

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for January 13, 2025 Regular School Board Meeting

5. Items for Discussion and Reports
 - a. Policy 429 Extension of Emergency Sick & Safe Time. Due to new information, we are removing this policy from consideration at this time.

6. Consent Agenda
 - d. Personnel Items.
 - i. Appointments.
 19. Brooke Bevans, 1.0 FTE Long Term Substitute Grade 2 Teacher at Spring Creek, beginning on or about 3/25/2025-6/6/2025. MA, Step 1.
 20. Bonnie Eliason, General Ed EA Cafeteria Supervisory for 2 hours/day at Bridgewater, beginning 1/15/2025-6/6/2025. Step 1-\$18.33/hr.
 21. Updated rate of pay: Mark Johnson, 1.0 FTE Long Term Substitute Phy Ed Teacher at Greenvale Park, beginning 2/24/2025-3/21/2025. BA30, Step 10
 22. Audrey Larish, Student Event Worker at the Middle School, beginning 1/15/2025-2/16/2025. \$11.13/hr.
 23. Marcia Stanton, Event Worker at the High School, beginning 4/2/2025. \$45/77/event.
 - ii. Increase/Decrease/Change in Assignment
 28. William Baragary, Lifeguard with Community Ed Recreation, add Community School Student Site Assistant for up to 6 hours/week at Spring Creek, effective 1/13/2025-5/15/2025. Step 2-\$16.07/hr.
 29. Sarah Wolfe, ECFE Sib Care EA for 9.5 hours/week at the NCEC, change to ECFE Sib Care EA for 11 hours/week at the NCEC, effective 1/12/2025-3/21/2025.
 - iv. Retirements/Resignations/Terminations
 10. Kevin Dahle, Social Studies Teacher at the High School, retirement effective at the end of the 2024-2025 school year. Will continue with Drivers education.

 - e. Overnight Field Trip Northfield Boys Hockey. Northfield High School Boys Hockey Coach Mike Luckraft requests board approval to take the boys hockey team to Detroit Lakes, MN, Warroad, MN and Fargo, ND to compete against Detroit Lakes and Warroad, January 24-26, 2025.



Northfield High School
Activities Office

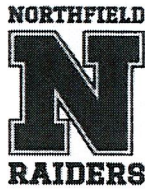
Extended Overnight Request Form

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

School and Program:

Date of Requested Trip:

1. What group is taking this trip? **BOYS HOCKEY**
2. Estimated # of Students: **34** # Adult Supervisors: **5**
3. Destination: **DETROIT LAKES : WARROAD**
4. Date/Time of Departure: Friday, September **9:45 AM FRIDAY JAN 24, 2025**
5. Date/Time of Return: Saturday, September **3:00 AM SUNDAY JAN 26, 2025**
6. State purpose and/or educational value of trip (attach information to form if needed).
PLAYING GAMES VS DL : WARROAD
7. Name the manner of travel and the carrier. **NFLD LINES BUSSING**
8. State housing arrangements (must include name, address and phone number of hotel). **STAYING AT FARGO INN : SUITES FRIDAY JAN 24TH**
1025 38TH ST SW (ROOMS UNDER)
FARGO, ND 58103 701.282.6300 MATT GEILER
9. List of coach, parent or guardian contact info. (Attach)
MIKE LUCKRAFT C - 507-279-1410
SCOTT CLOUD C - 651-592-0301
CHARLIE CLOUD C - 612-600-4415
NICK KVERNMO C - 612-251-7757
ZACH BOHAR C - 612-747-3631



- 10. List participants (reminder to have participants complete parent/guardian permission form if applicable). (Attach)
- 11. Indicate who will be in charge of supervising the trip (roles and responsibilities).
ALL 5 COACHES WILL BE RESPONSABLE FOR THE GROUP
- 12. State the safety precautions and procedures for emergencies while on the trip.
- 11. Give budget costs, how the trip will be funded and estimated cost per student.
BLUE LINE CLUB IS PAYING FOR ENTIRE TRIP, HS IS PAYING PART OF THE BUSSING.
- 12. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.
NO CONCERNS

Signature of Staff Member Responsible: Mike Luckraft (signed on Mike's behalf)

Date field trip request was submitted to Principal: 1/10/25

Principal/Administrator Signature and Date: [Signature] 1/10/25

Approved: Not Approved:

Superintendent Signature and Date: _____

Approved: _____ Not Approved: _____

School Board Review Date: _____