

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for September 13, 2021, Regular School Board Meeting

5. Items for Discussion and Reports
 - e. Superintendent Operations and COVID-19 Update. Dr. Hillmann updated his report with the most current number of COVID-19 cases from Rice County Public Health.

6. Consent Agenda
 - b. Gift Agreements
 - Outdoor basketball hoops and supplies for Bridgewater from Bridgewater Booster Club

 - c. Personnel Items
 - i. Appointments
 33. Nadir Baraki, Program Assistant with Community Education Recreation, beginning 9/13/2021-5/31/2022; \$10.25/hr.
 34. Cheyanne Defries, Child Nutrition Student Associate for 1 hour/day at the ALC, beginning 9/15/2021; \$10.08/hr.
 35. Luis Diaz, Community School Club Leader for 6 hours/week at Greenvale Park, beginning 9/23/2021-6/3/2022; \$23.01/hr.
 36. Bronte Karvel-Fuller, Program Assistant with Community Education Recreation, beginning 9/13/2021-5/31/2022; \$12.00/hr.
 37. Melvin Miller, Building Supervisor with Community Education Recreation, beginning 9/13/2021-5/31/2022; \$17.41/hr.
 38. Jon Rieber Paulson, Event worker at the High School, beginning 9/13/2021.
 39. Diana Perez Guzman, Community School Evening Site Assistant for up to 3 hours/day at Greenvale Park, beginning 9/23/2021-6/3/2022; Step 3-\$14.85/hr.
 40. Johan Ponciano, Special Ed EA PCA-Job Coach for 6.75 hours/day at the High School, beginning 9/13/2021; Step 4-\$17.52/hr.
 41. Melissa Spitzack, Building Supervisor with Community Education Recreation, beginning 9/10/2021-5/31/2022; \$17.41/hr.
 42. Ian Stanton, Program Assistant with Community Education Recreation, beginning 9/13/2021-5/31/2022; \$10.08/hr.
 43. Nicky Vazquez, 9th Grade Boys Soccer Coach for 2 hours/day 5 days/week at the High School, beginning 9/13/2021; \$3,983 - Prorated Stipend
 44. Joshua Voight, Program Assistant with Community Education Recreation, beginning 9/13/2021-5/31/2022; \$10.25/hr.
 - ii. Increase/Decrease/Change in Assignment
 44. Sohair Abboud, Special Ed EA PCA for 17.5 hours/week at the NCEC, change to Special Ed EA PCA for 18 hours/week at the NCEC, effective 8/30/2021-6/9/2022.
 45. Anna Bae, KidVentures Student Site Assistant for 15 hours/week at Spring Creek, change to KidVentures Student Site Assistant for 15 hours/week at Bridgewater, effective 9/7/2021.
 46. Kristin Basinger, Special Ed EA PCA at the Middle School, add Special Ed EA PCA/Bus for 1.5 hours/day with the District, effective 9/9/2021-6/10/2022.
 47. Lisa Battaglia, 1.0 FTE MTSS at the High School, change to .8 FTE MTSS and .2 FTE ADSIS at the High School, effective 8/30/2021.
 48. Theresa Bauman, .5 FTE Internal Reading Coach with the District, add .1 Math Corps Coach at Spring Creek, effective 9/13/2021-6/9/2022.
 49. Russel Boyington, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Site Assistant for 23.5 hours/week at Bridgewater, effective 9/7/2021.

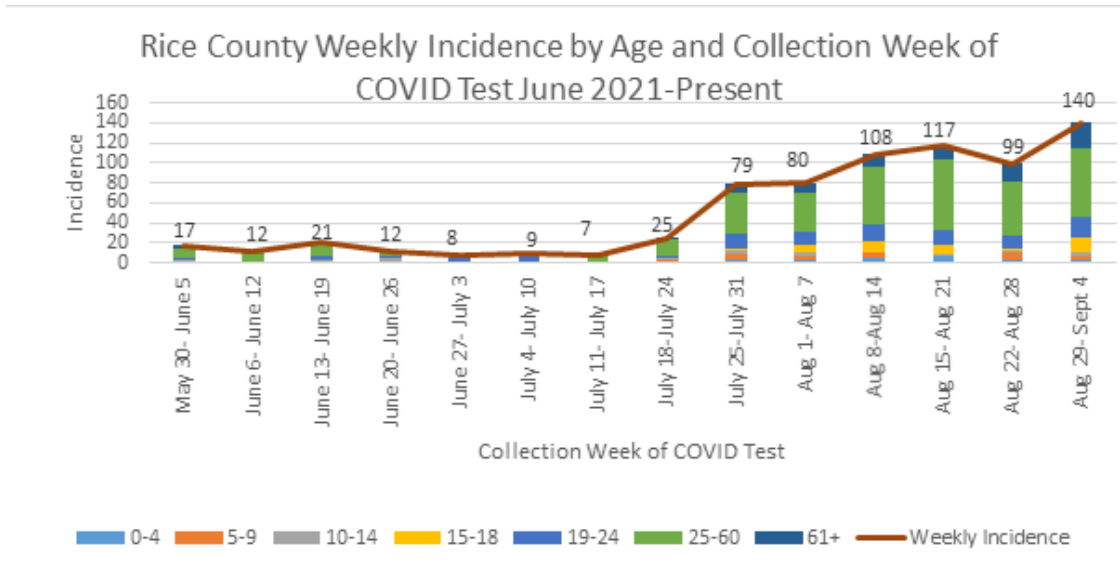
50. Russel Boyington, Gen Ed EA at Greenvale Park, add Community School Club Leader for up to 6 hours/week for 2 days/week at Greenvale Park, effective 9/23/2021-6/3/2022; \$23.01/hr.
51. Mary Boyum, Special Ed EA PCA at Spring Creek, add Special Ed EA PCA/Bus for 1.42 hours/day with the District, effective 8/9/2021-6/10/2022.
52. Haanah Braun, EarlyVentures Site Assistant for up to 40 hours/week at the NCEC, change to EarlyVentures Site Assistant for 37.5 hours/week at the NCEC, effective 9/7/2021.
53. Elizabeth Brewer, Special Ed EA PCA at the Middle School, add Special Ed EA PCA/Bus for 1.42 hours/day with the District, effective 9/9/2021-6/10/2022.
54. Stephen Cade, Teacher at the High School, add Secondary Portage Content Tutor with the District, effective 9/13/2021-6/9/2022; Stipend \$10,500/year.
55. Kayla Christmas, Special Ed EA PCA at Greenvale Park, add Special Ed EA PCA/Bus for .75 hours/day with the District, effective 9/9/2021-6/10/2022.
56. Anita Corwin, EarlyVentures Site Assistant for up to 40 hours/week at the NCEC, change to EarlyVentures Site Assistant for 37.5 hours/week at the NCEC, effective 9/7/2021.
57. Ray Coudret, Teacher at the High School, add Secondary Portage Content Tutor with the District, effective 9/13/2021-6/9/2022; Stipend \$10,500/year.
58. Claire Edwards, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Site Assistant for 26 hours/week at Spring Creek, effective 9/7/2021.
59. Kristin Freeman, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Site Assistant for 28.5 hours/week at Bridgewater, effective 9/7/2021.
60. Michael Garlitz, Accelerate Northfield Coordinator, add Community School Site Leader for up to 20 hours/week at Greenvale Park, effective 9/15/2021-6/9/2022; Step 4-\$19.14/hr.
61. Aimee Gerdesmeier, KidVentures Site Leader for up to 40 hours/week at Spring Creek, change to KidVentures Site Leader for 35 hours/week at Spring Creek, effective 9/7/2021.
62. Sara Gerdesmeier, EarlyVentures Site Assistant for 16.25 hours/week at the NCEC, change to EarlyVentures Site Assistant for 35 hours/week at the NCEC, effective 9/7/2021.
63. Mackenzie Glassing, EarlyVentures Assistant Teacher for 40 hours/week at the NCEC, change to EarlyVentures Assistant Teacher Substitute, effective 9/7/2021.
64. Emileana Graupman, 1.0 FTE Social Studies Teacher at the High School, change to .8 FTE Social Studies Teacher for the first semester only at the High School, effective 9/9/2021-1/27/2022.
65. Julene Johnson, Gen Ed EA at Bridgewater, add KidVentures Site Assistant for 4 hours/week at Bridgewater, effective 9/7/2021.
66. Mark Johnson, Teacher on a Leave of Absence, add Summer Seasonal Grounds/Custodial Worker for up to 3 days/week with the District, effective 9/14/2021-10-31/2021;
67. Shari Karlsrud, Teacher at the High School, add Event Worker at the High School, effective 9/10/2021.
68. Bronte Karvel-Fuller, Program Assistant with Community Education Recreation, add Program Supervisor with Community Education Recreation, effective 9/13/2021-5/31/2022; \$12.14/hr.
69. Kathie Kreft, Special Ed EA PCA for 18 hours/week at the NCEC, change to Special Ed EA PCA for 11 hours/week at the NCEC, effective 8/30/2021-6/9/2022;
70. Richelle Kruger, Special Ed EA PCA Job Coach at the High School, add Special Ed EA PCA/Bus for 1.5 hours/day with the District, effective 9/9/2021-6/10/2022.
71. Isaac Lager, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Site Assistant for 15 hours/week at Greenvale Park, effective 9/7/2021.
72. Briana Lanham, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Site Assistant for 28.5 hours/week at Spring Creek, effective 9/7/2021.
73. Rita Lattimore, Custodian at the Middle School, change to Night Custodian Engineer w/o License at the Middle School, effective 9/13/2021-11/22/2021; \$23.89/hr.
74. Tonya Merritt (Skruzacek), KidVentures Site Leader for up to 40 hours/week at Spring Creek, change to KidVentures Site Leader for 35 hours/week at Bridgewater, effective 9/7/2021.
75. Becky Meyer, Special Ed EA PCA at the High School, add Special Ed EA PCA/Bus for 1.58 hours/day with the District, effective 9/9/2021-6/10/2022.
76. Mel Miller, Building Supervisor with Community Education Recreation, add Site Supervisor/Scheduler with Community Education Recreation, effective 9/13/2021-5/31/2022; \$15.64/hr.
77. Peggy Mills, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Site Assistant for 23.5 hours/week at Spring Creek, effective 9/7/2021.
78. Marilyn Ruth Morgan-Malecha, Special Ed EA PCA at the High School, add Special Ed EA PCA/Bus for .92 hours/day with the District, effective 9/9/2021-6/10/2022.
79. Ellen Mucha, .6 FTE ADSIS/.4 FTE English Teacher at the High School. change to .4 FTE ADSIS/.2 FTE MTSS/.4 FTE English Teacher at the High School, effective 8/30/2021-6/9/2022.

80. Lacey Neuman Bissonnette, KidVentures Site Leader for up to 40 hours/week at Spring Creek, change to KidVentures Site Leader for 35 hours/week at Greenvale Park, effective 9/7/2021.
 81. Debra Pack, Special Ed EA PCA at the High School, add Special Ed EA PCA/Bus for 1.67 hours/day with the District, effective 9/9/2021-6/10/2022.
 82. Darrell Sawyer, 9th Grade Girls Basketball Coach at the High School, change to Assistant Girls Basketball Coach at the High School, effective 11/15/2021; Level I
 83. Mackenzie Schewe, EarlyVentures Assistant Teacher at the NCEC, change to EarlyVentures Assistant Teacher Substitute, effective 9/7/2021.
 84. Christina Suhsen, Special Ed EA PCA for 4 hours/day at Head Start, change to Special Ed EA PCA for 4.5 hours/day at Head Start, effective 8/30/2021-6/9/2022.
 85. Karrie VanZuilen, Special Ed EA PCA for 17.5 hours/week at the NCEC, change to Special Ed EA PCA for 18 hours/week at the NCEC, effective 8/30/2021-6/9/2022.
 86. Karrie VanZuilen, Special Ed EA PCA at the NCEC, add Special Ed EA PCA/Bus for 2.5 hours/day with the District, effective 9/9/2021-6/10/2022.
 87. Jon Whitney, 1.0 FTE Social Studies Teacher at the High School, add an overload for Civics in lieu of supervision for the first semester only, effective 8/30/2021-1/27/2022.
 88. Lisa Williams, Special Ed EA PCA at the NCEC, add Special Ed EA PCA/Bus for 1.75 hours/week with the District, effective 9/9/2021-6/10/2022.
 89. Lisa Williams, KidVentures Site Assistant-on call at Spring Creek, change to KidVentures Site Assistant for 8.5 hours/week at Greenvale Park, effective 9/7/2021.
- iii. Leave of Absence
5. Ann Schmidt, Child Nutrition Associate III at the High School, Family/Medical Leave of Absence, beginning 9/15/2021 and continuing on an intermittent basis for up to 60 work days.
 6. Karleen Sherman, Special Ed Teacher at Spring Creek, Family/Medical Leave of Absence, beginning 11/30/2021-1/2/2022.
- iv. Retirements/Resignations/Terminations
6. Carley Benjamin, EA at Spring Creek, resignation effective 9/2/2021. Will stay on as a substitute.
 7. Sara Boran, Administrative Assistant at the NCEC, retirement effective 12/16/2021.
 8. Melissa Senko, Child Nutrition, resignation effective 9/9/2021.

Executive Summary: This report provides an overview of the district’s operations, bright spots, anti-racism work, and response to COVID-19.

COVID-19 Update

The graph below represents the COVID-19 cases in Rice County per week. The chart is from the Rice County Public Health website. We had hoped that the reduction in weekly reported cases between the Aug. 15-21 and Aug. 22-28 reporting periods continued. Unfortunately, cases increased during the Aug. 29-Sept. 4 reporting period. In addition, for comparison, the county had a total incident count of 31 cases during a similar reporting period last year (Aug. 30–Sept. 5, 2020.)



District COVID-19 Dashboard

The district is updating its COVID-19 dashboard again, beginning on Aug. 31. The data that will be updated is as follows:

- **Current cases:** The number of laboratory-positive COVID-19 cases that have been reported to Northfield Public Schools for staff or students in a specific building within the last 14 days.
- **Total cumulative cases:** The number of positive COVID-19 cases that have been reported to Northfield Public Schools for staff or students in a specific building since the beginning of the 2021-22 school year (Tracking began Aug. 31)
- **Influenza-like illness rate:** The influenza-like illness rate is the percentage of students absent due to symptoms consistent with influenza-like illnesses, including COVID-19. This rate includes positive student COVID-19 cases. This data is updated weekly, using daily averages with a Friday-Thursday reporting period.
- **Student quarantine rate:** The student quarantine rate column indicates the percentage of students absent due to the need to be quarantined because they were a close contact with a person who has tested positive for COVID-19. This data is updated weekly, using daily averages with a Friday-Thursday reporting period.

Family Conferences

A bright spot was the uplifting energy in our schools during family conferences on Sept. 7 and 8. While attendance rates are still being calculated, families had an opportunity to:

- Build a relationship with their teacher(s) and dialogue using these questions:
 - How was your family’s school experience last year?
 - What are you/is your student looking forward to this year?

- Do you have any concerns about starting this year?
- Is there any information you want me to know right away?
- What questions do you have about the start of the school year?
- Introduction to Talking Points
- Skyward/Skylert
- Federally-required technology access questionnaire
- How to access technology support

A copy of the standard slide deck that our teachers used to facilitate the conversation is included with this report.

Staffing Update

There have been national press reports about staffing shortages in schools. Northfield is no exception. We are still seeking approximately 12 educational assistants, three child nutrition staff, and substitutes in all areas.

Commissioner of Education and Lieutenant Governor visit Greenvale Park

Lieutenant Governor Peggy Flanagan, Commissioner of Education Dr. Heather Mueller and Deputy Commissioner Dr. Stephanie Burrage visited Greenvale Park Elementary on the first day of school.



NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 10th day of September 2021, by and between Bridgewater Booster Club, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

TERMS

BW outdoor basketball hoops and supplies, check #1370.

Bridgewater Booster Club

Donor

By:

Approved by resolution of the School Board on the _____ day of _____, _____.

INDEPENDENT SCHOOL DISTRICT No. 659

By:

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:

Donor	Item	Designated Purpose (if any)
Baseball Done Right, LLC	\$1,000.00	Recreation program donation for Twins Camp
Spring Creek PTO	\$4,800.00	Classroom funding for 24 teachers
Bridgewater Booster Club	Outdoor basketball hoops and supplies	

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: Julie Pritchard, Chair

By: Noel Stratmoen, Clerk