

INDEPENDENT SCHOOL DISTRICT NO. 659
REGULAR SCHOOL BOARD MEETING

Tuesday, May 27, 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. District Youth Council 2024-25 Recap
 - b. Proposed 2024-25 and 2025-26 Construction Budgets
 - c. Proposed 2025-26 General Fund Budget
 - d. Sale of District Property Contract Extension
 - e. Benjamin Bus Contract One-Year Extension
6. Committee Reports
7. Consent Agenda
 - a. Minutes
 - b. Gift Agreements
 - c. Personnel Items
8. Items for Individual Action
 - a. Revised 2024-25 Child Nutrition Fund Budget
 - b. Revised 2024-25 Community Education Fund Budget
 - c. Policy Committee Recommendations
9. Items for Information
 - a. Construction Update No. 10
 - b. Graduation Reminder
10. Future Meetings
 - a. 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.
 - b. Monday, June 9, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - c. Monday, July 14, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - d. Monday, August 11, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
11. Adjournment

NORTHFIELD PUBLIC SCHOOLS

MEMORANDUM

Tuesday, May 27, 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 Tuesday, May 27, 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. District Youth Council 2024-25 Recap. DYC members Annika Reister and Alli Mathews will provide an end-of-year recap of the 2024-25 school year.
 - b. Proposed 2024-25 and 2025-26 Construction Budgets. Director of Finance Val Mertesdorf will present the proposed 2024-25 and the proposed 2025-26 Construction Budgets. The construction fund is a separate fund used to record all operations of a district's building construction funded by the sale of bonds. This will be an item for individual action at the June 9, 2025 regular board meeting.
 - c. Proposed 2025-26 General Fund Budget. Director Mertesdorf will present the proposed 2025-26 General Fund Budget. This will be an item for individual action at the June 9, 2025 regular board meeting.
 - d. Sale of District Property Contract Extension. Lance and Megan Manty are requesting the board approve a one-year purchase extension for the purchase of district property parcel #17.11.3.75.021, located in Dundas. This will be an item for individual action at the June 9, 2025 regular board meeting.
 - e. Benjamin Bus Contract One-Year Extension. The district's transportation contract with Benjamin Bus allows for the negotiation of a one-year contract extension for the 2025-26 school year. The extension includes a 2% increase. This will be an item for individual action at the June 9, 2025 regular board meeting.
6. Committee Reports
7. Consent Agenda
Recommendation: Motion to approve the following items listed under the consent agenda.
 - a. Minutes. Minutes of the regular school board meeting held on May 12, 2025.
 - b. Gift Agreements. Gift agreements to be approved are attached.
 - c. Personnel Items.
 - i. Appointments
 1. Cherish Allen, Head Dance Coach at the High School, beginning 10/20/2025. \$7,207 Stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
 2. Lexi Canedy, Special Ed EA PCA for 6.75 hours/day with the district, beginning 8/25/2025. Step 4-\$23.51/hr.
 3. Stephanie Cress, Special Ed EA PCA for 7 hours/day at the High School, beginning 8/25/2025. Step 1-\$21.86/hr.
 4. Jadzia Feimster, 1.0 FTE Custodian at Bridgewater, beginning 6/2/2025. Step 2-\$21.15/hr.

5. Christopher Holmquist, .40 FTE Art Teacher at the High School, beginning 8/25/2025-6/10/2026. .40 FTE - BA, Step 9
 6. Correction Pay Rate: Mia Rocha, Early Childhood Screener for up to 40 hours/year at the NCEC, beginning 3/12/2025. \$23/hr.
 7. Ariana Vermilyea, 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.
- ii. Increase/Decrease/Change in Assignment
1. Hannah Ames, .60 FTE English Teacher and .40 FTE French Teacher at the High School, change to .50 FTE English Teacher and .40 FTE French Teacher at the High School, effective 8/25/2025.
 2. Madison Anderson, .40 FTE Art Teacher at the High School and .60 FTE Art Teacher at the ALC, change to .40 FTE Art Teacher at the High School for the 2025-2026 school year only and .60 FTE Art Teacher at the ALC ongoing, effective 8/25/2025.
 3. Cassie Bardole, KidVentures Site Assistant for up to 11 hours/week at Bridgewater, change to EarlyVentures Teacher for up to 40 hours/week and KidVentures Site Assistant as needed at the NCEC, effective 6/9/2025-8/22/2025. EV Teacher Step 4-\$20.97/hr.
 4. Chelsea Bischoff, Grade 1 Teacher at Bridgewater, change to Grade 5 Teacher at Bridgewater, effective 8/25/2025.
 5. Amy Boecker, Special Ed EA PCA NB program for 4.90 hours/day at the NCEC, change to Special Ed EA PCA NB program for 6.10 hours/day at the NCEC, effective 8/25/2025.
 6. Emily Borgerding, Grade 1 Teacher at Greenvale Park, change to Grade 1 Teacher at Spring Creek, effective 8/25/2025.
 7. Mary Boyum, Special Ed EA PCA at Spring Creek, add Special Ed EA ESY for up to 5.75 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
 8. Mary Boyum, Special Ed EA PCA for 6.50 hours/day and Supervisory EA for .25 hours/day at Spring Creek, change to Special Ed EA PCA for 6.75 hours/day and Supervisory EA for .25 hours/day at Spring Creek, effective 8/25/2025.
 9. Elizabeth Brewer, Special Ed EA PCA for 6.25 hours/day at the Middle School, change to Special Ed EA PCA for 6.75 hours/day at the Middle School, effective 8/25/2025.
 10. Shari Bridley, Special Ed EA PCA Hand in Hand program for 7.50 hours/day at the NCEC, change to Special Ed EA PCA Hand in Hand program for 6.10 hours/day at the NCEC, effective 8/25/2025.
 11. Diana Camargo Rojas, Special Ed EA PCA Hand in Hand program for 2.80 hours/day, and Head Start for 3.20 Hours/day at the NCEC, change to Special Ed EA PCA for 3.20 hours/day at the NCEC, effective 8/25/2025.
 12. Lynnsey Carlsen, Special Ed EA PCA for 6.20 hours/day at Bridgewater, change to Special Ed EA PCA for 6.40 hours/day at Bridgewater, effective 8/25/2025.
 13. Kate Carlson, Grade 5 Teacher at Greenvale Park, change to Grade 4 Teacher at Greenvale Park, effective 8/25/2025.
 14. Taylor Choudek, 1.0 FTE Early Childhood Teacher at the NCEC, change to .50 FTE Early Childhood Teacher and .50 FTE Early Childhood Special Ed Teacher at the NCEC, effective 8/25/2025.
 15. Robert Coleman, General Ed EA for 5.75 hours/day at Spring Creek, change to General Ed EA for 5 hours/day at Spring Creek, effective 8/25/2025.
 16. Caitlin David, 1.0 FTE Special Ed Resource Teacher at Bridgewater, change to 1.0 FTE Special Ed ASD Teacher at Bridgewater, effective 8/25/2025.
 17. Robyn Dietz, General Ed Floating Media EA for 6 hours/day with the District, change to General Ed Media EA for 5.50 hours/day and Supervisory EA for .50 hours/day at Bridgewater, effective 8/25/2025.
 18. Camila Donoso Pena, 1.0 FTE Psychologist at the High School, change to 1.0 FTE Psychologist at Spring Creek, effective 8/25/2025.
 19. Ashley Douglas, Special Ed EA PCA for 6.75 hours/day at Bridgewater, change to Special Ed EA PCA for 6.75 hours/day at the Middle School, effective 8/25/2025.
 20. Sean DuBe, 1.0 FTE English/Language Arts Teacher at the High School, change to .60 FTE Dean of Students and .40 FTE English/Language Arts Teacher at the High School, effective 8/25/2025.
 21. Sarah Duchene, .80 FTE Grade 5 Teacher at Bridgewater, change to 1.0 FTE ADSIS Teacher at Bridgewater, effective 8/25/2025.
 22. Angela Eliason, 1.0 FTE Music Teacher at Greenvale Park, change to Music Teacher, at .90 FTE Greenvale Park/.10 FTE at Spring Creek, effective 8/25/2025.
 23. Mark Ensrud, Guidance Counselor for 197 work days at the High School, change to Guidance Counselor for 202 work days at the High School, effective 8/1/2025.
 24. Tyler Faust, 1.0 FTE EBD Teacher at Bridgewater, change to 1.0 FTE EBD Teacher at Greenvale Park, effective 8/25/2025.
 25. Amanda Feldmann, Grade 2 Teacher at Greenvale Park, change to Kindergarten Teacher at Greenvale Park, effective 8/25/2025.
 26. Noah Gagnon, 1.0 FTE Science Teacher at the High School, change to .80 FTE Science Teacher and .20 FTE Intro to Engineering Teacher at the High School, effective 8/25/2025.
 27. Ana Gallego, Special Ed EA PCA for 5.75 hours/day, Kindergarten EA for 1 hour/day and Supervisory EA for .50 hours/day at Greenvale Park, change to Special Ed EA PCA for 6.75 hours/day, and Supervisory EA for .50 hours/day at Greenvale Park, effective 8/25/2025.

28. Natalie Giles, 1.0 FTE Early Childhood Teacher at the NCEC, change to .90 FTE Early Childhood Teacher at the NCEC, effective 8/25/2025.
29. Kay Goodrich, Special Ed EA PCA for 7 hours/day at the High School, change to Special Ed EA PCA for 6.50 hours/day, and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
30. Joe Greenwood, Custodian Day Engineer from 9:00 a.m.-5:30 p.m. at the High School, change to Custodian Day Engineer from 6:00 a.m.-2:30 p.m. at the High School, effective 5/20/2025.
31. Dan Hanegraaf, Custodian Night Engineer at Greenvale Park, change to Temporary Head Custodian at Greenvale Park, effective 5/27/2025-7/21/2025. Step 6, \$32.26/hour.
32. Inger Hanson, EL Teacher at .50 FTE ALC/.50 FTE Bridgewater, change to EL Teacher at .50 FTE ALC/.50 FTE Greenvale Park, effective 8/25/2025.
33. Teresa Hasse, General Ed EA-Cafeteria Supervision for 1.75 hours/day and General Ed EA-Literacy Support for 2.25 hours/day at Spring Creek, change to Special Ed EA PCA for 6.75 hours/day and Supervisory EA for .25 hours/day at Spring Creek, effective 8/25/2025.
34. Christine Howard, LOA for the 2024-2025 School Year, change to Speech Language Pathologist at .50 FTE Greenvale Park/.50 FTE Spring Creek, effective 8/25/2025.
35. Julene Johnson, Media Center EA for 8 hours/day at the High School, change to Media Center EA for 7.5 hours/day at the High School, effective 8/25/2025.
36. Greta Kortuem, Summer Lifeguard with Community Ed Recreation, add Lifeguard with Community Ed Recreation, effective 5/12/2025-5/31/2025. Step 2-\$14.76/hr.
37. Bailey Krueger, Speech Language Pathologist at .50 FTE Spring Creek/.50 FTE Greenvale Park, change to 1.0 FTE Speech Language Pathologist at Greenvale Park, effective 8/25/2025.
38. Shelly Kruger, Special Ed EA PCA Work Based Learning Job Coach for 3.38 hours/day and Special Ed EA PCA EBD for 3.62 hours/day at the High School, change to Special Ed EA PCA Work Based Learning Job Coach for 3.25 hours/day, Special Ed EA PCA EBD for 3.38 hours/day, and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
39. Annie Kruse, ECSE Coordinator at the NCEC, change to 1.0 FTE Early Childhood Special Ed Teacher at the NCEC, effective 7/1/2025. MA+30, Step 10.
40. Meghan Kuechenmeister, Special Ed EA PCA LI Program for 7 hours/day at the High School, change to Special Ed EA PCA LI Program for 6.75 hours/day at the High School, effective 8/25/2025.
41. Correction pay rate: Grace Lacanne, Summer Instructor Lead with Community Ed Recreation, effective 5/28/2025-8/31/2025. Step 4-\$16.32/hr.
42. Alisa Larsen, Special Ed EA PCA - Self Contained for 5.60 hours/day at the NCEC, change to Special Ed EA PCA - Self Contained for 3.35 hours/day, and Hand in Hand for 2.80 hours/day at the NCEC, effective 8/25/2025.
43. Ada Leaphart, 1.0 FTE Art Teacher at Greenvale Park, change to Art Teacher .80 FTE Greenvale Park/.20 FTE Spring Creek, effective 8/25/2025.
44. Anne Lehmkuhl, .50 Assistant Volleyball Coach at the High School, change to 1.0 Assistant Volleyball Coach at the High School, effective 8/11/2025.
45. Sara Line, 1.0 FTE Early Childhood Coordinator (225 days/year) at the NCEC, change to .90 FTE Early Childhood Coordinator (202.5 days/year) at the NCEC, effective 7/1/2025.
46. Correction: Angie Lynch, Teacher at the ALC, add ALC Boundary Waters Teacher for up to 40 hours, effective 6/9/2025-6/13/2025. Lane/step.
47. Katie Malecha, Special Ed EA PCA for 7 hours/day at Bridgewater, change to Special Ed EA PCA for 6.75 hours/day at Bridgewater, effective 8/25/2025.
48. Sarah Marohl, Special Ed EA PCA for 2.50 hours/day, Kindergarten EA for 1 hour/day, Supervisory EA for .50 hours/day, and Nurse Lunch Coverage for .50 hours/day at Greenvale Park, change to Kindergarten EA for 1 hour/day, Nurse Lunch Coverage for .50 hours/day, and .50 supervision at Greenvale Park, effective 8/25/2025.
49. Armando Martinez Rosas, Head Custodian at Greenvale Park, change to Head Custodian at the Middle School, effective 5/27/2025.
50. Beth Momberg, Special Ed EA PCA NB program for 3.50 hours/day, and Hand in Hand for 2.80 hours/day at the NCEC, change to Special Ed EA PCA NB program for 6.10 hours/day at the NCEC, effective 8/25/2025.
51. Diane Nagy, Special Ed Teacher at Bridgewater, add Special Ed Resource Teacher ESY for up to 5.75 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025. Lane/step
52. Diane Nagy, 1.0 FTE Special Ed Teacher at Bridgewater for the 2024-2025 school year, continue for the 2025-2026 school year, effective 8/25/2025-6/10/2026.
53. Deborah Navarro, 1.0 FTE Special Ed Teacher at Greenvale Park, change to 1.0 FTE Special Ed Teacher at the Middle School, effective 8/25/2025.
54. Marilyn Nelson, Special Ed EA PCA - Self Contained for 2.80 hours/day at the NCEC, change to Special Ed EA PCA - Self Contained for 2.65 hours/day at the NCEC, effective 8/25/2025.
55. Jessy Nivala, Grade 2 Teacher at Greenvale Park, change to Grade 1 Teacher at Greenvale Park, effective 8/25/2025.
56. Erin Nohava-Hall, Grade 1 Teacher at Bridgewater, change to Grade 2 Teacher at Bridgewater, effective 8/25/2025.
57. Kim Norton, Special Ed EA PCA Hand in Hand program for 3.50 hours/day, and NB Program for 2.80 hours/day at the NCEC, change to Special Ed EA PCA Hand in Hand program for 3.30 hours/day, and Special Ed EA PCA-self contained for 2.80 hours/day at the NCEC, effective 8/25/2025.

58. Theresa Olson, Special Ed EA PCA DCD for 6.75 hours/day at Greenvale Park, change to Special Ed EA PCA DCD for 6.50 hours/day, and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
59. Rebekah Patterson, .55 FTE Title Teacher at Spring Creek, change to 1.0 FTE Special Ed Teacher at Bridgewater, effective 8/25/2025-6/10/2026.
60. Danielle Pickup, Social Worker at .40 FTE High School/.60 FTE NCEC, change to Social Worker at .60 FTE High School/.40 FTE NCEC, effective 8/25/2025.
61. Scott Pitts, General Ed EA for 6 hours/day at Bridgewater, change to Special Ed EA PCA for 6 hours/day and Supervisory for .50 hours/day at Bridgewater, effective 8/25/2025.
62. Teri Quamme, Special Ed EA PCA EBD for 7 hours/day at the High School, change to Special Ed EA PCA DCD for 3.25 hours/day, Special Ed EA PCA ASD for 3.25 hours/day, and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
63. Sophia Ranslow, Special Ed EA PCA for 6.50 hours/day at Greenvale Park, change to Special Ed EA PCA for 6.75 hours/day at Greenvale Park, effective 8/25/2025.
64. Deb Rasmussen, Guidance Counselor for 197 work days at the High School, change to Guidance Counselor for 202 work days at the High School, effective 8/1/2025.
65. Nicole Rasmussen, Special Ed EA PCA for 7 hours/day at Bridgewater, change to Special Ed EA PCA for 6.75 hours/day at Bridgewater, effective 8/25/2025.
66. Melissa Reed, School Psychologist at .80 FTE Spring Creek/.20 FTE ALC, change to School Psychologist at .80 FTE High School/.20 FTE ALC, effective 8/25/2025.
67. Katie Remy, Special Ed EA PCA for 6.92 hours/day at the Middle School, change to Special Ed EA PCA for 6.75 hours/day at the Middle School, effective 8/25/2025.
68. Elga Reyes de Broughton, Special Ed EA PCA at Spring Creek, add Special Ed EA PCA ESY for up to 5.75 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
69. Elga Reyes de Broughton, Special Ed EA PCA for 6.50 hours/day at Spring Creek, change to Special Ed EA PCA for 6.75 hours/day and Supervisory EA for .25 hours/day at Spring Creek, effective 8/25/2025.
70. John Sand, .90 FTE Phy Ed Teacher/.10 FTE Health Teacher at the High School, change to 1.0 FTE Phy Ed Teacher at the High School, effective 8/25/2025.
71. Leah Sand, .30 FTE Health Teacher/.70 FTE Phy Ed Teacher at the High School, change to .50 FTE Health Teacher/.50 FTE Phy Ed Teacher at the High School, effective 8/25/2025.
72. John Scheil, 1.0 FTE Phy Ed Teacher at Greenvale Park, change to .75 FTE Phy Ed Teacher at Greenvale Park, effective 8/25/2025.
73. Michael Shaeffer, Special Ed EA PCA Work Based Learning Job Coach for 6.25 hours/day, and Flex Supervision for .50 hours/day at the High School, change to Special Ed EA PCA Resource for 6.50 hours/day, and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
74. Michelle Sonnega, .80 FTE English Teacher and .20 FTE ADSIS Reading Teacher at the High School, change to 1.0 FTE English Teacher at the High School, effective 8/25/2025.
75. Lindsay Svien, Kindergarten EA for 1 hour/day and Special Ed EA PCA for 1.4 hours/day at Greenvale Park, change to Kindergarten EA for 1 hour/day at Greenvale Park, effective 8/25/2025.
76. Correction: Eric Swan McDonald, Teacher at the ALC, add ALC Boundary Waters Teacher for up to 40 hours, effective 6/9/2025-6/13/2025. Lane/step.
77. Grace Swanson, Community School Site Lead with Community Education, extend position until 6/30/2025.
78. Grace Swanson, Community School Site Lead at Greenvale Park, change to Targeted Services Summer Site Lead for up to 30 hours/week at Greenvale Park, effective 7/1/2025-8/10/2025. Step 3-\$25.39/hr.
79. Mitchell Swenson, Summer Maintenance Technician 6 am - 3:30 pm with Buildings and Grounds, change to Summer Maintenance Technician 11 am - 7 pm with Buildings and Grounds, effective 5/19/2025-6/4/2025.
80. Jessica Tietz, Special Ed EA PCA in Hand-in-Hand for 5.60 hours/day at the NCEC for the 2024-2025 school year only, change Special Ed EA PCA in Hand-in-Hand for 4 hours/day at the NCEC ongoing, effective 8/25/2025.
81. Jessica Toft, Special Ed EA PCA for 4 hours/day at Bridgewater, change to Special Ed EA PCA for 5.50 hours/day at Bridgewater, effective 8/25/2025.
82. Molly Viesselman, 1.0 FTE Director of Human Resources, change to .60 FTE Director of Human Resources, effective 7/1/2025.
83. Laura Vind, Special Ed EA PCA NB/ASD for 5.95 hours/day and Flex Supervision for .50 hours/day at the High School, change to Special Ed EA PCA EBD for 6.75 hours/day and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
84. Justine Voronkova, Special Ed EA PCA at the High School, add Special Ed EA PCA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
85. Justine Voronkova, Special Ed EA PCA Resource/LI Program for 4.85 hours/day at the High School, change to Special Ed EA PCA LI Program for 6.75 hours/day at the High School, effective 8/25/2025.
86. Michele Warden, General Ed EA for 2 hours/day and Media EA for 5.50 hours/day at Bridgewater, change to General Ed EA for 2 hours/day, Kindergarten EA for 4 hours/day and Special Ed EA PCA for 1.50 hours/day at Bridgewater, effective 8/25/2025.
87. Kaycee Welch, Early Childhood Special Ed EA PCA for 7.0 hours/day at the NCEC, change to Early Childhood General Ed EA for 6.8 hours/day at the NCEC, effective 8/25/2025.

88. Beth Winter, Special Ed EA PCA at Greenvale Park, add Special Ed EA PCA ESY for up to 5.75 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
89. Beth Winter, Special Ed EA PCA for 3.55 hours/day, General Education Supervision for 2.25 hours/day, and Kindergarten EA for 1.0 hour/day at Greenvale Park, change to Special Ed EA PCA for 3.25 hours/day, General Education Supervision for 2.25 hours/day and Kindergarten EA for 1.0 hour/day at Greenvale Park, effective 8/25/2025.
90. Elizabeth Wohlers, ABE Teacher for up to 550 hours/year at the NCEC for the 2024-2025 school year, change to ABE Teacher for up to 550 hours/year at the NCEC for the 2025-2026 school year, effective 7/1/2025.
91. Corrine Yamry, Guidance Counselor for 202 work days at the Middle School, change to Guidance Counselor for 202 work days at the High School, effective 7/1/2025.
92. Brent Yule, 1.0 FTE Phy Ed/Health Teacher at the High School, change to Phy Ed Teacher at .30 FTE ALC/.20 FTE Phy Ed/.50 FTE Health Teacher at the High School, effective 8/25/2025.
93. Carina Zick, Special Ed EA PCA NB Program for 6 hours/day and Special Ed Bus EA for 1.50 hours/day at Spring Creek, change to Special Ed EA PCA Work Based Learning Job Coach for 3.25 hours/day, Special Ed EA DCD for 3.25 hours/day and Flex Supervision for .50 hours/day at the High School, effective 8/25/2025.
- iii. Leave of Absence
 1. Anna Kelly, Science Teacher at Greenvale Park, .20 FTE Leave of Absence for the 2025-2026 school year.
- iv. Retirements/Resignations/Terminations
 1. Sara Bartholomew, Special Ed Teacher at the High School, resignation effective 6/6/2025.
 2. Anna Dols, Assistant Volleyball Coach at the High School, resignation effective 5/17/2025.
 3. Cara Holland, Yearbook Advisor at the Middle School, resignation effective at the end of the 2024-2025 school year.
 4. Averie Line, Educational Assistant at the NCEC, resignation effective at the end of the 2024-2025 school year. She will continue as an EA and Teacher substitute.
 5. Rebecca Messer, AP Exam Coordinator, resignation effective at the end of the 2024-2025 school year. She will continue as a substitute teacher in the district.
 6. Danielle Schroeder, Teacher at Greenvale Park, resignation effective at the end of the 2024-2025 school year.
 7. Bubba Sullivan, 9th Grade Football Coach at the High School, resignation effective 5/20/2025.
 8. Molly Viesselman, Director of Human Resources, retirement effective 6/30/2025.
- 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
 Krueger, Bailey

*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. Revised 2024-25 Child Nutrition Fund Budget. This budget revision was presented at the May 12, 2025 board meeting. The revised 2024-25 budget reflects revenues of \$2,550,906 and expenditures of \$2,746,877.

Superintendent's Recommendation: Motion to approve the Revised 2024-25 Child Nutrition Fund Budget as presented.

- b. Revised 2024-25 Community Education Fund Budget. This budget revision was presented at the May 12, 2025 board meeting. The revised 2024-25 budget reflects revenues of \$4,104,481 and expenditures of \$4,267,822.

Superintendent's Recommendation: Motion to approve the Revised 2024-25 Community Education Fund Budget as presented.

- c. Policy Committee Recommendations. The board is requested to approve the policy committee's recommended changes to policies 413, 421, 422, 427, 512, 704 and 906.

Superintendent's Recommendation: Motion to approve the policy committee's recommended changes to policies 413, 421, 422, 427, 512, 704 and 906 as presented.

9. Items for Information

- a. Construction Update No. 10. Superintendent Hillmann will provide an update on the NHS construction project.
- b. Graduation Reminder. 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. Board members should meet in the high school office on June 1 at 1:30 p.m.

10. Future Meetings

- a. 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.
- b. Monday, June 9, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, July 14, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- d. Monday, August 11, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

Reaching Out, Reaching Up:

THE 2027 STRATEGIC PLAN



VISION

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

BENCHMARKS

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

STRATEGIC COMMITMENTS



People

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



Learner Outcomes

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



Equity

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



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

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



Partnerships

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

District Youth Council Update

5/27/25

The purpose of District Youth Council is to serve as a bridge between the student body and the school board.



2024-2025 Recap: Forums

In-person presentations and conversations are often one of the most effective ways to spread information to the student body.



- Reimagine Referendum
 - Provide information to students to bring back to adults in their lives
- Candidate
 - Ensure students understand the candidates running for (re)election.
 - Printed pamphlets with bios of all candidates
- Budget
 - In addition to representatives on Budget Prioritization teams, DYC helped facilitate forums with District Leadership for students to understand the process of reductions

2024-2025 Recap: Outreach and Connection

District Youth Council seeks to strengthen relationships with both students and board members.



- Menstrual products
 - DYC has supplied menstrual products in bathrooms at the high school since 2018 with financial support from Northfield YouthBank
 - After the change in state legislation, DYC noticed inconsistencies in the restocking of menstrual supplies in bathrooms
 - DYC continues to supply menstrual product bags for students during longer breaks (Winter and Spring)
- School Board Brunch

2024-2025 Recap: NHS Community Collaboration

These events were not designed by NYC, but members participated, and brought information back to the group to inform future projects.



- Reimagine brainstorming
 - Engaged in conversation with peers
 - Developed hopes for new building
- Core Planning Team Participation
- Budget Prioritization Participation
- MSBA Day on the Hill
- YEA Data Summit
 - Multi-district annual meeting
 - Reviewed data regarding cell phone use since the implementation of new policy
- Principal selection process

Next Year

DYC will have:

- 19 members
- 2 co-chairs
- 2 subcommittees (student + board relations)

Upcoming events/projects:

- Continued menstrual product support
- Gather feedback as-needed for the Reimagine design and construction project
- School Board Brunch

Questions?



Construction Fund
Proposed Budgets for 2024-25 and 2025-26
Val Mertesdorf, Director of Finance
Presented to the Board on 5.27.2025

After a successful referendum in November 2024, the district will have a building construction fund again for the next several years to ensure the funds authorized by the voters are used only for the projects. The building construction fund is a separate fund used to record all operations of a district's building construction funded by the sale of bonds.

The district sold the first of two bonds in February 2025. The deposit of the bond proceeds is required to be kept in a separate fund to reconcile the operations of our construction projects. The revenue in the construction fund consists of the initial bond proceeds, interest earned on the proceeds and donations specific to the project. Expenditures will consist of construction and project related costs. We are incredibly grateful to our community for this opportunity.

The community approved 3 ballot questions related to the Reimagine Northfield High School referendum.

- Question 1: 120,000 sq ft, multi-story classroom addition and a music addition. Demolition of the D, H, M and S wings as well as renovation to the remaining facility.
- Question 2: Addition of an expanded gymnasium.
- Question 3: Construction and installation of a geothermal system.

The multi-year project was estimated to have total project funding of \$121,600,000. After our first bond sale, that estimate is currently \$125,990,600. This additional project funding is a result of an excellent initial bond sale and better than projected interest earnings. The district's strong financial stewardship and reputation has created a positive financial picture for the project. This is welcome flexibility as we navigate a volatile market.

We have based the expenditures off the estimated draw schedule. This is provided by Wold Architects and Knutson Construction. It is an estimate based on planned construction timelines of when the money will be expended. There are several variables with construction and we will monitor the budget to make sure we are on track or present a revised budget as needed.

This presentation includes a proposed budget for 2024-25 and 2025-26. On the financial summary you will see that the proposed budget for 2024-25 includes the bond proceeds for the first bond sale. It also includes \$1,000,000 of the \$2,000,000 Carleton pledged toward the project. The expenditures are the financing costs of the bond as well as the initial project costs including architectural design and other fees.

The proposed budget for 2025-26 only includes interest earnings revenue. The second bond sale is anticipated in the 2026-27 school year. The expenditures are based on the draw schedule that Wold and Knutson collaborated on.

The district is fortunate to have the opportunity to enhance the high school facility to better support students, staff and the community. We are grateful for Carleton's historic pledge affirming their deep investment in this community.



Building Construction Fund
Proposed Budgets
2024-25 | 2025-26

Building Construction Fund

- Separate fund used to record all operations of a district's building construction funded by the sale of bonds.
- Revenues consist of bond proceeds and interest earnings.
- Expenditures consist of construction related costs.
- After a successful bond in November 2024, the District sold bonds in February 2025 to begin work on the projects identified in the referendum.

Project Scope

Location	Description	Construction Cost	Total Project Cost
Northfield High School	Question 1: 120,000 sq ft, multi-story classroom addition, music addition. Demolition of the D, H, M & S wings (102,000 sq ft). Renovation of the remainder of the building.	\$77,099,505	\$95,830,316
	Question 2: Addition of an expanded gymnasium.	\$15,760,500	\$18,762,500
	Question 3: Construction and installation of a geothermal system.	\$5,880,000	\$7,000,000
Total Costs		\$98,740,005	\$121,592,816

Revenue Projection

	2025A Bond Sale	2027A Bond Sale	Donations	Total Estimated Funding	Election Estimate	Variance
Construction Proceeds	\$39,342,302	\$80,600,000	\$2,010,000	\$121,952,302	\$119,633,800	\$2,318,502
Estimated Retainable Interest	\$2,201,298	\$1,737,000	\$100,000	\$4,038,298	\$1,966,200	\$2,072,098
Total Project Funding	\$41,543,600	\$82,337,000	\$2,110,000	\$125,990,600	\$121,600,000	\$4,390,600

Draw Schedule

Month	Year	Gross Billing	Retention	Net Billing	Cumulative
August	2025	\$1,089,651	\$54,483	\$1,035,168	\$1,035,168
September	2025	\$440,959	\$22,048	\$418,911	\$1,454,080
October	2025	\$590,176	\$29,509	\$560,667	\$2,014,747
November	2025	\$722,312	\$36,116	\$686,196	\$2,700,943
December	2025	\$923,584	\$46,179	\$877,405	\$3,578,348
January	2026	\$1,123,032	\$56,152	\$1,066,880	\$4,645,228
February	2026	\$1,199,679	\$59,984	\$1,139,695	\$5,784,923
March	2026	\$1,545,426	\$77,271	\$1,468,155	\$7,253,078
April	2026	\$1,720,967	\$86,048	\$1,634,919	\$8,887,997
May	2026	\$2,015,394	\$100,770	\$1,914,624	\$10,802,621
June	2026	\$2,179,283	\$108,964	\$2,070,319	\$12,872,940
Totals		\$13,550,463	\$677,523	\$12,872,940	

Financial Summary

	2024-25 Proposed Budget	2025-26 Proposed Budget
Beginning Balance	\$ -	\$ 39,330,609
Bond Proceeds	\$ 39,920,609	\$ -
Donations	\$ 1,010,000	\$ -
Interest Earnings	\$ 150,000	\$ 1,625,000
Total Sources	\$ 41,080,609	\$ 40,955,609
Project Expenditures	\$ 1,750,000	\$ 13,550,463
Ending Fund Balance	\$ 39,330,609	\$ 27,405,146

Questions?

Thank you!



General Fund | Proposed Budget | 2025-26

Val Mertesdorf, Director of Finance

Presented to the Board on 5.27.2025

Enrollment: Enrollment drives approximately 70% of our total revenue. We are projecting a 32-student decline or 37 weighted pupil decline. The state uses our adjusted pupil counts and weighs each student based on their grade level. This weighted calculation is called adjusted pupil units or APU. Pre-Kindergarten through grade 6 earn 1.0 and grades 7-12 earn 1.2. The enrollment projection looks at historical trends and birth rates. The proposed budget assumes 4,120.24 adjusted pupil units for the 2025-26 school year.

We are often asked why enrollment is declining and we can directly tie this issue to two items. First, there is a declining birth rate. This is not specific to Northfield, but the state and nation as well. The second reason is the housing crisis. There is a lack of affordable, single-family homes available within the school district boundaries. Northfield has 178 square miles and our last update indicated less than 30 single family homes available.

Revenue Assumptions:

Property Taxes: We already know how much revenue we will receive from property taxes due to the timing of the levy certification in December. The slight decline is due to declining enrollment as well as a formula shift for Long Term Facilities Maintenance that resulted in approximately \$400,000 being paid in state aid rather than local levy.

State Sources: The basic formula generates approximately 48% of our total revenue. We know the state is providing a 2.74% increase in the basic per pupil funding from \$7,281 to \$7,481 per pupil unit. This is our largest source of revenue. Below is a chart that shows the increases we've received from the legislature up against our declining enrollment. While the state has provided a 2.74% increase for the 2025-26 school year, in actuality we will only realize a 1.83% increase in revenue from the basic formula.

	2021-22	2022-23	2023-24	2024-25	2025-26
Basic Formula	\$ 6,728	\$ 6,863	\$ 7,138	\$ 7,281	\$ 7,481
Inflationary Increase	2.45%	2.01%	4.01%	2.00%	2.74%
APU	4,259.37	4,190.93	4,232.40	4,157.31	4,120.24
Total Revenue	\$ 28,657,041	\$ 28,762,353	\$ 30,210,871	\$ 30,269,374	\$ 30,823,515
Difference	\$ 331,863	\$ 105,311	\$ 1,448,519	\$ 58,503	\$ 554,141
% Increase Realized	1.17%	0.37%	5.04%	0.19%	1.83%

We also receive other state aids and categorical funding. We are projecting our state special education aid to be flat: the legislature has been discussing formula impacts that would negatively impact special education aid. In addition, we are budgeting for approximately \$225,000 in summer unemployment aid: we believe this funding will be covered for 2025-26.

The increases in state sources are driven primarily by the inflationary increase and the LTFM shift from levy to state aid.

Federal Sources: In 2024-25, we shifted \$600,000 of our federal special education funding to pay for tuition billing (expenditures for resident students being served in another district). This shift lowered our federal sources, and increased our state special education aid. We are also budgeting conservatively given the uncertain nature of our federal funding allocations. We are assuming we will receive the same funding streams, just at a slightly reduced rate.

Local Sources: The budget for local sources assumes a 10% increase in activity fees for both the high school and middle school. It also assumes an increase to ticket prices for entry to events.

The 2025-26 school year will be the first year of a transportation fee. That is included in this budget as a recommendation from the priority-based budget process. In addition, this includes \$500,000 for our student activity funds and carry-over accounts. These accounts are self-sustaining, so the budget is the same for both revenue and expenditures.

The proposed revenue for 2025-26 is \$69,163,802.

Expenditure Assumptions: The district worked through an extensive priority-based budget process that resulted in \$5.8 million in reductions or increased revenue. Salaries and benefits make up approximately 80% of the total budget. This spring the district will negotiate with the Northfield Education Association. All other contract groups are entering the second year of their contract, so the rates are known. Benefits are projected to increase: our three statutory benefits (FICA/PERA/TRA) are a percentage of salary. In addition, there was an 8% increase in the statutorily required employer contribution for TRA. We are also planning for a 5% increase in health insurance and continued increases in our retiree health insurance as we see more staff retiring.

While staffing is a moving target, there are a few items to point out in the salary budget. There is a wide variety of impacts from the priority-based budget recommendations that impact nearly every area of the budget. The original elementary reduction included a 9.0 FTE reduction. With a high priority on low class size (20) at Kindergarten we have two buildings that will require an additional section. One will be funded using the contingency allocation, and the other is included in this budget. Kindergarten is the most challenging grade level to predict.

In the non-salary budget, we have included a 2% increase in transportation, an increase in property insurance, and most other items were held flat.

The proposed expenditures for 2025-26 are \$67,854,324.

Summary: When all the assumptions come together we are proposing a general fund budget with revenues of \$69.1 million and expenditures of \$67.8 million. The budget prioritization process has helped identify what is most important to our staff, families and community. We are grateful to be able to respond to declining enrollment and significant inflationary pressures from a position of strength. The proposed budget shows the unassigned fund balance percentage at 15.92%. The calculation of the fund balance as a percentage of expenditures excludes operating capital, long term facility maintenance, scholarships and student activities. While I'm grateful to present a budget that meets our goals, I would be remiss if I didn't mention the outlook at both the state and federal level are not optimistic, but we will continue to monitor the potential threats to funding closely and keep the board updated.

As always, the budget is an estimate and a plan of how we intend to spend our valuable resources. Stewardship is a strategic commitment in this district. We are in a much stronger financial position than many other districts. Our financial cycle will allow us to continue to monitor and respond to the changing enrollment in a thoughtful, proactive manner. We have been and will continue to be good stewards of the resources entrusted to us.

I also want to express my sincere gratitude to the 80+ people that volunteered their time, energy and ideas to help the district craft priority-based budget reduction recommendations.

2025-2026 Proposed Budget

GENERAL FUND

May 27, 2025



Enrollment Projections

Adjusted Pupil Units								
Year	Pre-K	KG	1-3	4-6	7-12	Total	APU	Difference
2019-20	42.81	246.52	764.36	892.76	2,072.59	4,019.04	4,433.56	(26.84)
2020-21	44.33	202.40	747.90	843.88	2,062.29	3,900.80	4,313.26	(120.30)
2021-22	49.12	245.02	750.76	822.91	1,992.97	3,860.78	4,259.37	(53.88)
2022-23	52.79	237.58	736.98	802.34	1,967.70	3,797.39	4,190.93	(68.44)
2023-24	53.00	230.57	749.84	843.11	1,963.23	3,839.75	4,232.40	41.47
2024-25#	55.49	204.64	749.41	839.89	1,923.23	3,772.66	4,157.31	(75.09)
2025-26#	56.50	209.46	727.45	851.25	1,896.32	3,740.98	4,120.24	(37.06)

- Estimated Enrollment

Revenue Assumptions

● State Sources

- 2.7% increase in basic revenue (\$7,481 per APU)
- Enrollment – declining
- Special Education
- Summer Unemployment
- Compensatory

● Property Taxes

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

● Federal Sources

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

● Local Sources

- Assumes 10% increase in rates and stable participation levels for activities fees
- New fee for transportation
- MA Revenue
- Interest earnings

Revenue Summary

	2022-23 AUDIT RESULTS	2023-24 AUDIT RESULTS	2024-25 REVISED BUDGET	2025-26 ADOPTED BUDGET
PROPERTY TAXES (LEVY)	\$ 14,428,100	\$ 15,579,902	\$ 18,386,381	\$ 18,214,595
STATE SOURCES	\$ 40,469,579	\$ 45,025,813	\$ 46,452,052	\$ 47,336,761
FEDERAL SOURCES	\$ 4,274,807	\$ 1,284,792	\$ 948,005	\$ 870,000
LOCAL SOURCES	\$ 2,095,339	\$ 3,208,883	\$ 1,962,684	\$ 2,742,446
Total	\$ 61,267,825	\$ 65,099,390	\$ 67,749,122	\$ 69,163,802

Expenditure Assumptions

- Salaries
 - Negotiating with NEA
 - Priority-Based Budget reductions
- Benefits
 - FICA/PERA/TRA – percentage of salary
 - TRA increasing 8%
 - 5% in health contribution



Expenditure Assumptions

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



Expenditures by Program

	2022-23 AUDIT RESULTS	2023-24 AUDIT RESULTS	2024-25 REVISED BUDGET	2025-26 ADOPTED BUDGET
ADMINISTRATION	\$ 2,257,679	\$ 2,365,595	\$ 2,493,156	\$ 2,267,738
DISTRICT SUPPORT SERVICES	\$ 1,393,996	\$ 1,484,590	\$ 1,683,445	\$ 1,360,639
REGULAR INSTRUCTION	\$ 29,691,044	\$ 30,316,827	\$ 32,565,294	\$ 33,361,722
VOCATIONAL INSTRUCTION	\$ 194,979	\$ 513,423	\$ 544,198	\$ 614,074
SPECIAL EDUCATION	\$ 12,574,538	\$ 13,539,406	\$ 13,852,991	\$ 13,167,626
INSTRUCTIONAL SUPPORT	\$ 2,825,507	\$ 2,762,472	\$ 3,015,679	\$ 3,031,138
PUPIL SUPPORT	\$ 5,202,669	\$ 5,573,343	\$ 5,747,117	\$ 5,626,968
SITE & BUILDINGS	\$ 4,813,863	\$ 4,685,878	\$ 5,191,138	\$ 5,291,904
FISCAL & OTHER FIXED COSTS	\$ 272,456	\$ 301,313	\$ 298,474	\$ 375,462
CAPITAL OUTLAY	\$ 3,967,763	\$ 2,246,159	\$ 2,950,174	\$ 2,757,053
TOTAL	\$ 63,194,494	\$ 63,789,006	\$ 68,341,666	\$ 67,854,324

Expenditures by Object

	2022-23 AUDIT RESULTS	2023-24 AUDIT RESULTS	2024-25 REVISED BUDGET	2025-26 ADOPTED BUDGET
SALARIES	\$ 35,631,953	\$ 36,572,885	\$ 38,213,121	\$ 37,570,816
BENEFITS	\$ 13,949,786	\$ 14,705,839	\$ 15,834,415	\$ 16,304,011
PURCHASED SERVICES	\$ 6,739,378	\$ 7,503,758	\$ 7,906,124	\$ 7,573,834
SUPPLIES	\$ 2,289,606	\$ 2,473,039	\$ 3,075,731	\$ 3,297,313
DUES & MEMBERSHIPS	\$ 616,008	\$ 287,326	\$ 362,101	\$ 351,297
CAPITAL OUTLAY	\$ 3,967,763	\$ 2,246,159	\$ 2,950,174	\$ 2,757,053
TOTAL	\$ 63,194,494	\$ 63,789,006	\$ 68,341,666	\$ 67,854,324

General Fund Summary

	2022-23 AUDIT RESULTS	2023-24 AUDIT RESULTS	2024-25 REVISED BUDGET	2025-26 ADOPTED BUDGET
REVENUE	\$ 61,267,825	\$ 65,099,390	\$ 67,749,122	\$ 69,163,802
EXPENDITURES	\$ 63,194,494	\$ 63,789,006	\$ 68,341,666	\$ 67,854,324
DIFFERENCE BEGINNING FUND BALANCE	\$ (1,926,669)	\$ 1,310,384	\$ (592,544)	\$ 1,309,478
	\$ 15,193,216	\$ 13,266,547	\$ 14,576,931	\$ 14,943,489
ENDING FUND BALANCE	\$ 13,266,547	\$ 14,576,931	\$ 13,984,387	\$ 16,252,967
RESTRICTED	\$ 5,561,095	\$ 6,211,200	\$ 6,199,945	\$ 6,236,230
UNASSIGNED	\$ 7,705,452	\$ 8,365,731	\$ 7,784,442	\$ 10,016,737
TOTAL FUND BALANCE	\$ 13,266,547	\$ 14,576,931	\$ 13,984,387	\$ 16,252,967
UNASSIGNED FUND BALANCE %	13.10%	13.83%	12.17%	15.92%

Questions?

- Thanks for your time!





a Berkshire Hathaway affiliate

AMENDMENT TO PURCHASE AGREEMENT

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1. Date 04/24/2025

2. Page _____ of _____ pages

3. The undersigned parties to a Purchase Agreement, dated May 07 2024
 4. (Date of this Purchase Agreement), pertaining to the purchase and sale of the Property at
 5. XXX Gleason Rd Dundas MN 55019

6. hereby mutually agree to amend said Purchase Agreement as follows:

7. **The following contingency dates shall be:**

8. **DUE DILIGENCE ADDENDUM**

9. **Line 36 - Phase 1: May 29, 2026.**

Line 71 - Governmental Approval: May 29, 2026.

10. **Line 84 - Other Contingencies: May 29, 2026.**

11. **PURCHASE AGREEMENT**

12. **Closing shall be on or before May 29, 2026.**

13.

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30. All other terms and conditions of the Purchase Agreement to remain the same.

31. _____
 (Seller) (Date)

 04/25/25
 (Buyer) **Lance Manty** (Date)

32. _____
 (Seller) (Date) (Buyer) (Date)

33. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).**
 34. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

**NORTHFIELD PUBLIC SCHOOLS
PUPIL TRANSPORTATION CONTRACT
NORTHFIELD, MINNESOTA 55057**

This Agreement is made effective August 1, 2025 by and between Independent School District 659, Northfield, of the Counties of Rice, Dakota and Goodhue and the State of Minnesota, hereinafter described as "School District" and Benjamin Bus, Inc. hereinafter described as "Contractor" as follows:

1.0 It is contracted and agreed by and between the said parties that the Contractor shall transport school pupils required to be transported by the School District from any points on the designated routes to and from designated schools according to the routes and schedules as are furnished from time to time by the Superintendent of the School District, or designee for the period of this contract.

2.0 The Contractor agrees:

- 2.1 To furnish chassis and passenger school bus bodies both conforming to State and Federal laws and regulations relating to school buses.
- 2.2 To keep said school buses stored in a heated facility that is located within the School District so that they will insure proper warmth and comfort for the pupils transported therein, each bus to be equipped with sufficient heaters.
- 2.3 To have said buses maintained by qualified mechanics so that they will be at all times in good mechanical condition and kept clean and will from time to time add such equipment and safety devices as may be required by any new regulations of the State of Minnesota relating to school buses.
- 2.4 To furnish drivers over 18 years of age in good health and in possession of a valid Class B Commercial Driver's License with school bus endorsement issued by Motor Vehicle Department of the State of Minnesota, for said buses in adequate numbers and of proper qualifications to fulfill the requirements of this Agreement.
- 2.5 To establish and enforce regulations for the rules relating to the conduct of such drivers.
- 2.6 To discharge or replace any drivers violating rules of conduct or not meeting qualifications or such requirements or qualifications as may be established herein in addition thereto.
- 2.7 To maintain a current, detailed computerized database of all transportation eligible students.

3.0 The entire operation contemplated in this Agreement shall comply with applicable rules and regulations adopted by the Minnesota Department of Education, State Department of Transportation and the School District presently in effect or now or hereafter adopted and required. The Contractor will be bound by all rules and regulations, local ordinances, or state laws relating to road conditions and road restrictions and any other regulations relating to the operations contemplated herein.

4.0 The School District agrees to pay the Contractor in consideration and compensation of Contractor's obligation for performance under this contract at the rates listed in Appendix A. In the event of inclement weather or impassability of roads or whenever school is cancelled, delayed or is dismissed early, District shall notify Contractor not later one hour prior to such cancellation or delay. Should the number of days' transportation be required to decrease during the school year, as a result of weather conditions, strikes, gas shortages, school closing and emergencies, the base contract will be decreased by an amount equal to 10% of the daily contract charge per day decreased.

5.0 The Contractor will purchase fuel and the School District will agree to a fuel price adjustment which will be based on an indexed fuel price and compensation determined for actual prices compared to the index price.

- 5.1 During the term of the contract the index price for diesel and unleaded gasoline will be \$3.00 per gallon excluding the federal fuel excise tax.

- 5.2 The School District will be responsible for reimbursing the Contractor for fuel price adjustments above this index.
- 5.3 The Contractor will be required to substantiate the quantity of fuel used in fulfilling the service requirements of this request for quotation and the contract and the price paid for the fuel purchased.
- 5.4 The actual diesel fuel cost for this clause shall be the lesser price of the Contractor's price paid for their diesel fuel or the pump price at a School District designated supplier for the same period of time, month or day.

6.0 Contractor shall maintain during the life of the contract automobile, general liability and commercial umbrella insurance with minimum limits as follows:

- 6.1 automobile \$ 1,000,000 combined single limit (each accident)
- 6.2 general liability \$ 1,000, 000 per accident/\$ 2,000,000 aggregate
- 6.3 commercial umbrella \$4,000,000
- 6.4 Workers' compensation insurance as required by Minnesota law

The School District shall be named as an additional insured, and shall approve the company and policy submitted to fulfill this requirement and be included in an appropriate endorsement. Any additional coverage obtained by the Contractor will apply to this Agreement at the time secured.

7.0 Contractor shall not be held or deemed in any way to be the agent or employee of the School District. It is the intention of the parties that Contractor is and shall be considered as an independent contractor. No officer, employee or agent of Contractor shall be deemed to be an officer, or agent of the School District, unless he or she is also an officer or employee of the School District and in his or her course of employment with the School District. Contractor agrees to hold harmless and indemnify the School District from any and all claims, demands, causes of action, and suits against the School District caused by the negligence or intentional acts of the officers, employees and agents of the Contractor except to the extent: (i) such Claims are the result of the gross negligence or intentional misconduct of the School District or (ii) such Claims related to or arise out of disciplinary decisions related to student discipline or student behavior on Contractor' s vehicles, which decisions shall be made by the School District after consultation with the Contractor.

8.0 In the event Contractor is unable to provide the transportation services herein specified because of any act of nature, civil disturbance, fire, flood, war, governmental action, labor dispute involving District personnel, picketing, strike, or lockout, or any condition or cause beyond Contractor's control, District may excuse Contractor from performance under this Agreement.

9.0 This Agreement shall be in full force and effect for a period commencing August 1, 2025 and ending July 31, 2026.

10.0 The minimum service to be provided under this Agreement shall be to transport all pupils required to be transported under this Agreement to and from school to the residing place of the pupil. This statement shall not in any way excuse Contractor from performing all other obligations or duties required under this Agreement, or the specifications or quotations attached hereto, during the period of this Agreement for the consideration recited.

11.0 This Agreement may be amended or terminated by mutual agreement of the parties in writing approved by the School Board upon 90 days' written notice of one party to the other, or as is otherwise permitted by this Agreement or the specifications or bids attached hereto. Failure or refusal of either party to substantially perform the conditions of this Agreement during the term of the Agreement will permit the other party to terminate the Agreement upon 90 days' written notice in writing to the breaching party, unless within such 90-day period the breaching party shall correct the performance to the satisfaction of the other party, but both parties shall be entitled to all remedies provided by law in case of such breach,

failure or refusal, but neither party shall be required to accept less than full performance of this Agreement unless otherwise agreed in writing by the parties. All notices under this Agreement required to be given to the School District shall be directed to the Clerk of the School District at the School District's administrative offices. All notices required to be given to the Contractor shall be directed to it at its principal office last on record with the School District.

12.0 The specifications and general conditions relating hereto are included herein and made a part of this Agreement by reference along with any quotation submitted by Contractor, except as otherwise provided in this Agreement.

13.0 The School District shall approve any and all school bus routes, school bus stops, drivers and alternate drivers. The School District reserves the right to change or alter the schedules and routes of travel by giving at least two weeks' written notice to Contractor, but any additional costs shall be verified in writing by the Contractor and additional compensation shall be mutually agreed upon by the parties in writing.

14.0 Contractor cannot assign or transfer any part or all of its interest in this Agreement without the written approval of the School Board of the School District authorized at a regular or special meeting of the School Board.

15.0 Contractor and School District have complied with the provisions of M.S. 1238.52, subd. 3. Any adjustments or refunds under this Agreement shall be determined by mutual consent of the parties.

IN WITNESS WHEREOF, the parties have executed this agreement below.

Benjamin Bus, Inc.
Northfield, MN

Independent School District 659
Northfield, MN

Signed: _____

Signed: _____

By: _____
(Name)

By: _____
(Name)

Its: _____
(Title)

Its: _____
(Title)

Dated this _____ day of
_____, 2025

Dated this _____ day of
_____, 2025

APPENDIX A: COST QUOTES FOR STUDENT TRANSPORTATION SERVICES

The COST QUOTES for each year of the term shall be based on a maximum of 173 days of school operation.

SCHOOL YEAR 2025-26 [Year Ending July 31, 2026]

- 1. Regular “To and From” Routes.** The cost for all regular “to and from” routes, home-to-school transportation, including the Extended Day program, for the days of school operation A.M. and P.M., using one or more of the following unit costs.

Bus Size	Cost Per Mile	Cost Per Hour	Cost Per Day
84 Passenger	NA	NA	NA
71-77 Passenger	NA	122.95	491.82

- 2. Special Education and Special Needs Services – In-District.** The cost for all in-District special education and special needs routes, including home-to-school and midday services, shall be submitted for the days of school operation using one or more of the following unit costs.

Bus and Van Size*	Lift?		Cost Per Mile	Cost Per Hour	Cost Per Day
Type C/D bus	<u>Yes</u>	No	NA	93.88	NA
Type A/B Mini-bus	<u>Yes</u>	No	NA	93.88	NA
Type III Van	<u>Yes</u>	No	NA	93.88	NA

* identify each bus size separately for a bus size that has an installed lift

- 3. Special Education and Special Needs Services – Out-of-District.** The cost for all out-of-District special education and special needs services, including home-to-school and homeless services, shall be submitted for the days of school operation using one or more of the following unit costs.

Bus and Van Size*	Lift?		Cost Per Mile	Cost Per Hour	Cost Per Day
Type C/D bus	<u>Yes</u>	No	NA	93.88	NA
Type A/B Mini-bus	<u>Yes</u>	No	NA	93.88	NA
Type III Van	<u>Yes</u>	No	NA	93.88	NA

* identify each bus size separately for a bus size that has an installed lift

- 4. Late Activity Services.** The cost for late activity services, using one or more of the following unit costs.

Bus and Van Size	Cost Per Mile	Cost Per Hour	Cost Per Day
Type C/D bus	NA	66.17	NA
Type A/B Mini-bus	NA	66.17	NA
Van or Type III	NA	66.17	NA

5. **Other Transportation Services.** The cost for all regular midday shuttle bus and van services and other services not otherwise identified, using one or more of the following unit costs.

Bus and Van Size*	Cost Per Mile	Cost Per Hour	Cost Per Day
Type C/D bus	NA	66.17	NA
Type A/B Mini-bus	NA	66.17	NA
Van or Type III	NA	66.17	NA

* identify each bus size separately for a bus size that has an installed lift

Optional: The rates for other transportation services can be quoted as a % of the rates for regular “to & from” transportation services. _____NA__ % of regular transportation rates in item 1 above.

3. **Extra-curricular and Athletic Trips; Activity and Field Trips.** Rates for extra-curricular, athletic, school activity trips and field trips, using one or more of the following unit costs:

a. <u>Trips within the school district boundaries</u>	<u>Cost Per Hour</u>	<u>Cost Per 1/4 Hour Waiting</u>	<u>Cost Per Trip</u>
i. Type C/D Bus	66.17	16.54	NA
ii. Type A/B Mini bus	66.17	16.54	NA
iii. Type III van	66.17	16.54	NA
b. <u>Trips outside the school district boundaries</u>			
i. Type C/D Bus	66.17	16.54	NA
ii. Type A/B Mini bus	66.17	16.54	NA
iii. Type III van	66.17	16.54	NA
iv. Coach bus	Quote	Quote	Quote
c. <u>Overnight trip outside the school district boundaries; add'l costs</u>		<u>Per Hour</u>	<u>Per Day Max</u>
i. Labor cost for overnight trips	Quote	Quote	Quote
ii. Overnight driver expenses	Quote	Quote	Quote
d. <u>Trailer</u>	XXXX	XXXX	NA

- Non-peak Trip Rate Discount: non-peak (8:30 am - 2:30pm & after 4:30pm) trip charge discount from regular rates in this item:

___0___ %

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

May 12, 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, Miller, Nelson, and Quinnell. Absent: None. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

On a motion by Quinnell, seconded by Nelson, the board approved the agenda.

3. Public Comment

There were three public comments.

4. Announcements and Recognitions

- Northfield High School's Envirothon team earned second place at the Southeast Minnesota Envirothon event and will be going to the state competition May 18-19.
- Northfield Middle School's Envirothon teams also did an outstanding job at the Southeast Minnesota Envirothon event. One team earned first place and the other team tied for second place, eventually receiving third place based on a tie breaker.
- Congratulations to Keith Harner and Macy Mueller who were awarded their Minnesota State FFA Degrees, an honor achieved by only 2% of FFA members statewide.
- Congratulations to the following FFA members who qualified to compete in the state FFA competition: Molly Albers, Tavis Ballstadt, Carter Feldman, Keith Harner, Sam Harner, Grant Kreft, Alison Malecha, Parker Malecha, and Gavin Winters.
- Congratulations to Noa Marohl, who placed fourth in Storytelling at the state speech tournament.
- Over \$100,000 was awarded in the form of 100+ local scholarships at Northfield High School's Senior Awards Night last Wednesday. We are incredibly proud of our senior class for their achievements and thank the scholarship donors and the Northfield community for their support.

5. Items for Discussion and Reports

- a. Reimagine Northfield High School Update. Sal Bagley with Wold Architects presented 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 presented the 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 presented the revised 2024-25 Community Education Budget and the proposed 2025-26 Community Education Budget. The 2025-26 proposed budget was 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 presented 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

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

- a. Minutes. Minutes of the regular school board meeting held on April 28, 2025.
- b. Gift Agreements. Gift agreements included in the board packet
- c. District Youth Council Members (DYC) 2025-26. The following students were approved to serve on the 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 Requests.
 - i. Area Learning Center (ALC) Teacher Eric Swan McDonald requested 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.
 - ii. NHS Envirothon Advisor Mark Auge requested board approval to take five students to Wolf Ridge in Finland, MN for the Envirothon State Competition May 18-19, 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.
 14. Vy Dinh, Targeted Services Student Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/7/2025. Step 1-\$15.66/hr.
 15. Whitney Gray, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 4-\$15.28/hr.
 16. Elsa Mitchell, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/28/2025-8/31/2025. Step 1-\$14.50/hr.
 17. Stefany Perez, Special Ed EA PCA for 6.75 hours/day and Supervisory for .25 hours/day at Spring Creek, beginning 5/21/2025. Step 2-\$18.73/hr. Prorated PCA stipend through the end of the 2024-2025 school year.
 18. Tin Truong, Targeted Services Student Summer Site Assistant for 6.50 hours/day Mon.-Thurs. at Greenvale Park, beginning 6/16/2025-8/7/2025. Step 1-\$15.66/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.
22. Addie Barber, Kid Ventures Student Site Assistant for up to 15 hours/week at Spring Creek, change to Kid Ventures Site Assistant on call as needed, effective 6/9/2025. Sub \$17.80/hr.
23. Jamison Baker, Kid Ventures Site Assistant for up to 15 hours/week at Greenvale Park, change to Kid Ventures Site Assistant for up to 0 hours/week, effective 6/2/2025.
24. Lily Becker, Kid Ventures Site Assistant with Community Education, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
25. Dylan Besch, Kid Ventures Student Site Assistant for up to 15 hours/week at Greenvale Park, change to Kid Ventures Student Site Assistant on call as needed, effective 6/9/2025-8/22/2025.
26. Isabella Bisel, Kid Ventures Student Site Assistant for up to 15 hours/week at Bridgewater, change to Kid Ventures Student Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
27. Amy Boecker, EA and Kid Ventures Site Assistant Substitute with Community Education, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025. Step 4-\$19.71/hr.
28. Amelia Brandt, Kid Ventures Site Assistant for up to 28.5 hours/week at Bridgewater, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
29. Anita Corwin, Early Ventures Site Assistant for 40 hours/week at the NCEC, change to Early Ventures Site Assistant for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
30. Kaci DeGroot, Early Ventures Teacher for 32 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.

31. Jules Doliscar, Occupational Therapist with the District, add a 1/5 overload in lieu of prep effective 1/6/2025-6/6/2025.
32. Claire Edwards, Kid Ventures Site Assistant for up to 15 hours/week at Spring Creek, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
33. Kari Engle, Office Specialist Class III at Greenvale Park, change to Office Specialist Class III at Bridgewater, effective 6/9/2025.
34. Adria Fischer, Early Ventures Teacher for 32 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
35. Isabel Fleming, Kid Ventures Site Assistant for up to 15 hours/week at Greenvale Park, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
36. Debbie Foley, Early Ventures Assistant Teacher for 25 hours/week and Child Nutrition for 5 hours/week at the NCEC, change to Early Ventures Assistant Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
37. Ilana Forsgren, Kid Ventures Site Assistant for up to 8.5 hours/week at Bridgewater, change to Kid Ventures Site Assistant on call as needed, effective 6/9/2025-8/22/2025.
38. Aimee Gerdesmeier, Kid Ventures Site Leader for 35 hours/week at Spring Creek, change to Kid Ventures Site Leader for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
39. Sara Gerdesmeier, Early Ventures Site Assistant for 37.50 hours/week at the NCEC, change to Early Ventures Site Assistant for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
40. Whitney Gray, Summer Instructor Assistant with Community Ed Recreation, add Summer Instructor Lead, effective 5/28/2025-8/31/2025. Step 4-\$16.32/hr.
41. Jaelyn Holz, Kid Ventures Student Site Assistant for up to 15 hours/week at Spring Creek, change to Kid Ventures Student Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
42. Kailyn Ims, Kid Ventures Site Assistant for up to 15 hours/week at Bridgewater, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
43. Ava Kallop, Lifeguard with Community Ed Recreation, extend end date to 6/30/2025.
44. Kimberly Kohaut, Community School Site Lead with Community Education, extend position until 6/30/2025.
45. Kimberly Kohaut, Community School Site Lead at Greenvale Park, change to Targeted Services Summer Site Lead for up to 30 hours/week at Greenvale Park, effective 7/1/2025-8/10/2025. Step 3-\$25.39/hr.
46. Briana Lanham, Kid Ventures Site Assistant for 28.5 hours/week at Spring Creek, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/22/2025.
47. Nicole Lazaro-Ascencio, Kid Ventures Student Site Assistant for up to 15 hours/week at Greenvale Park, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025. Step 2-\$18.43/hr.
48. Susan Lightfield, Kid Ventures Student Site Assistant for up to 8.5 hours/week at Spring Creek, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025. Step 2-\$18.43/hr.
49. Angie Lynch, Teacher at the ALC, add ALC Boundary Waters Teacher for up to 32 hours, effective 6/9/2025-6/13/2025. Lane/step.
50. McKenzie Malecha, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
51. Allison Mathews, Kid Ventures Student Site Assistant for up to 15 hours/week at Bridgewater, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025. Step 3-\$19.06/hr.
52. Tonya Merritt Skluzacek, Kid Ventures Site Leader for 35 hours/week at Bridgewater, change to Kid Ventures Site Leader for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
53. Lacey Neuman Bissonnette, Kid Ventures Site Leader for 35 hours/week at Greenvale Park, change to Kid Ventures Site Leader on call as needed, effective 6/9/2025-8/22/2025.
54. Brody Nygaard, Kid Ventures Student Site Assistant for up to 15 hours/week at Greenvale Park, change to Kid Ventures Student Site Assistant on call as needed, effective 6/9/2025-8/22/2025.
55. Sandy Pelava, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
56. Nicole Rasmussen, Kid Ventures Site Assistant for up to 15 hours/week at Bridgewater, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/22/2025.
57. Kelli Rehbein, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
58. Amanda Rezac, Kid Ventures Site Assistant for up to 15 hours/week at Spring Creek, change to Kid Ventures Site Assistant on call as needed, effective 6/9/2025-8/22/2025.
59. Megan Roe, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
60. Madison Schlomann, Kid Ventures Student Site Assistant for up to 15 hours/week at Bridgewater, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025. Step 2-\$18.43/hr.
61. Alexa Schmidt, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.

62. Jade Suhsen, Kid Ventures Site Assistant for 8.5 hours/week, Early Ventures Assistant Teacher Sub at Greenvale Park/NCEC, change to Early Ventures Assistant Teacher for up to 40 hours/week at the NCEC and Kid Ventures Site Assistant on call as needed, effective 6/9/2025-8/22/2025.
 63. Eric Swan McDonald, Teacher at the ALC, add ALC Boundary Waters Teacher for up to 32 hours, effective 6/9/2025-6/13/2025. Lane/step.
 64. Tegan Underdahl, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
 65. Abby Vanyo, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher-ongoing for up to 40 hours/week at the NCEC, effective 6/9/2025.
 66. Lori Warner, Occupational Therapist with the District, add a 1/5 overload in lieu of prep effective 1/6/2025-6/6/2025.
 67. Camden Waters, Kid Ventures Site Assistant Sub with Community Education, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025.
 68. Louise Welbaum, Kid Ventures Student Site Assistant for up to 15 hours/week at Greenvale Park, change to Kid Ventures Site Assistant for up to 40 hours/week at Bridgewater, effective 6/9/2025-8/29/2025. Step 2-\$18.43/hr.
 69. Liz A. Winter, Early Ventures Teacher for 40 hours/week at the NCEC, change to Early Ventures Teacher for up to 40 hours/week at the NCEC, effective 6/9/2025-8/22/2025.
- 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.
 7. Scott Cloud, Boys Hockey Assistant Coach at the High School, resignation effective 5/9/2025.
 8. Ray Coudret, PreK-12 Systems and Instructional Coach/Teacher with the District, retirement effective 6/6/2025.
- 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. On a motion by Miller, seconded by Butler, the board approved by roll call the resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teachers listed below effective at the close of the 2024-2025 school year. Voting 'yes' was Butler, Epstein, Goerwitz, Miller, Nelson, Quinnell, and Gonzalez-George. No one voted 'no'.

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) were 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

- b. Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence. On a motion by Butler, seconded by Miller, the board approved by roll call 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. Voting 'yes' was Butler, Epstein, Goerwitz, Miller, Nelson, Quinnell, and Gonzalez-George. No one voted 'no'.

<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/ADSDS/MTSS/St. Dom's EL
Turnquist, Ryan	1.0 FTE	High School Guidance Counselor

This action was 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

8. Items for Information

- Enrollment Report. Superintendent Hillmann reviewed the May 2025 enrollment report.
- Graduation Reminder. 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. 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.

- 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

On a motion by Quinnell, seconded by Epstein, the board approved to adjourn at 8:23 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?
5/9/2025	\$4.50	Jody Gunderson	BW 4th Grade Mill City Museum Field Trip 05/23/25 Scholarship Donation
5/9/2025	\$7.00	Melissa Zant	GVP Gr. 4 Ordway Field Trip Scholarship Donation
5/9/2025	\$7.00	Nicole Krawczyk	GVP Gr. 4 Ordway Field Trip Scholarship Donation
5/9/2025	\$3.00	Michelle Kaslow	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/9/2025	\$3.00	Jamie Jindra	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/9/2025	\$3.00	Deb Gottfried	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/9/2025	\$3.00	Pippa Younger	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/9/2025	\$3.00	Ariel E Butler	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/9/2025	\$11.00	Veronica Constanza Ocampo-Raeder	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/9/2025	\$9.00	Erin Goetz	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/9/2025	\$9.00	Jeremy Kunkel	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/9/2025	\$9.00	Shaylee Gutowski	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/9/2025	\$9.00	Katie French	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/10/2025	\$10.00	Allison Thorkelson	GVP Gr. 4 Ordway Field Trip Scholarship Donation
5/10/2025	\$25.00	Emily Borgerding	NHS Community Donations for Senior Celebration 2025 Donation
5/10/2025	\$3.00	Abraham Suarez	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/10/2025	\$3.00	Birgit Feig	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/10/2025	\$9.00	Karen Moldenhauer	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/11/2025	\$3.00	Jeff McCormick	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/11/2025	\$3.00	Kristin Tapper	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/11/2025	\$3.00	Jackie McNeil	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/11/2025	\$3.00	Michael Berger	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/11/2025	\$22.00	Stacy Waters	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/11/2025	\$9.00	Stacy Waters	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/12/2025	\$1,000.00	Central Farm Services	Backpack Food Program - ALC
5/12/2025	\$1,000.00	Land O Lakes	Backpack Food Program - ALC
5/12/2025	\$6.00	Nicole Johnson	BW Gr. 5 Bell Museum Field Trip Scholarship Donation
5/12/2025	\$6.00	Jennifer Welch	BW Gr. 5 Bell Museum Field Trip Scholarship Donation
5/12/2025	\$12.00	Tyrell McElroy	BW Gr. 5 Bell Museum Field Trip Scholarship Donation
5/12/2025	\$20.00	Jennifer Paulson	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/12/2025	\$100.00	Andrea Mazzariello	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/12/2025	\$10.00	Kristin Partlo	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/12/2025	\$3.00	Kathie Vrieze	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/12/2025	\$3.00	Katherine Dreier	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/12/2025	\$3.00	Dena King	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/12/2025	\$3.00	Adam Taylor	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/12/2025	\$3.00	Caitlyn Otis	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/12/2025	\$3.00	Megan Keppers	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?
5/12/2025	\$3.00	Locke Perkins	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/12/2025	\$3.00	Megan Kraby	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/12/2025	\$3.00	Justin Quaas	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/12/2025	\$3.00	Melissa Spitzack	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/12/2025	\$5.00	Elizabeth Christensen	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/12/2025	\$5.00	Crystal Mulvihill	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/12/2025	\$9.00	Amanda Wigley	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/12/2025	\$9.00	Gretchen Grey	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
4/22/2025	\$300.00	Bierman's Home Furnishings	NCEC Carnival
5/12/2025	\$100.00	Gabriela Nieves	NCEC Carnival
5/13/2025	\$12.00	Krissa Anderson	BW Gr. 5 Bell Museum Field Trip Scholarship Donation
5/13/2025	\$3.00	Mindy Hope	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/13/2025	\$3.00	Sarah Becher	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/13/2025	\$3.00	Cindy Santa	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/13/2025	\$3.00	Miguel Andrade Navarro	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/13/2025	\$3.00	Coty Dodd	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/13/2025	\$7.00	Sarah Middleton	SC Gr. 3 Downtown Walking Field Trip Scholarship
5/12/2025	\$500.00	Northfield Automotive, Inc.	Robotics team sponsorship
5/12/2025	\$250.00	Community Resource Bank	Robotics Sponsorship
5/2/2025	\$300.00	Downtown Bicycles LLC	Bass Fishing
5/14/2025	\$12.00	Caitlin Jenson	BW Gr. 5 Bell Museum Field Trip Scholarship Donation
5/14/2025	\$7.00	Jamie Moyer	GVP Gr. 4 Ordway Field Trip Scholarship Donation
5/14/2025	\$3.00	Pamela Heifner	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/14/2025	\$3.00	Patty Budd	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/14/2025	\$3.00	Katie Schultz	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/14/2025	\$5.00	Anna Edwards	SC Gr. 3 Science Museum Field Trip Scholarship Fund
5/14/2025	\$5.00	Veronica Constanza Ocampo-Raeder	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/14/2025	\$11.00	Kelly Webster	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/14/2025	\$9.00	Kelly Webster	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/15/2025	\$10.00	Cathie Skluzacek	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/15/2025	\$50.00	Andria Sommers	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/15/2025	\$50.00	Scott Dennison	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/15/2025	\$15.00	Linda Dahl	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/15/2025	\$20.00	Sarah Mosley	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/15/2025	\$25.00	Kristian Peterson	NMS 8th Grade Fun Fest Donations 2025 Donation Amount
5/15/2025	\$3.00	Traci Williams	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/15/2025	\$3.00	Erin Turner	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/15/2025	\$3.00	Stacy Hendershot	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?
5/15/2025	\$3.00	Christina Smith-Lee	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/15/2025	\$3.00	Katherine Carrick	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/15/2025	\$3.00	Rob Lenzen	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/15/2025	\$3.00	Alicia Stencel	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/15/2025	\$7.00	Heather Stuart	SC Gr. 3 Downtown Walking Field Trip Scholarship
5/15/2025	\$10.00	Heather Stuart	SC Gr. 3 Science Museum Field Trip Scholarship Fund
5/15/2025	\$20.00	Joe Benson	SC Gr. 3 Science Museum Field Trip Scholarship Fund
5/15/2025	\$5.00	Deborah Russell	SC Gr. 5 Track & Field Day / River Bend Nature Center Field Trip Donation
5/15/2025	\$9.00	Deborah Russell	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/15/2025	\$9.00	Danelle Smith	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/16/2025	\$20.00	Erin Johnson	NMS 8th Grade Fun Fest Donations 2025 Donation Amoun
5/16/2025	\$3.00	Suzy Taggart	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/16/2025	\$3.00	Alyssa Wulf	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/16/2025	\$3.00	Helen Clarke	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/16/2025	\$3.00	Madison Decoux	NMS Gr. 7 Team Two Historical Society Field Trip - Hovden 2025 Round Up
5/16/2025	\$10.00	Helen Clarke	SC Gr. 3 Science Museum Field Trip Scholarship Fund
5/16/2025	\$9.00	Yazmin Rojas	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
5/16/2025	Paper Cutter worth \$269.99	Northfield Fine Arts Boosters	Paper Cutter for the Art Room
5/18/2025	\$3.00	Jennifer Kratage-Dixon	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/18/2025	\$3.00	Sarah OConnor	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/18/2025	\$3.00	Janneth Garcia	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/19/2025	\$3.00	Diana Herrera	NMS Gr. 7 Team One Historical Society Field Trip - O'Neill 2025 Round Up
5/19/2025	\$10.00	Kelly Webster	SC Gr. 3 Science Museum Field Trip Scholarship Fund
5/19/2025	\$20.00	Marie Hill	SC Gr. 3 Science Museum Field Trip Scholarship Fund
5/19/2025	\$9.00	Mairin Born	Spring Creek 5th Grade Science ROCKS! T-Shirt Scholarship Donation
3/21/2025	\$100.00	Merchants Bank	Bass Fishing Team
3/6/2025	\$300.00	Little Village Early Learning Center	Bass Fishing Team
5/20/2025	\$500.00	NFAB	Bridgewater Paper Cutter Fund

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.

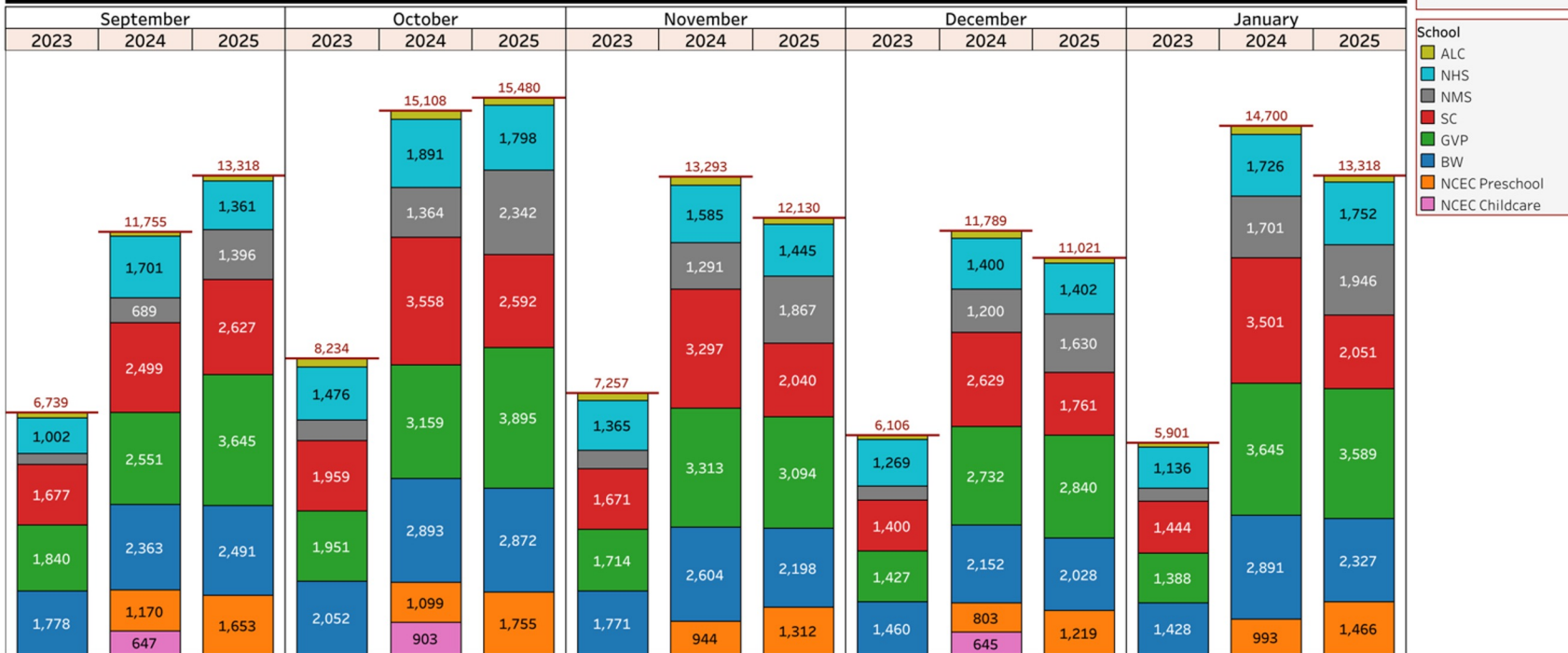


2024-25 Update



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

Meal
● Breakfast
○ Lunch



Number of Meals Served By School:

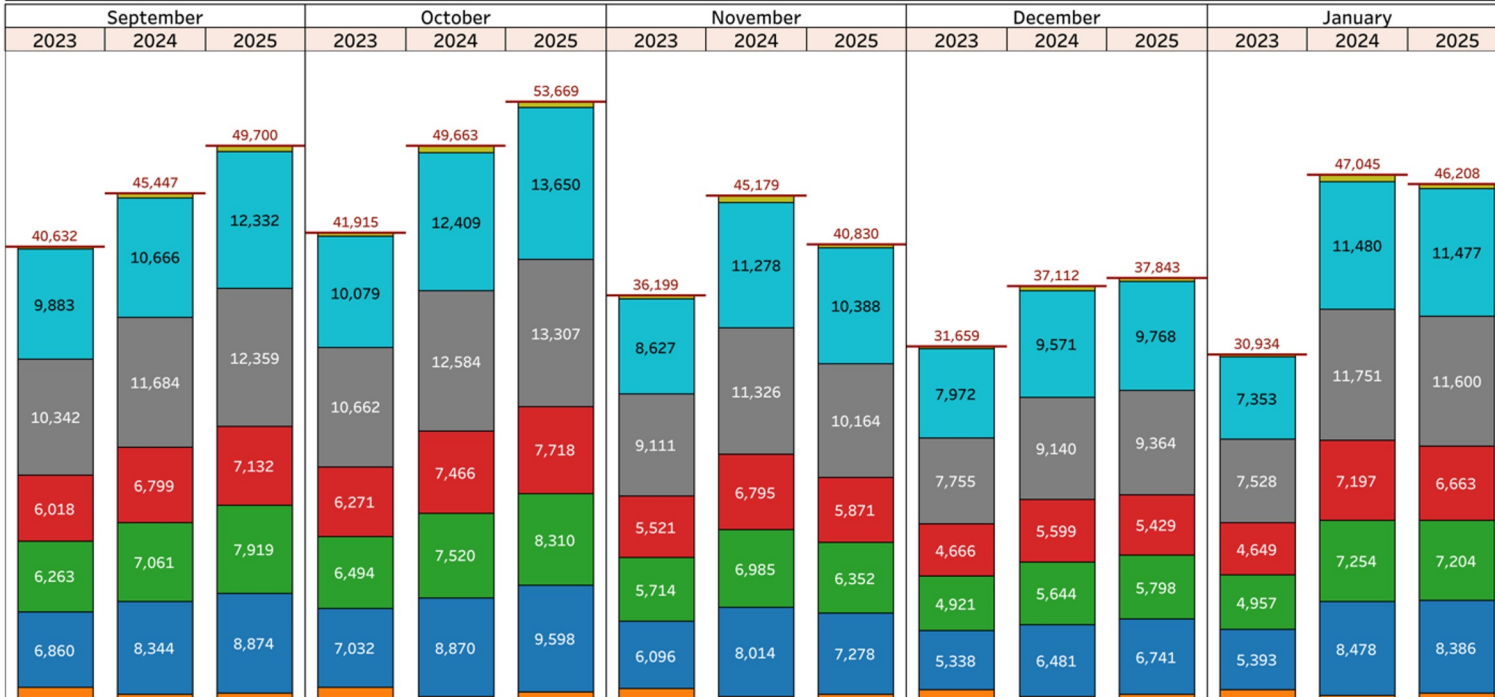
Meal Selected Using Filter on Right: **Lunch**

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

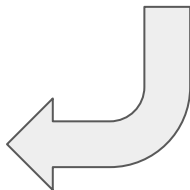
MS: Total: 1,930

Total: 12,945

Global Trends Line



Kielbasa



MN Mondays

Chicken Tikka Masala

Pupusas, Tamales

Burrito Bowl Line

Cherry Blossom Chicken

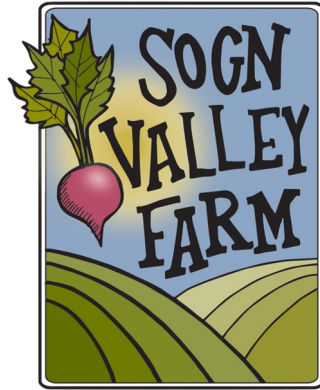
Swedish Meatballs

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

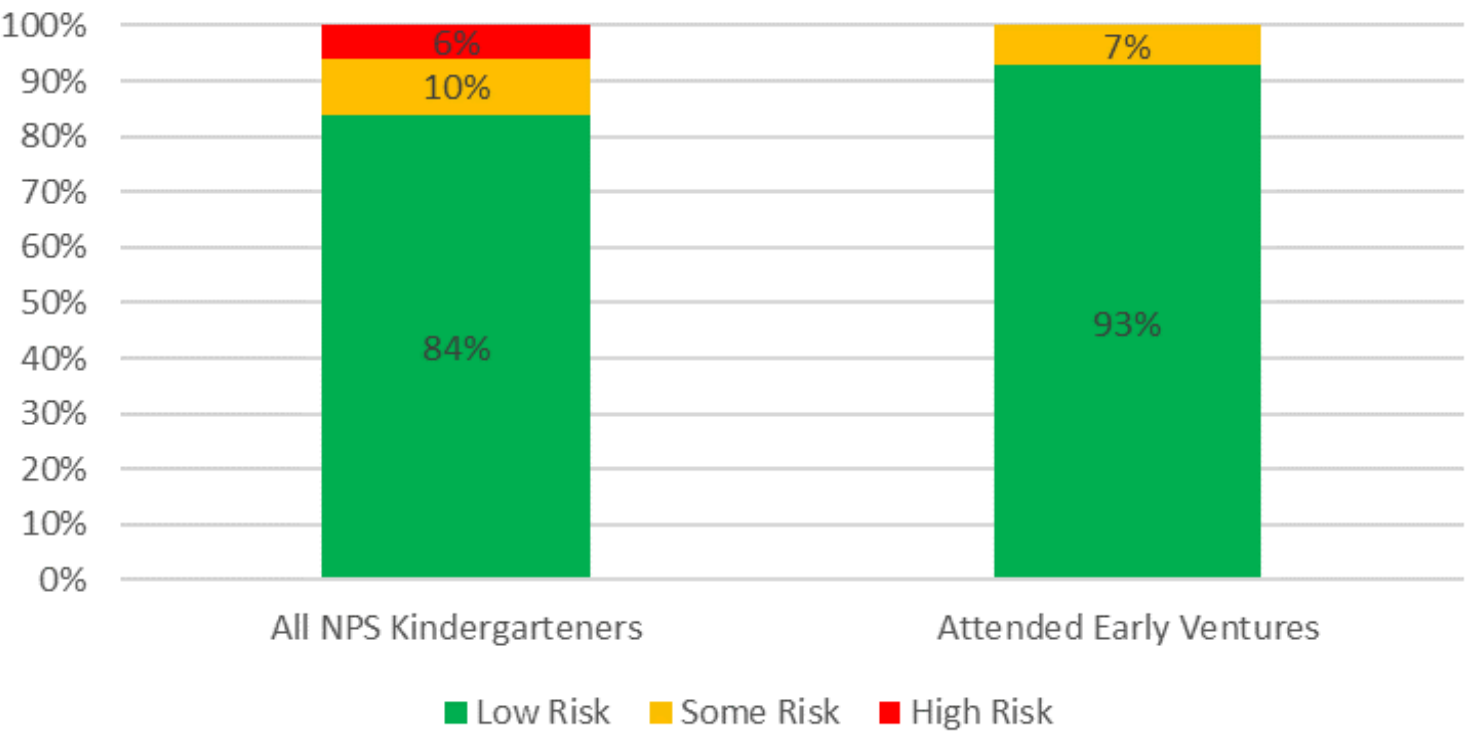
presentation, the School Board held a work session to take a deeper look into the program—an effort that is still ongoing and will require financial adjustments.

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

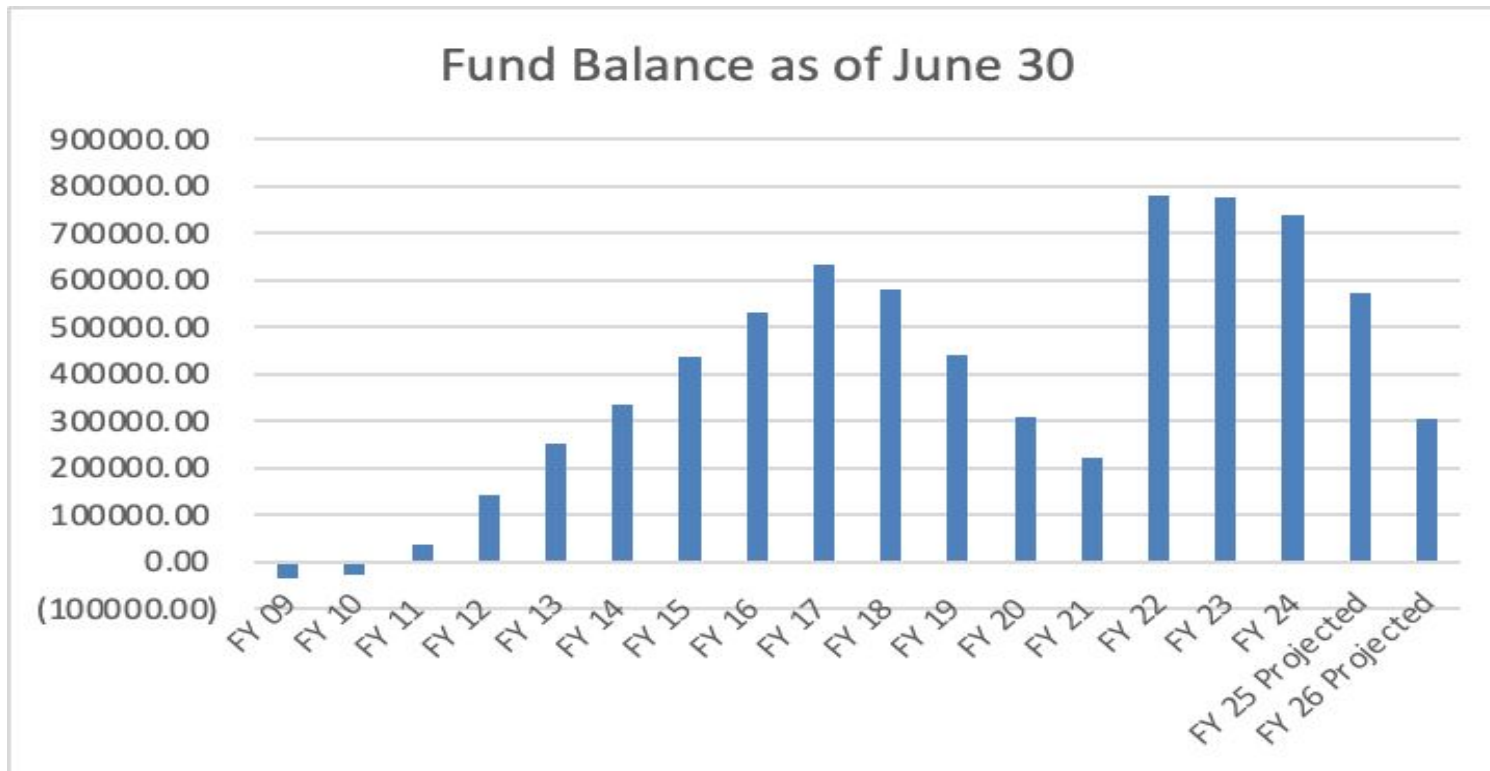
2025-26 Proposed Expenditures

	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, INSERT DATE

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 one or more of the following:

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 does one or more of the following:

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:~~ “Disability” means, with respect to an individual 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; or
 - 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 one or more of the following happens:
 - 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, INSERT DATE; 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, INSERT DATE

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 <u>and Prone Restraint</u>
Model Policy 510	Student Activities
Model Policy 511	Student Fundraising
Model Policy 518	<u>Do Not Resuscitate/Do Not Intubate Orders (DNR/DNI) Orders</u>
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 <u>and Safety</u> 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; Updated: INSERT DATE

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

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:

1. 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.

2. 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.
- I. "Administration" means the building administrator or principal. It can include consultation of the building administrator or principal with the superintendent or other relevant district administrators.

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 a~~ 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.

V. 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; Updated: INSERT DATE

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; Non-Substantive Update: INSERT DATE

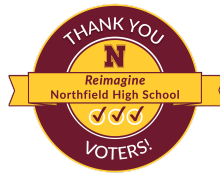
Board of Education

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)



Reimagine Northfield High School Bond Referendum Projects | Construction Update No. 10 | May 27, 2025

User Groups

- Representatives from Wold are meeting with 24 user groups twice each before the end of the school year.

KYMN radio community update

- Superintendent Hillmann, Sal Bagley (Wold), and Josh Cooper (Knutson Construction) are recording an interview with KYMN in an effort to continue updating the community about the process.

Bond Investment Interest Earnings

- The district sold \$39 million in bonds in February to help fund the initial part of the high school project.
- The retainable interest from the first bond sale, \$2,201,298, is more than the total pre-election projected interest amount of \$1,966,200.