

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed.D., Superintendent
RE: Table File Items for the June 9, 2025, Regular School Board Meeting

6. Consent Agenda

d. Overnight Field Trip Requests.

- i. Northfield High School Volleyball Coach Elizabeth Larson requests board approval to take 12 students to team camp at the University of Wisconsin, Madison in Madison, WI July 11-13, 2025.
- ii. Northfield High School Volleyball Coach Elizabeth Larson requests board approval to take 15 students to the Marshall Invitational in Marshall, MN September 5-6, 2025.

e. Personnel Items.

- i. Appointments
 10. Stephanie Ennis, Targeted Services Summer BLAST Teacher for up to 30 hours/week at the Middle School, beginning 6/16/2025-8/8/2025. \$40/hr.
 11. Richard Lacombe, Assistant Football Coach at the Middle School, beginning 8/25/2025. \$2,772 stipend plus step 2 - Subject to change upon the settlement of the 25-27 NEA Agreement.
 12. Joan Odell, Summer Special Ed ESY EA for 5.50 hours/day at Greenvale Park, beginning 6/26/2025-7/18/2025. Step 1-\$18.33/hr.
 13. Andrea Robbins, Early Childhood Special Education Coordinator for 225/contract days at the NCEC, beginning 7/1/2025. \$100,539 Step 1, plus Master's Stipend \$1,500
 14. Oliver Waters, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/10/2025 - 8/31/2025. Step 2-\$14.76/hr.
- ii. Increase/Decrease/Change in Assignment
 23. Charlie Cloud, Assistant Boys Hockey Coach at the High School, change to Head Boys Hockey Coach at the High School, effective 11/10/2025. \$7,762 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
 24. Noreen Cooney, Social Worker at Spring Creek, add MTSS Building Facilitator for 25 hours/year at Spring Creek, effective 8/25/2025-6/10/2026. \$1,000 stipend
 25. Moly Ericksen, School Psychologist at Bridgewater, add MTSS Building Facilitator for 25 hours/year at Bridgewater, effective 8/25/2025-6/10/2026. \$1,000 stipend
 26. Teresa Findlay, Special Ed EA at the Middle School, add Special Ed EA PCA ESY for up to 5.50 hours/day at the Middle School, effective 6/26/2025-7/18/2025.
 27. Leah Grism, Special Ed Teacher at Spring Creek, add Building Mentor Teacher at Spring Creek, effective 8/22/2024-6/6/2025. \$1,000-Stipend.
 28. Marcy Korynta, School Psychologist at the Middle School, add MTSS Building Facilitator for 25 hours/year at the Middle School, effective 8/25/2025-6/10/2026. \$1,000 stipend
 29. Heather Kuehl, Teacher at the Middle School, add English/Language Arts Lead for 25 hours/year at the Middle School, effective 8/25/2025-6/10/2026. \$1,000 stipend
 30. Hope Langston, Director of Instructional Services, add Transition Days for 10 days with the District, effective 7/1/2025-12/31/2025. Final Daily Rate.
 31. Melissa Larsen, Social Worker at Greenvale Park, add MTSS Building Facilitator for 25 hours/year at Greenvale Park, effective 8/25/2025-6/10/2026. \$1,000 stipend
 32. Ellen Mucha, Teacher at the High School, add MTSS Building Facilitator for 25 hours/year at the High School, effective 8/25/2025-6/10/2026. \$1,000 stipend
 33. Molly Otte, Teacher at the Middle School, add Yearbook Advisor at the Middle School, effective 8/25/2025. \$2,218 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
 34. Stefany Perez Dorantes, Special Ed EA/PCA at Spring Creek, add Special Ed EA PCA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
 35. Lizbeth Ramirez, Special Ed EA/PCA at Greenvale Park, add Special Ed EA PCA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
 36. Angela Schock, Teacher at the Middle School, add Targeted Services Summer BLAST Teacher for up to 30 hours/week at the Middle School, effective 6/16/2025-8/10/2025. \$40/hr.
 37. Rachael Thompson, School Psychologist at the NCEC, add MTSS Building Facilitator for 25 hours/year at the NCEC, effective 8/25/2025-6/10/2026. \$1,000 stipend

38. Robert Scott Thompson, Assistant Track and Field Coach at the Middle School, add Assistant Football Coach at the Middle School, effective 8/25/2025. \$3,122 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
 39. Heather Tousignant, Special Ed EA/PCA at the Middle School, add Special Ed EA PCA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
 40. Deb Wagner, Special Ed EA/PCA at Bridgewater, add .50 Head Volleyball Coach/.50 Assistant Volleyball Coach at the Middle School, effective 8/25/2025. \$3,299 stipend - Subject to change upon the settlement of the 25-27 NEA Agreement.
 41. Lori Warner, Occupational Therapist with the District, add ESY OT/AT for up to 5.75 hours/day with the District, effective 6/26/2025-7/18/2025.
 42. Beth Winter, Special Ed EA/PCA at Greenvale Park, add Special Ed EA PCA ESY for up to 5.50 hours/day at Greenvale Park, effective 6/26/2025-7/18/2025.
- iv. Retirements/Resignations/Terminations
10. Kay Goodrich, Special Ed EA ESY at the Middle School, declined position, but will stay on as a substitute EA for ESY, effective 6/6/2025.
 11. Heather Kuehl, Assistant Soccer Coach at the Middle School, resignation effective 6/7/2025.

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

8. Items for Information

- b. End of Year Enrollment Report. The end of year enrollment report is attached.



NORTHFIELD

Northfield High School
Activities Office

Extended Overnight Request Form

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

Elizabeth Larson 612-865-7457

School and Program:

NHS volleyball

Date of Requested Trip:

1. What group is taking this trip?

NHS volleyball

2. Estimated # of Students:

15

Adult Supervisors:

4

3. Destination:

Marshall, MN

4. Date/Time of Departure:

Friday, Sept. 5

11:00am

5. Date/Time of Return:

Saturday, Sept. 6

3:00pm

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

Marshall Invitational

7. Name the manner of travel and the carrier.

Northfield Lines

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

AmericInn, Marshall, MN
1406 E. Lyon St.

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

Elizabeth Larson
612-865-7457



NORTHFIELD

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

HS Varsity Team

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

Elizabeth Larson ; HS. Coaching Staff

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

Parent and Emergency contacts
on hand

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

NHS Activities Account

Tourney entry, bus, 1 night hotel

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

None

Signature of Staff Member Responsible:

Date field trip request was submitted to Principal:

6/3/25

Principal/Administrator Signature and Date:

6/6/25

Approved:

Not Approved:

Superintendent Signature and Date: _____

Approved: _____

Not Approved: _____

School Board Review Date: _____

Approved: _____

Not Approved: _____



Northfield High School
Activities Office

Extended Overnight Request Form

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

Elizabeth Larson - 612-865-7457

School and Program:

NHS Volleyball

Date of Requested Trip:

1. What group is taking this trip? Varsity

2. Estimated # of Students: 12 # Adult Supervisors: 2

University of

3. Destination: Wisconsin, Madison

4. Date/Time of Departure:

~~Saturday~~ Friday, July 11 6:00am

5. Date/Time of Return

Sunday, July 13 3pm

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

Team Camp

7. Name the manner of travel and the carrier. Parents

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

Included in Team Camp
Sellery Hall

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

Elizabeth Larson 612-
865-7457



NORTHFIELD

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

Varsity Athletes - covered by U of Wisc. Madison

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

Elizabeth Larson ? U of W, Madison Staff

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

All covered by U of W institution

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

Paid for by HS Volleyball Activities Acct.

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

None

Signature of Staff Member Responsible:

DJK2

Date field trip request was submitted to Principal:

6/3/25

Principal/Administrator Signature and Date:

JM 6/6/25

Approved:

Not Approved:

Superintendent Signature and Date: _____

Approved: _____

Not Approved: _____

School Board Review Date: _____

Approved: _____

Not Approved: _____

					2024-25								
School and Grade Level	September 3rd	September 6th	September 13th	September 20th	October 1st	November 1st	December 2nd	January 2nd	February 2nd	March 3rd	April 1st	May 1st	End of Year 6/6/2025
NCEC													
Early Childhood	127	116	119	121	119	121	128	137	136	139	134	145	154
Total	127	116	119	121	119	121	128	137	136	139	134	145	154
Big 9 Online													
Grade K-2037	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 1-2036	1	0	0	0	0	0	0	0	0	0	0	0	0
Grade 2-2035	1	1	1	1	1	1	1	1	1	1	1	1	1
Grade 3-2034	0	0	0	0	0	0	0	0	1	1	1	1	1
Grade 4-2033	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade 5-2032	1	1	1	1	1	1	1	1	1	1	1	2	2
Grade 6-2031	2	2	2	2	2	3	3	3	2	1	1	2	2
Grade 7-2030	1	1	1	1	1	1	2	2	1	1	1	1	1
Grade 8-2029	4	4	4	4	4	4	3	3	3	4	4	5	5
Grade 9-2028	4	4	4	2	2	3	3	3	4	4	4	4	4
Grade 10-2027	9	9	10	10	12	12	12	12	18	18	21	22	22
Grade 11-2026	18	18	17	16	17	17	17	17	16	16	18	18	18
Grade 12-2025	11	11	11	10	10	9	12	12	12	12	12	11	11
Total	52	51	51	47	50	51	54	54	59	59	64	67	67
Greenvale Park													
Grade K-2037	76	70	69	69	68	69	70	71	72	72	72	72	71
Grade 1-2036	64	63	63	63	63	63	66	66	66	66	66	66	65
Grade 2-2035	100	100	101	101	101	100	100	100	100	100	99	99	98
Grade 3-2034	83	84	83	83	83	83	82	82	82	83	82	80	80
Grade 4-2033	83	83	83	83	83	83	83	83	83	83	83	84	82
Grade 5-2032	91	91	90	90	90	90	90	89	90	90	90	90	90
Total	497	491	489	489	488	488	491	491	493	494	492	491	486
Spring Creek													
Grade K-2037	65	65	65	64	63	64	64	64	63	62	62	62	60
Grade 1-2036	66	65	65	65	65	65	66	66	65	65	65	64	64
Grade 2-2035	75	74	73	73	73	73	73	73	73	73	73	73	73
Grade 3-2034	78	78	78	78	79	79	79	79	80	80	80	79	79
Grade 4-2033	68	68	68	68	68	68	69	69	69	69	69	69	69
Grade 5-2032	93	93	93	93	94	94	94	94	95	94	93	92	93
Total	445	443	442	441	442	443	445	445	445	443	442	439	438
Bridgewater													
Grade K-2037	74	74	74	74	74	76	76	76	77	77	77	77	77
Grade 1-2036	107	106	106	106	106	106	105	104	104	105	106	107	107
Grade 2-2035	86	87	86	87	87	86	86	86	87	87	88	88	88
Grade 3-2034	91	91	91	91	91	91	91	91	91	91	91	92	91
Grade 4-2033	106	107	106	106	106	106	106	106	106	106	107	107	107
Grade 5-2032	100	100	100	100	100	100	100	100	100	100	100	100	100
Total	564	565	563	564	564	565	564	563	565	566	569	571	570
Middle School													
Grade 6-2030	293	292	292	292	292	290	291	290	292	291	294	295	295
Grade 7-2029	296	294	294	293	293	293	293	292	291	291	292	291	290
Grade 8-2028	279	280	280	279	278	277	276	276	275	275	277	276	276
Total	868	866	866	864	863	860	860	858	858	857	863	862	861
High School													
Grade 9-2028	327	325	325	325	325	325	324	324	325	327	327	323	321
Grade 10-2027	322	321	321	320	316	313	313	314	305	306	302	300	300
Grade 11-2026	306	299	297	298	296	294	296	296	292	291	291	291	291
Grade 12-2025	313	308	307	306	305	305	301	299	294	294	294	293	293
Total	1268	1253	1250	1249	1242	1237	1234	1233	1216	1218	1214	1207	1205
ALC													
Grade 9-2028	0	0	0	0	0	0	0	0	0	8	9	9	9
Grade 10-2027	5	5	5	5	16	9	9	12	12	21	22	22	22
Grade 11-2026	17	17	17	16	16	18	22	25	26	38	39	38	40
Grade 12-2025	48	56	58	58	63	66	66	69	71	90	92	94	91
Total	70	78	80	79	95	93	97	106	109	157	162	163	162
Grand Total	3891	3863	3860	3854	3863	3858	3873	3887	3881	3933	3940	3945	3943
Full Time only (excluding EC and Part-time/Independent Study ALC)	3756	3734	3726	3718	3712	3708	3701	3703	3695	3700	3711	3702	3691
Budget Projection (excluding EC and Part-time/Independent Study ALC)	3729	3729	3729	3729	3729	3729	3729	3729	3729	3729	3729	3729	3729
Difference [negative numbers in parentheses)	27	5	-3	-11	-17	-21	-28	-26	-34	-29	-18	-27	-38

Greenvale Park

Grade	Teacher	
K	Flicck	17
K	Kortbein	17
K	Schroyer	18
K	Swenson	19
1	Borgerdin	22
1	Landry	22
1	Ziemann	21
2	Amundso	26
2	Bulfer	18
2	Ellerbusc	18
2	Feldmann	19
2	Nivala	17
3	Dimick	22
3	Johnson	22
3	Larson	16
3	Timerson	20
4	Garcia	25
4	Hetzel	18
4	McLaughli	21
4	Schroeder	18
5	Bloom	23
5	Carlson	22
5	Sickler	23
5	Tacheny	22
TOTAL		486

Spring Creek

Grade	Teacher	
K	Berkvam Peter	22
K	Heil, G	21
K	Matson	17
1	Born	20
1	Craft	15
1	Nelson	14
1	Sjoberg	15
2	Rud	16
2	Russell	16
2	Soderlund	24
2	Spitzack	17
3	Cornell	20
3	Healy	21
3	Olson	21
3	Sasse	17
4	Fox	26
4	Haar	26
4	McManus	17
5	Baragary	25
5	Malecha	24
5	Ostermann	25
5	Stulken	19
TOTAL		438

Bridgewater

Grade	Teacher	
K	Cade	18
K	Danielson	19
K	Rodgers	20
K	Tran	20
1	Bischoff	21
1	Carter	20
1	Hall	21
1	Lanza	25
1	Stuemke	20
2	LaVoy	23
2	Lofquist	23
2	Schwaab	23
2	Swenson	19
3	Bell	24
3	Larson	20
3	Sickler	23
3	Truman	24
4	Foley	29
4	Hehr/Tem	27
4	Rodriguez	24
4	Ryan/Kohl	27
5	Blatti	27
5	Duchene/	28
5	Holden	27
5	Rubin/De	18
TOTAL		570

Middle School

<u>Middle School</u>	<u>Total</u>
Grade 6-2031	295
Grade 7-2030	290
Grade 8-2029	276
TOTAL	861

High School

<u>High School</u>	<u>Total</u>
Grade 9-2028	321
Grade 10-2027	300
Grade 11-2026	291
Grade 12-2025	293
TOTAL	1205

<u>ALC</u>	<u>F/T</u>	<u>**P/T</u>	<u>**I/S</u>	<u>Total</u>
Grade 9-2028	0	0	9	9
Grade 10-2027	12	1	9	22
Grade 11-2026	18	1	21	40
Grade 12-2025	34	2	55	91
TOTAL	64	4	94	162

	<u>Regular</u>	<u>Big 9</u>	<u>Total</u>
Early Childhood**	154		154
Kindergarten-2037	208	0	208
Grade 1-2036	236	0	236
Grade 2-2035	259	1	260
Grade 3-2034	250	1	251
Grade 4-2033	258	0	258
Grade 5-2032	283	2	285
Total K-5	1648	4	1652
Total Middle School	861	8	869
Total High School	1205	55	1260
GRAND TOTAL	3714	67	3781
ALC 9-12			162
GRAND TOTAL w/ALC and Big 9			3943
**Full Time only			3691

<u>Early Childhood**</u>	
Dorey	13
Hubbard	13
Karsky	5
Ludwig	25
O'Connor	15
Palmquist	14
Roth	13
Sanders	11
Stowe	8
Tharp	8
Townzen	10
Webster	19
TOTAL	154

Big 9 Online

Grade	Teacher	
Grade K-20	Kehler	0
Grade 1-20	Kehler	0
Grade 2-20	Kehler	1
Grade 3-20	Kehler	1
Grade 4-20	Kehler	0
Grade 5-20	Kehler	2
Grade 6-20	Kehler	2
Grade 7-20	Kehler	1
Grade 8-20	Kehler	5
Grade 9-20	Kehler	4
Grade 10-2	Kehler	22
Grade 11-2	Kehler	18
Grade 12-2	Kehler	11
TOTAL		67