting system.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or designee shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district, and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS)-, with a capitalization level that equals or exceeds \$5,000. Group purchases for technology, furniture, or other equipment that is purchased as a per quantity that otherwise may be below the individual item threshold, the total threshold is \$25,000. ~~In addition,~~ ~~t~~The inventory shall specify the location of all continued abstracts showing the conveyance of the property to the school district; certificates of title showing title to the property in the school district; title insurance policies; surveys; and other property records relating to the real property of the school district.

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district to the school board.

Policy 704 Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System

Adopted: 12.08.2008; Non-Substantive Update: 10.03.2022

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

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School District)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.51 (Schoolhouse and Sites; Uses for School and Nonschool Purposes; Closings)
GASB Implementation Guide 2021-1

Cross References: MSBA/MASA Model Policy 702 (Accounting)

Policy 906 COMMUNITY NOTIFICATION OF PREDATORY OFFENDERS

I. PURPOSE

The purpose of this policy is to assist school administrators and staff members in responding to a notification by a law enforcement agency that a convicted predatory offender is moving into the Northfield School District so that they may better protect individuals in the school's care while they are on or near the school district premises or under the control of the district.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of this district to provide information to staff regarding known predatory offenders that are moving into the district so that they may monitor school premises for the safety of the school, its students, and employees. Staff will be notified as appropriate and have access to Offender Fact Sheets.
- B. The superintendent, in cooperation with appropriate school transportation officials, will evaluate bus routes and bus stops. Bus drivers will have access to Offender Fact Sheets. If necessary, bus stops may be moved if they place children in close proximity to a predatory offender who has been convicted of crimes against children of similar ages.
- C. The superintendent, in conjunction with the building principal or their designee, shall prepare or provide safety information for distribution to students regarding protecting themselves from abuse, abduction, or exploitation. The district will prepare a list of available resources. Staff will provide safety information to students on how to protect themselves against abuse, abduction, or exploitation. School officials will ask the school resource officer for assistance in providing instruction to staff and students. Additional law enforcement officials may assist the school resource officer as needed.
- D. Minnesota Statute 244.052, as amended, allows law enforcement agencies to disclose information about certain predatory offenders when they are released into the community. The information disclosed and to whom it is disclosed will depend upon their assessment of the level of risk posed by the predatory offender. (This had appeared previously in the definitions below)

III. DEFINITIONS

NOTE: Definitions are rearranged to place them in alphabetical order.

- A. ~~Minnesota Statute 244.052, as amended, allows law enforcement agencies to disclose information about certain predatory offenders when they are released into the community. The information disclosed and to whom it is disclosed will depend upon their assessment of the level of risk posed by the predatory offender.~~
- Ⓔ. A. "Criminal history conviction data" is public data on a convicted criminal which is compiled by the State Bureau of Criminal Apprehension (BCA).

~~F.~~ B. “Law enforcement agency” means the law enforcement agency having primary jurisdiction over the location where the offender expects to reside upon release.

~~D.~~ C. “Notification or Disclosure by Law Enforcement Agency”

1. Risk Level I – The local law enforcement agency may disclose certain information to other law enforcement agencies and to any victims of or witnesses to the offense committed by the offender. There will be no disclosure to school districts.
2. Risk Level II – In addition to those notified in Level I, a law enforcement agency may notify agencies and groups the offender is likely to encounter that the offender is about to move into the community and provide to those agencies and groups an Offender Fact Sheet on the offender. School districts, private schools, day care centers, and other institutions serving those likely to be victimized by the predatory offender are included in a Level II notification.
3. Risk Level III – In most cases, the local law enforcement agencies will hold a community meeting and distribute an Offender Fact Sheet with information concerning and a photograph of the soon-to-be-released Level III offender.

~~E.~~ D. “Offender Fact Sheet” is a data sheet compiled by the Department of Corrections or local law enforcement agency. The Offender Fact Sheet contains both public and private data including a photograph and physical description of the predatory offender, as well as the general location of the offender’s residence.

1. A local law enforcement agency will generally provide Offender Fact Sheets for Level II predatory offenders directly to the district.
2. Level III Offender Fact Sheets will be distributed at a community meeting conducted by the local law enforcement agency.

~~B.~~ E. “Risk Level Assessment” is the level of danger to the community as established by the Minnesota Department of Corrections following a review by a committee of experts. The level of risk assigned to a soon-to-be-released offender determines the scope of notification.

~~C.~~ F. “Risk Levels”

1. “Level I” – Risk Level I is assigned to a predatory offender whose risk assessment score indicates a low risk of reoffense.
2. “Level II” – Risk Level II is assigned to a predatory offender whose risk assessment score indicates a moderate risk of reoffense.
3. “Level III” – Risk Level III is assigned to a predatory offender whose risk assessment score indicates a high risk of reoffense.

IV. PROCEDURES

A. Level II Notification

In keeping with the statutorily designated purpose that Offender Fact Sheets are to be used by staff members to secure the school and protect individuals in the district's care while they are on or near the district's premises or under the control of the district, the district will take the following steps:

1. The superintendent shall notify the law enforcement agencies within the district that all appropriate Level II and Level III notifications are to be provided at least to the superintendent of schools.
2. Upon notification of the release of a Level II predatory offender, the superintendent shall forward the Offender Fact Sheet to all building principals and district administrators. This would include transportation, food service and buildings and grounds supervisors. Additionally, notification includes any contracted transportation service.
3. Principals of schools in close proximity to the Level II predatory offender's residence shall meet with staff and show the Offender Fact Sheet to persons within the buildings who supervise students or who would be in a position to observe if the Level II offender was in or around the school. This includes, but is not limited to, administrators, teachers, coaches, paraprofessionals, custodians, clerical and office workers, food service workers, volunteers, and transportation providers.
4. The district shall request criminal history conviction data on the Level II predatory offender from its local law enforcement agency. On a case-by-case basis, the superintendent may determine whether to send a letter to parents with general information regarding release of the Level II offender and a copy of the criminal history conviction data that the district obtained from its local law enforcement agency. The offender fact sheet contains data classified as private or not public under Minnesota law and may only be distributed to parents, students, or others outside the district if it determines the release is for the purpose of securing the schools and protecting individuals under the district's care while they are on or near school premises.
5. The building administrator shall cause the Offender Fact Sheet to be posted in each building in an area accessible to staff and employees but not the general public unless a determination has been made that public posting will help secure the school or protect students.
6. The district shall not distribute or provide access to Level II Offender Fact Sheets to parents, students, or others outside the district unless a determination has been made that dissemination of the data will help secure the school or protect students.

B. Level III Notification

1. The superintendent shall notify the law enforcement agencies within the district that all Level III notifications of community meetings are to be provided to the superintendent of schools.
2. When a Level III predatory offender is released into a community, generally the local law enforcement agency will notify the district of the time and location of

the community meeting at which the Level III Offender Fact Sheet will be distributed to the community.

3. When the district receives this information, the superintendent shall determine on a case-by-case basis whether the district will notify parents and students of the time, date, and location of the community meeting.
4. When notified of a Level III predatory offender community meeting the superintendent or their designee shall attend the community notification meeting.
5. When the district receives information that a Level III predatory offender is moving into the district, in addition to following the procedures specified above, the district shall follow the procedures outlined for a Level II notification.
6. If the predatory offender is participating in programs offered by the district that require or allow the person to interact with children other than the person's children, the superintendent shall notify parents of children in the district of the contents of the Offender Fact Sheet.

Policy 906 Community Notification of Predatory Offenders

Adopted: 12.08.2008; Reviewed: 07.01.2019; Updated: 01.22.2024

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 244.052 (Predatory Offenders; Notice)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 U.S.C. 20901 *et seq.* (Jacob Wetterling, Megan Nicole Kanka, and Pam Lychner Sex Offender Registration and Notification Program)
Department of Administration Advisory Opinion: 98-004

Cross References: MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

April 28, 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: Butler, Epstein, Goerwitz, Gonzalez-George, Nelson, and Quinnell. Absent: Miller. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.
2. Agenda Approval/Table File
On a motion by Quinnell, seconded by Goerwitz, the board approved the agenda.
3. Public Comment
There was no public comment.
4. Announcements and Recognitions
 - a. None
5. Items for Discussion and Reports
 - a. None
6. Committee Reports
 - a. Ad Hoc Committee Report. Board members Gonzalez-George, Nelson and Quinnell provided an update on the work completed by the ad hoc committee, who was reviewing the process used to evaluate the superintendent.
 - b. Northfield Forward Report. Board member Butler provided an update on Northfield Forward.
7. Consent Agenda
On a motion by Butler, seconded by Nelson, the board approved the consent agenda
 - a. Minutes. Minutes of the regular school board meeting held on April 14, 2025.
 - b. Gift Agreements. Gift agreements included in the board packet.
 - c. Overnight Field Trip Requests.
 - i. Northfield High School Soccer Coach Elle Kingsley requested 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 requested 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 requested 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.
23. Brooke Bevans, 1.0 FTE Long Term Substitute Second Grade Teacher at Bridgewater, beginning 8/25/2025-12/5/2025. MA, Step 2 - Subject to change upon the settlement of the 25-27 NEA Agreement.
24. Seth Buckmeier, Summer Student KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Student Site Assist. Step 1-\$15.66/hr.
25. Jordan Defries, Summer Student KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/1/2025-8/29/2025. Student Site Assist. Step 1-\$15.66/hr.
26. Emilie Englert, Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Site Assist. Step 2-\$18.43/hr.
27. Miriel Ennis, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 1-\$14.50/hr.
28. Madison Hansen, Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Site Assist. Step 1-\$17.80/hr.
29. Meryl Harmelink, Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Site Assist. Step 1-\$17.80/hr.
30. Allyson Herrley, Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Site Assist. Step 1-\$17.80/hr.
31. Laura Holman, Summer KidVentures Site Assistant for up to 40 hours/week at Greenvale Park and Bridgewater, beginning 5/19/2025-8/29/2025. Site Assist. Step 1-\$17.80/hr.
32. Katherine LaCanne, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$14.76/hr.
33. Thomas Lichty, 1.0 FTE Special Ed EBD Teacher at the High School, beginning 8/25/2025. MA, Step 7 - Subject to change upon the settlement of the 25-27 NEA Agreement.
34. Evan Loe, Summer Site Supervisor with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 5-\$17.61/hr.
35. Anthony Mathison, .60 FTE Long Term Substitute Physical Education Teacher, beginning 8/25/2025-10/10/2025. MA, Step 10 - Subject to change upon the settlement of the 25-27 NEA Agreement.
36. Edith McLaughlin, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 2-\$15.80/hr.

37. Katerina Middeldorp, Fall Play/Musical Director for 2-3 hours/day 5-6 days/week at the High School, beginning 8/11/2025. \$4,990 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
 38. Hannah Misgen, Summer KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Site Assist. Step 2-\$18.43/hr.
 39. Allison Santoyo Hernandez, Summer Student KidVentures Site Assistant for up to 40 hours/week at Bridgewater, beginning 6/2/2025-8/29/2025. Student Site Assist. Step 1-\$15.66/hr.
 40. Isabella Townley, Summer Student KidVentures Site Assistant for up to 40 hours/week at Greenvale Park and Bridgewater, beginning 4/29/2025. Student Site Assist. Step 1-\$15.66/hr.
 41. Henry Vrtis, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 4-\$16.32/hr.
 42. Hayden Wahlstrom, 1.0 FTE Band Teacher at the High School, beginning 8/25/2025. BA, Step 4 - Subject to change upon the settlement of the 25-27 NEA Agreement.
 43. Calvin Weis, Summer Targeted Services Site Assistant 6.5 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/16/2025-8/8/2025. Step 3-\$19.06/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.
 16. Mary Boyum, Special Ed EA at Spring Creek, add ESY Special Education EA for up to 5.50 hours/day Mon.-Fri. at Greenvale Park, effective 6/26/2025-7/18/2025.
 17. Taylor Choudek, Early Childhood General Ed Teacher at the NCEC, add ESY Early Childhood Special Education Teacher for 3.75 hours/day Mon.-Fri. at the NCEC, effective 6/28/2025-7/25/2025. Lane/Step.
 18. Ashley Douglas, EA at Bridgewater, add Summer Targeted Services Site Assistant for 6.5 hours/day at Greenvale Park, effective 6/16/2025-8/8/2025. Step 4-\$19.71/hr. Will also be a sub club leader as needed.
 19. Jenny Jones, Teacher at the Middle School, add Summer Targeted Services Teacher for 5.50 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
 20. Alisa Larsen, Special Ed EA at the NCEC, add ESY Special Education EA for up to 3.50 hours/day Mon.-Fri. at the NCEC, effective 6/26/2025-7/25/2025.
 21. Edith McLaughlin, 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.
 22. Kim Norton, Special Ed EA at the NCEC, add ESY Special Education EA for up to 3.50 hours/day Mon.-Fri. at the NCEC, effective 6/26/2025-7/25/2025.

23. Kyle Roth, Early Childhood Special Education Teacher at the NCEC, add ESY Special Education Teacher for 3.75 hours/day Mon.-Fri. at the NCEC, effective 6/26/2025-7/25/2025. Lane/Step
 24. Laura Talbot-Peterson, Teacher at the Middle School, add Summer Targeted Services Teacher for 5.50 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, effective 6/16/2025-8/8/2025. \$40/hr.
 25. Henry Vrtis, Summer Instructor or Swim Lead with Community Ed Recreation, add Site Supervisor with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 4-\$17.35/hr.
 26. Henry Vrtis, Summer Instructor or Swim Lead with Community Ed Recreation, add KidVentures Site Assistant for 20 hours/week at Bridgewater, effective 6/5/2025-8/29/2025. Step 1-\$17.80/hr.
 27. Deb Wagner, Special Ed EA for 7 hours/day at Bridgewater, change to Special Ed EA for 6.92 hours/day and Bus EA for 2.33 hours/day at Bridgewater, effective 4/28/2025-6/6/2025.
- 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.
 5. Kimberly Seaberg, Office Specialist at Bridgewater, resignation effective 5/8/2025.
 6. Sarah VanSickle, Targeted Services Coordinator with Community Education, resignation effective 5/23/2025.

*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 Activities Package Reductions. On a motion by Goerwitz, seconded by Epstein, the board approved the activities budget reduction package as presented.

Board Member Miller arrived at 6:15 p.m.

- b. Priority-Based Budget District Services Package Reductions. On a motion by Butler, seconded by Goerwitz, the board unanimously approved the district services budget reduction package as presented.
- c. Priority-Based Budget Elementary Package Reductions. Nelson requested to remove line 42: reducing 9.0 FTE general education classroom teachers, and line 43: reducing specialist teachers by 1.60 FTE. On a motion by Gonzalez-George, seconded by Nelson, the board removed lines 42 and 43 for separate consideration and unanimously approved the remainder of the elementary budget reductions package.

On a motion by Gonzalez-George, seconded by Miller, the board approved line 42: reducing 9.0 FTE general education classroom teachers, and line 43: reducing specialist teachers by 1.60 FTE. Voting 'yes' was Butler, Epstein, Goerwitz, Miller, Quinnell and Gonzalez-George. Voting 'no' was Nelson. The motion passed 6/1.

- d. Priority-Based Budget Secondary Package Reductions. Gonzalez-George requested to remove line 49: changing the middle school schedule from a seven period day to a six period day; line 49.1: keeping the seven period day at the middle school; line 67: increasing high school student parking fees from \$100 to \$150 per pass; line 67A: increasing high school student parking fees from \$100 to \$200 per pass; and line 67B: increasing high school student parking fees from \$100 to \$250 per pass. Goerwitz requested to remove line 56: eliminating one high school assistant principal position, and line 57: adding a non-licensed building support position for student contact days only or up to a 0.6 FTE licensed dean of students. On a motion by

Gonzalez-George, seconded by Miller, the board removed lines 49, 49.1, 67, 67A, 67B, 56, and 57 for separate consideration and unanimously approved the remainder of the secondary budget reductions package.

On a motion by Gonzalez-George, seconded by Butler, the board unanimously approved line 49.1: keeping the seven period day at the middle school and rejected line 49: changing the middle school schedule from a seven period day to a six period day.

On a motion by Goerwitz, seconded by Butler, the board approved 67B: increasing high school student parking fees from \$100 to \$250 per pass, and rejected line 67: increasing high school student parking fees from \$100 to \$150 per pass and line 67A: increasing high school student parking fees from \$100 to \$200 per pass. Voting 'yes' was Butler, Epstein, Goerwitz, Nelson, Quinnell, and Gonzalez-George. Voting 'no' was Miller. The motion passed 6/1.

On a motion by Gonzalez-George, seconded by Miller, the board approved line 56: eliminating one high school assistant principal position and line 57: adding a non-licensed building support position for student contact days only or up to a 0.6 FTE licensed dean of students. Voting 'yes' was Butler, Epstein, Nelson, Quinnell, and Gonzalez-George. Voting 'no' was Goerwitz. The motion passed 6/1.

- e. Priority-Based Budget Special Services Package Reductions. Miller requested to remove line 76: replace three building RN/LPN with health aides, and line 76A: reduce one RN/LPN. On a motion by Gonzalez-George, seconded by Nelson, the board approved the removal of lines 76 and 76A for separate consideration and unanimously approved the remainder of special services budget reductions package.

On a motion by Gonzalez-George, seconded by Butler, the board unanimously approved line 76A: reduce one RN/LPN, and rejected line 76: replace three building RN/LPN with health aides.

9. Items for Information

- a. Construction Update No. 9. Superintendent Hillmann provided an update on the NHS construction project.
- b. Graduation Update. The Area Learning Center (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

On a motion by Quinnell, seconded by Epstein, the board approved to adjourn at 7:29 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 | \$500.00 | HomeTown Credit Union | Arena Roll Sponsorship |
| 4/28/2025 | \$100.00 | Cartime Auto Center | Cinco de Mayo |
| 4/28/2025 | \$750.00 | Carleton College | Cinco de Mayo |
| 4/24/2025 | \$2,000.00 | Veterans of Foreign Wars - Post #4393 | BPA/DECA donation |
| 4/30/2025 | \$750.00 | Jersey Mike's | NMS Field Trip Fundraiser |
| 4/15/2025 | 2013 Kia Sorento, value of \$4000 | Sundowners Car Club | Automotive Class |
| 4/15/2025 | 2004 Chevy Caviler, vaule of \$500 | Donald Frank Findlay | Automotive Class |
| 4/30/2025 | 3 bass bows, value of \$800 (insured value provided by donator) | Connie Martin | NMS and NHS Orchestra Programs |
| 5/2/2025 | \$200.00 | Tarlochan Turna | Cinco de Mayo Scholarships |
| 4/28/2025 | \$6.00 | Nicole Larson | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 4/28/2025 | \$6.00 | Kari Holden | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 4/28/2025 | \$12.00 | Amanda Volden | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 4/28/2025 | \$6.00 | Katie Ebling | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 4/28/2025 | \$6.50 | Samantha Shimota | GVP 1st Grade Field Trip MN Zoo 06/03/25 Scholarship |
| 4/28/2025 | \$15.00 | Abrial Marroquin | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/28/2025 | \$15.00 | Chelsey Headrick | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/28/2025 | \$5.00 | Amy Santerre | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/28/2025 | \$5.00 | Amy Santerre | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/28/2025 | \$5.00 | Kiandra Judge | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/28/2025 | \$5.00 | Sam Steinberg | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/28/2025 | \$15.00 | Emily Borgerding | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 4/28/2025 | \$10.00 | Deyanira Ortiz | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 4/28/2025 | \$14.00 | Margit Zsolnay | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 4/28/2025 | \$10.00 | Emily Borgerding | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 4/28/2025 | \$38.00 | Blake Howald | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 4/28/2025 | \$21.00 | Michael Russell | SC Gr. 1 Minnesota Zoo Field Trip Scholarship Donation Amount |
| 4/28/2025 | \$9.00 | Emily Mohl | SC Gr. 1 Minnesota Zoo Field Trip Scholarship Donation Amount |
| 4/28/2025 | \$20.00 | Tarlochan Turna | SC Gr. 1 Minnesota Zoo Field Trip Scholarship Donation Amount |
| 4/29/2025 | \$9.00 | Cassie Spriggs | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/29/2025 | \$9.00 | Jennifer Toth | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/29/2025 | \$9.00 | Danielle Massie | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/29/2025 | \$9.00 | Dara Sour | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/29/2025 | \$9.00 | Kyra Reinsbach | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/29/2025 | \$6.00 | Amanda Pitts | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 4/29/2025 | \$5.00 | Andrea Peterson | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/29/2025 | \$38.00 | Kimberly Decker | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 4/29/2025 | \$5.00 | Katherine Dreier | SC 2nd Grade Rice County Riverside Rendezvous and River Bend Nature Center Field Trips Additional Donation |

| Date of the bequest, donation, or gift: | Amount: | Who the bequest, donation, or gift is from: | What is the bequest, donation, or gift for? |
|---|----------|---|--|
| 4/29/2025 | \$21.00 | Nick Paulson | SC Gr. 1 Minnesota Zoo Field Trip Scholarship Donation Amount |
| 4/30/2025 | \$9.00 | Beau Nielsen | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/30/2025 | \$9.00 | Samantha Massie | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 4/30/2025 | \$12.00 | Ashley Helgeson | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 4/30/2025 | \$15.00 | Erin Kleve | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 4/30/2025 | \$12.00 | Bret Farley | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 4/30/2025 | \$10.00 | Sandra Turbes | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/1/2025 | \$9.00 | Nicole Tuma | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/1/2025 | \$3.00 | Berit Amundson | BW 5th Grade Riverside Education Days Field Trip Scholarship Donation |
| 5/1/2025 | \$12.00 | Berit Amundson | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 5/1/2025 | \$13.00 | Brittany Ellerbusch | GVP 1st Grade Field Trip MN Zoo 06/03/25 Scholarship |
| 5/1/2025 | \$20.00 | Alyssa Melby | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/1/2025 | \$100.00 | Sandy Malecha | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/1/2025 | \$38.00 | Amanda Eastvold | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/2/2025 | \$9.00 | Kari Holden | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/2/2025 | \$9.00 | Brianne Hoffert | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/2/2025 | \$12.00 | Brianne Hoffert | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 5/2/2025 | \$12.00 | Gianna Duran | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 5/2/2025 | \$15.00 | Stephanie Graff | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 5/2/2025 | \$25.00 | Cassie Schwamb | NHS Community Donations for Senior Celebration 2025 Donation |
| 5/2/2025 | \$10.00 | Nicole Nelson | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/2/2025 | \$100.00 | Sandra Turbes | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/2/2025 | \$12.00 | Christine Williams | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/2/2025 | \$52.00 | Andria Sommers | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/2/2025 | \$2.00 | Carol Reed | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/2/2025 | \$20.00 | Amy Gernon | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/2/2025 | \$7.00 | Karrie Vogel | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/2/2025 | \$7.00 | Marita Stryker | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/2/2025 | \$7.00 | Kelly Webster | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/2/2025 | \$7.00 | Anna Edwards | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/2/2025 | \$2.00 | Marie Hill | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/2/2025 | \$7.00 | Megan Pratola | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/3/2025 | \$4.50 | Marcia Bisel | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/3/2025 | \$9.00 | Annie Kruse | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/3/2025 | \$15.00 | Marvin Perez | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 5/3/2025 | \$20.00 | Linda Dahl | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/3/2025 | \$25.00 | Margaret Diviney-Fearing | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/3/2025 | \$10.00 | Jennifer Hoernke | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/3/2025 | \$2.00 | Rita Gomez | SC Gr. 3 Downtown Walking Field Trip Scholarship |

| Date of the bequest, donation, or gift: | Amount: | Who the bequest, donation, or gift is from: | What is the bequest, donation, or gift for? |
|---|---------|---|--|
| 5/4/2025 | \$4.50 | Katherine St Clair | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/4/2025 | \$9.00 | Adam Arends | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/4/2025 | \$6.50 | Kaley Varley | GVP 1st Grade Field Trip MN Zoo 06/03/25 Scholarship |
| 5/4/2025 | \$5.00 | Lilian Smith | GVP Grade 5 End of Year Events 2025 Bowling FT Scholarship Donation |
| 5/4/2025 | \$10.00 | Katherine Brien | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/5/2025 | \$13.00 | Jeremy Loebach | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/5/2025 | \$9.00 | Madison Decoux | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/5/2025 | \$9.00 | Krystl Taylor | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/5/2025 | \$9.00 | Kristin Tapper | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/5/2025 | \$6.50 | Jennifer Jones | GVP 1st Grade Field Trip MN Zoo 06/03/25 Scholarship |
| 5/5/2025 | \$13.00 | Kelby Rose | GVP 1st Grade Field Trip MN Zoo 06/03/25 Scholarship |
| 5/5/2025 | \$20.00 | Christine Williams | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/5/2025 | \$25.00 | Heather Plaetz | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/5/2025 | \$24.00 | Kristin Partlo | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/5/2025 | \$10.00 | Wei-Hsin Fu | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/5/2025 | \$2.00 | Emily Mohl | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/5/2025 | \$7.00 | Jacqueline Gammon | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/6/2025 | \$7.00 | Amanda Pitts | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/6/2025 | \$13.00 | David Andrzejewski | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/6/2025 | \$4.50 | Tony Rezac | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/6/2025 | \$9.00 | Amanda Timmer | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/6/2025 | \$4.50 | Christa Danielson | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/6/2025 | \$6.00 | Bret Farley | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 5/6/2025 | \$20.00 | Kristi Kortuem | NMS 8th Grade Fun Fest Donations 2025 Donation Amount |
| 5/6/2025 | \$3.00 | Charlie Mosman | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/6/2025 | \$3.00 | Kent Peterson | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/6/2025 | \$3.00 | Matthew Detert | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/6/2025 | \$3.00 | Jania Vargas | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/6/2025 | \$3.00 | Jennifer Bowens | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/6/2025 | \$3.00 | Briana Bulfer | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/6/2025 | \$3.00 | Jolene Chapp | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Katie Hallcock | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Kristin Kapaun | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Jenna Vieths | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Sean Simonson | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Regina Hassanally | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Amy Down | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Alyssa Bauer | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Cariann Strauch | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |

| Date of the bequest, donation, or gift: | Amount: | Who the bequest, donation, or gift is from: | What is the bequest, donation, or gift for? |
|---|---------|---|--|
| 5/6/2025 | \$3.00 | Ying Zhou | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Kim Smith | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Kathryn Steed | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Kyle Benjamin | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$3.00 | Amber Damm | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/6/2025 | \$2.00 | Sam Steinberg | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/6/2025 | \$10.00 | Caitlin Jenson | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/6/2025 | \$20.00 | Mindy Olson | NMS Gr. 8 Valleyfair Field Trip Scholarship Donation Amount |
| 5/6/2025 | \$7.00 | Edward Berg | SC Gr. 3 Downtown Walking Field Trip Scholarship |
| 5/7/2025 | \$26.00 | Berit Amundson | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/7/2025 | \$10.00 | Tim Schlatter | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/7/2025 | \$5.00 | Thomas Feiler | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/7/2025 | \$13.00 | Robert Dennehey | BW 3rd Grade Gibbs Farm & Northfield Historical Society Field Trips Donation |
| 5/7/2025 | \$9.00 | Jodi Hammond | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/7/2025 | \$9.00 | Jodi Hammond | BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation |
| 5/7/2025 | \$6.00 | Molly Ericksen | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 5/7/2025 | \$3.00 | Donna Jones | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Beau Nielsen | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Tricia Johnson | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Anna Edwards | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Madelynn Salisbury | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Jessica Johannsen | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Katherine St Clair | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Christine Kruchten | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Dustin Allen | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Amy Tacheny | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Erin Thorman | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Jennifer Brcko | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Thomas Feiler | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Tonya Teeter | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Fabia Calabresi | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Brian McGonegal | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Jennifer Jones | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/7/2025 | \$3.00 | Donna Jones | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$3.00 | Sarah Jayne Craig | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$3.00 | Kelly Shirah | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$3.00 | Erinn Jagiela | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$3.00 | Ashley Terpstra | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$3.00 | Shara Larsen | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |

| Date of the bequest, donation, or gift: | Amount: | Who the bequest, donation, or gift is from: | What is the bequest, donation, or gift for? |
|---|------------|---|--|
| 5/7/2025 | \$3.00 | Sybil Betsinger | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$3.00 | Jason Sparks | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/8/2025 | \$6.00 | Katie Ebling | BW Gr. 5 Bell Museum Field Trip Scholarship Donation |
| 5/8/2025 | \$3.00 | Lowell Fossum | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/8/2025 | \$3.00 | Katie Ebling | NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up |
| 5/8/2025 | \$3.00 | Brian Turek | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/8/2025 | \$3.00 | Danielle Massie | NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up |
| 5/7/2025 | \$1,500.00 | Hosanna Church | Local Impact Gift |



Northfield Public Schools
Northfield, MN

EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): Eric Swan McDonald (507)403-1179

School and Program: Northfield ALC

Date of Requested Trip: June 10-13

1. What group is taking this trip? ALC students interested in learning about camping in the boundary waters in the Northwoods of Minnesota. This trip is open to any current ALC student.

2. Estimated # of Students: # Adult Supervisors: Seven students and two adults (permit limit of nine per group in the boundary waters)

3. Destination: Boundary Waters Canoe Area Wilderness, camping at the Sawbill Outfitter, National Forest campground

4. Date/Time of Departure: 7am Tuesday Jun 10, 2025

5. Date/Time of Return: 5pm Friday Jun 13, 2025

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

The purpose of this trip is to expose students to and teach them about camping in the Northwoods of Minnesota as well as giving them the opportunity to push themselves toward personal growth as they face and address new challenges. In addition, this trip will also teach some of the natural history of this part of our state and will help students develop teamwork and community building skills as students work together as a part of this group. The students will come away with a better sense of self, increased self-confidence, an appreciation for the beauty of Minnesota as well as the accessible options and activities available for low or no cost in this state. They will also improve on other work-related skills such as problem solving, speaking, listening, decision making, self-management, leadership, negotiation and adaptability in situations that can be trying or frustrating.

In preparation for the trip students will also develop skills in reading, writing, planning and organizing

7. Name the manner of travel and the carrier.

Bus, Benjamin Bus Company (donated)

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

Signature of Staff Member Responsible:

Date field trip request was submitted to Principal: 5/2/25

Principal/Administrator Signature and Date:  5/2/25

Approved: Not Approved:

Superintendent Signature and Date:

Approved: Not Approved:

School Board Review Date:

Approved: Not Approved:

Northfield Area Learning Center

_____ has our permission to participate in the trip to

We understand that there will be adult supervision for the trip and that precautions will be taken in the interest of student safety and well-being. We further understand that the school and the supervisors will not be held liable for any accident or injuries which may occur in connection with this trip. **We also authorize any necessary medical treatment required by our student while participating in this trip.**

We understand, support, and agree to abide by the following rules and procedures regarding student conduct:

1. Students are expected to dress appropriately.
2. Students shall not consume, possess or transmit alcoholic beverages or other chemical substances at any time regardless of age.
3. Students must abide by rules established by the supervisors.
4. Students must recognize and cooperate with the authority of the advisor and other supervisors.
5. Students must be respectful of others in terms of language and conduct.
6. Students must be respectful of property.
7. In general, behavior on this trip should be the same as that expected when at school.

Violations of these rules will result in :

- Immediate notification of parents and school officials.
- The student being sent home immediately at parent expense.
- Further disciplinary action may be taken upon returning to school. This could include suspension from school, and/or suspension from future activity participation.

Parent/Guardian signature

Student Signature

Address

Date

Home/Cell Phone

Work Phone

Any known medical conditions or medications that student is taking _____

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

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

BE IT RESOLVED by the School Board of Independent School District No. 659, that pursuant to M.S. 122A.40, Subdivision 5, that the teaching contract of {NAME}, a probationary teacher in Independent School District No. 659, is hereby terminated at the close of the current 2024-2025 school year.

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

NOTICE OF TERMINATION AND NON-RENEWAL

Dear {NAME}:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 659 held on May 12, 2025 a resolution was adopted by majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2025-2026 school year. Said action of the Board is taken pursuant to Minnesota Statutes 122A.40, Subdivision 5.

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

Sincerely,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 659

Dated this 12th day of May, 2025

Claudia Gonzalez-George, Chairperson

Valori Mertesdorf, Deputy Clerk

RESOLUTION PROPOSING TO PLACE
ON UNREQUESTED LEAVE OF ABSENCE

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

1. That it is proposed that {teacher name}, a teacher of said school district, be placed on a {amount of FTE} FTE unrequested leave of absence without pay or fringe benefits, effective at the end of the 2024-2025 school year, pursuant to M.S. 122A.40, Subdivision 10 and Article XIV of the Master Agreement.
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT
ON UNREQUESTED LEAVE OF ABSENCE

Dear {Teacher}:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 659 held on May 12, 2025, consideration was given to your placement on a {**amount of FTE**} FTE unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 659, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2024-2025 school year, pursuant to Minnesota Statutes 122A.40, Subdivision 10 and Article XIV of the Master Agreement, on one or more of the following grounds:

- Discontinuance of position, lack of pupils, and financial limitations.

Your proposed placement on unrequested leave of absence is not the result of the implementation of an education district agreement.

You will be granted a hearing before the School Board concerning the proposal to place you on unrequested leave of absence, provided that you make a request in writing within fourteen (14) calendar days after receipt of this notice. If no hearing is requested within such a period, it shall be deemed acquiescence by you to the School Board's proposed action. If such hearing is requested, it shall be held between May 30, 2025, and June 4, 2025, and you will be given further notice as to the specific date, time and location of the hearing.

Sincerely,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 659

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10 and Article XIV of the Master Agreement and are hereby adopted as fully as though separately set forth and resolved herein.

Dated this 12th day of May, 2025

SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 659

Chairperson

Clerk

| | | | | | | | | | | | | | |
|--|---------------|---------------|----------------|----------------|-------------|--------------|--------------|-------------|--------------|-----------|-----------|---------|----------------------|
| | | | | | | 2024-25 | | | | | | | |
| | | | | | | | | | | | | | |
| School and Grade Level | September 3rd | September 6th | September 13th | September 20th | October 1st | November 1st | December 2nd | January 2nd | February 2nd | March 3rd | April 1st | May 1st | End of Year 6/6/2025 |
| NCEC | | | | | | | | | | | | | |
| Early Childhood | 127 | 116 | 119 | 121 | 119 | 121 | 128 | 137 | 136 | 139 | 134 | 145 | |
| Total | 127 | 116 | 119 | 121 | 119 | 121 | 128 | 137 | 136 | 139 | 134 | 145 | |
| Big 9 Online | | | | | | | | | | | | | |
| Grade K-2037 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Grade 1-2036 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Grade 2-2035 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | |
| Grade 3-2034 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | |
| Grade 4-2033 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Grade 5-2032 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 2 | |
| Grade 6-2031 | 2 | 2 | 2 | 2 | 2 | 3 | 3 | 3 | 2 | 1 | 1 | 2 | |
| Grade 7-2030 | 1 | 1 | 1 | 1 | 1 | 1 | 2 | 2 | 1 | 1 | 1 | 1 | |
| Grade 8-2029 | 4 | 4 | 4 | 4 | 4 | 4 | 3 | 3 | 3 | 4 | 4 | 5 | |
| Grade 9-2028 | 4 | 4 | 4 | 2 | 2 | 3 | 3 | 3 | 4 | 4 | 4 | 4 | |
| Grade 10-2027 | 9 | 9 | 10 | 10 | 12 | 12 | 12 | 12 | 18 | 18 | 21 | 22 | |
| Grade 11-2026 | 18 | 18 | 17 | 16 | 17 | 17 | 17 | 17 | 16 | 16 | 18 | 18 | |
| Grade 12-2025 | 11 | 11 | 11 | 10 | 10 | 9 | 12 | 12 | 12 | 12 | 12 | 11 | |
| Total | 52 | 51 | 51 | 47 | 50 | 51 | 54 | 54 | 59 | 59 | 64 | 67 | 0 |
| Greenvale Park | | | | | | | | | | | | | |
| Grade K-2037 | 76 | 70 | 69 | 69 | 68 | 69 | 70 | 71 | 72 | 72 | 72 | 72 | |
| Grade 1-2036 | 64 | 63 | 63 | 63 | 63 | 63 | 66 | 66 | 66 | 66 | 66 | 66 | |
| Grade 2-2035 | 100 | 100 | 101 | 101 | 101 | 100 | 100 | 100 | 100 | 100 | 99 | 99 | |
| Grade 3-2034 | 83 | 84 | 83 | 83 | 83 | 83 | 82 | 82 | 82 | 83 | 82 | 80 | |
| Grade 4-2033 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 84 | |
| Grade 5-2032 | 91 | 91 | 90 | 90 | 90 | 90 | 90 | 89 | 90 | 90 | 90 | 90 | |
| Total | 497 | 491 | 489 | 489 | 488 | 488 | 491 | 491 | 493 | 494 | 492 | 491 | 0 |
| Spring Creek | | | | | | | | | | | | | |
| Grade K-2037 | 65 | 65 | 65 | 64 | 63 | 64 | 64 | 64 | 63 | 62 | 62 | 62 | |
| Grade 1-2036 | 66 | 65 | 65 | 65 | 65 | 65 | 66 | 66 | 65 | 65 | 65 | 64 | |
| Grade 2-2035 | 75 | 74 | 73 | 73 | 73 | 73 | 73 | 73 | 73 | 73 | 73 | 73 | |
| Grade 3-2034 | 78 | 78 | 78 | 78 | 79 | 79 | 79 | 79 | 80 | 80 | 80 | 79 | |
| Grade 4-2033 | 68 | 68 | 68 | 68 | 68 | 68 | 69 | 69 | 69 | 69 | 69 | 69 | |
| Grade 5-2032 | 93 | 93 | 93 | 93 | 94 | 94 | 94 | 94 | 95 | 94 | 93 | 92 | |
| Total | 445 | 443 | 442 | 441 | 442 | 443 | 445 | 445 | 445 | 443 | 442 | 439 | 0 |
| Bridgewater | | | | | | | | | | | | | |
| Grade K-2037 | 74 | 74 | 74 | 74 | 74 | 76 | 76 | 76 | 77 | 77 | 77 | 77 | |
| Grade 1-2036 | 107 | 106 | 106 | 106 | 106 | 106 | 105 | 104 | 104 | 105 | 106 | 107 | |
| Grade 2-2035 | 86 | 87 | 86 | 87 | 87 | 86 | 86 | 86 | 87 | 87 | 88 | 88 | |
| Grade 3-2034 | 91 | 91 | 91 | 91 | 91 | 91 | 91 | 91 | 91 | 91 | 91 | 92 | |
| Grade 4-2033 | 106 | 107 | 106 | 106 | 106 | 106 | 106 | 106 | 106 | 106 | 107 | 107 | |
| Grade 5-2032 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | |
| Total | 564 | 565 | 563 | 564 | 564 | 565 | 564 | 563 | 565 | 566 | 569 | 571 | 0 |
| Middle School | | | | | | | | | | | | | |
| Grade 6-2030 | 293 | 292 | 292 | 292 | 292 | 290 | 291 | 290 | 292 | 291 | 294 | 295 | |
| Grade 7-2029 | 296 | 294 | 294 | 293 | 293 | 293 | 293 | 292 | 291 | 291 | 292 | 291 | |
| Grade 8-2028 | 279 | 280 | 280 | 279 | 278 | 277 | 276 | 276 | 275 | 275 | 277 | 276 | |
| Total | 868 | 866 | 866 | 864 | 863 | 860 | 860 | 858 | 858 | 857 | 863 | 862 | 0 |
| High School | | | | | | | | | | | | | |
| Grade 9-2028 | 327 | 325 | 325 | 325 | 325 | 325 | 324 | 324 | 325 | 327 | 327 | 323 | |
| Grade 10-2027 | 322 | 321 | 321 | 320 | 316 | 313 | 313 | 314 | 305 | 306 | 302 | 300 | |
| Grade 11-2026 | 306 | 299 | 297 | 298 | 296 | 294 | 296 | 296 | 292 | 291 | 291 | 291 | |
| Grade 12-2025 | 313 | 308 | 307 | 306 | 305 | 305 | 301 | 299 | 294 | 294 | 294 | 293 | |
| Total | 1268 | 1253 | 1250 | 1249 | 1242 | 1237 | 1234 | 1233 | 1216 | 1218 | 1214 | 1207 | 0 |
| ALC | | | | | | | | | | | | | |
| Grade 9-2028 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 9 | 9 | |
| Grade 10-2027 | 5 | 5 | 5 | 5 | 16 | 9 | 9 | 12 | 12 | 21 | 22 | 22 | |
| Grade 11-2026 | 17 | 17 | 17 | 16 | 16 | 18 | 22 | 25 | 26 | 38 | 39 | 38 | |
| Grade 12-2025 | 48 | 56 | 58 | 58 | 63 | 66 | 66 | 69 | 71 | 90 | 92 | 94 | |
| Total | 70 | 78 | 80 | 79 | 95 | 93 | 97 | 106 | 109 | 157 | 162 | 163 | 0 |
| Grand Total | 3891 | 3863 | 3860 | 3854 | 3863 | 3858 | 3873 | 3887 | 3881 | 3933 | 3940 | 3945 | 0 |
| Full Time only (excluding EC and Part-time/Independent Study ALC) | 3756 | 3734 | 3726 | 3718 | 3712 | 3708 | 3701 | 3703 | 3695 | 3700 | 3711 | 3702 | |
| Budget Projection (excluding EC and Part-time/Independent Study ALC) | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 | 3729 |
| Difference [negative] | 27 | 5 | -3 | -11 | -17 | -21 | -28 | -26 | -34 | -29 | -18 | -27 | -3729 |

5/1/2025

Northfield Public Schools Enrollment Report

Greenvale Park

| Grade | Teacher | | |
|--------------|------------|------------|---|
| K | Flicek | 17 | |
| K | Kortbein | 18 | |
| K | Schroyer | 18 | |
| K | Swenson | 19 | |
| 1 | Borgerding | 23 | |
| 1 | Landry | 22 | |
| 1 | Ziemann | 21 | C |
| 2 | Amundson | 26 | C |
| 2 | Bulfer | 18 | |
| 2 | Ellerbusch | 18 | |
| 2 | Feldmann | 20 | |
| 2 | Nivala | 17 | |
| 3 | Dimick | 22 | |
| 3 | Johnson | 22 | C |
| 3 | Larson | 16 | |
| 3 | Timerson | 20 | |
| 4 | Garcia | 25 | C |
| 4 | Hetzel | 19 | |
| 4 | McLaughlin | 21 | |
| 4 | Schroeder | 19 | |
| 5 | Bloom | 23 | |
| 5 | Carlson | 22 | |
| 5 | Sickler | 23 | |
| 5 | Tacheny | 22 | C |
| TOTAL | | 491 | |

Spring Creek

| Grade | Teacher | | |
|--------------|---------------|------------|---|
| K | Berkvam Peter | 23 | |
| K | Heil, G | 22 | |
| K | Matson | 17 | |
| 1 | Born | 20 | C |
| 1 | Craft | 15 | |
| 1 | Nelson | 14 | |
| 1 | Sjoberg | 15 | |
| 2 | Rud | 16 | |
| 2 | Russell | 16 | C |
| 2 | Soderlund | 24 | |
| 2 | Spitzack | 17 | |
| 3 | Cornell | 20 | |
| 3 | Healy | 21 | |
| 3 | Olson | 21 | |
| 3 | Sasse | 17 | C |
| 4 | Fox | 26 | |
| 4 | Haar | 26 | |
| 4 | McManus | 17 | C |
| 5 | Baragary | 24 | |
| 5 | Malecha | 25 | |
| 5 | Ostermann | 19 | C |
| 5 | Stulken | 24 | |
| TOTAL | | 439 | |

Bridgewater

| Grade | Teacher | | |
|--------------|-----------|------------|---|
| K | Cade | 18 | |
| K | Danielson | 19 | |
| K | Rodgers | 20 | |
| K | Tran | 20 | |
| 1 | Bischoff | 21 | |
| 1 | Carter | 20 | |
| 1 | Hall | 21 | |
| 1 | Lanza | 25 | C |
| 1 | Stuemke | 20 | |
| 2 | LaVoy | 23 | |
| 2 | Lofquist | 23 | |
| 2 | Schwaab | 23 | |
| 2 | Swenson | 19 | C |
| 3 | Bell | 24 | |
| 3 | Larson | 20 | C |
| 3 | Sickler | 24 | |
| 3 | Truman | 24 | |
| 4 | Foley | 29 | |
| 4 | Hehr/Tem | 27 | |
| 4 | Rodriguez | 24 | C |
| 4 | Ryan/Kohl | 27 | |
| 5 | Blatti | 27 | |
| 5 | Duchene/ | 28 | |
| 5 | Holden | 27 | |
| 5 | Rubin/De | 18 | C |
| TOTAL | | 571 | |

| <u>Middle School</u> | <u>Total</u> |
|----------------------|--------------|
| Grade 6-2031 | 295 |
| Grade 7-2030 | 291 |
| Grade 8-2029 | 276 |
| TOTAL | 862 |

| <u>High School</u> | <u>Total</u> |
|--------------------|--------------|
| Grade 9-2028 | 323 |
| Grade 10-2027 | 300 |
| Grade 11-2026 | 291 |
| Grade 12-2025 | 293 |
| TOTAL | 1207 |

| <u>ALC</u> | <u>F/T</u> | <u>**P/T</u> | <u>**I/S</u> | <u>Total</u> |
|---------------|------------|--------------|--------------|--------------|
| Grade 9-2028 | 0 | 0 | 9 | 9 |
| Grade 10-2027 | 12 | 1 | 9 | 22 |
| Grade 11-2026 | 18 | 1 | 19 | 38 |
| Grade 12-2025 | 35 | 3 | 56 | 94 |
| TOTAL | 65 | 5 | 93 | 163 |

| | <u>Regular</u> | <u>Big 9</u> | <u>Total</u> |
|------------------------------------|----------------|--------------|--------------|
| Early Childhood** | 145 | | 145 |
| Kindergarten-2037 | 211 | 0 | 211 |
| Grade 1-2036 | 237 | 0 | 237 |
| Grade 2-2035 | 260 | 1 | 261 |
| Grade 3-2034 | 251 | 1 | 252 |
| Grade 4-2033 | 260 | 0 | 260 |
| Grade 5-2032 | 282 | 2 | 284 |
| Total K-5 | 1646 | 4 | 1650 |
| Total Middle School | 862 | 8 | 870 |
| Total High School | 1207 | 55 | 1262 |
| GRAND TOTAL | 3715 | 67 | 3782 |
| ALC 9-12 | 163 | | 163 |
| GRAND TOTAL w/ALC and Big 9 | | | 3945 |
| **Full Time only | | | 3702 |

| <u>Early Childhood**</u> | |
|--------------------------|------------|
| Dorey | 12 |
| Hubbard | 13 |
| Karsky | 7 |
| Ludwig | 16 |
| O'Connor | 12 |
| Palmquist | 14 |
| Roth | 13 |
| Sanders | 13 |
| Stowe | 8 |
| Tharp | 8 |
| Townzen | 12 |
| Webster | 17 |
| TOTAL | 145 |

| <u>Big 9 Online</u> | |
|---------------------|-----------|
| Grade | Teacher |
| Grade K-2037 | Kehler 0 |
| Grade 1-2036 | Kehler 0 |
| Grade 2-2035 | Kehler 1 |
| Grade 3-2034 | Kehler 1 |
| Grade 4-2033 | Kehler 0 |
| Grade 5-2032 | Kehler 2 |
| Grade 6-2031 | Kehler 2 |
| Grade 7-2030 | Kehler 1 |
| Grade 8-2029 | Kehler 5 |
| Grade 9-2028 | Kehler 4 |
| Grade 10-2027 | Kehler 22 |
| Grade 11-2026 | Kehler 18 |
| Grade 12-2025 | Kehler 11 |
| TOTAL | 67 |