

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

April 22, 2024

District Office Boardroom

1. Call to Order

School Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00p.m. Present: Butler, Goerwitz, Gonzalez-George, Miller, Quinnell and Stratmoen. Absent: Nelson. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

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

3. Public Comment

There were two public comments.

4. Announcements and Recognitions

- Northfield Early Childhood Family Education's (ECFE) Newborn Baby Talk program was the recipient of the Minnesota Association for Family and Early Education (MNAFEE) Innovative Programming Award. This program is co-sponsored by Northfield Hospital + Clinics, Northfield Public Schools ECFE, and Rice County Public Health Nursing Service. Baby Talk is a free class for parents with newborns from birth to 12 weeks.
- School Lunch Hero Day is Friday, May 3. When we say school nutrition professionals are heroes, we mean it! We want to thank our child nutrition staff for all that they do and recognize the difference these team members make for every child who comes through their cafeteria.
- Play for Patrick screened 209 students ages 14-24 last Saturday. "Play for Patrick" was created to "honor & remember Patrick Schoonover who passed away at the age of 14, due to Sudden Cardiac Arrest (SCA), caused by undetected heart defects. The goal of the foundation is to bring SCA awareness, education, prevention and eliminate SCA in kids.
- Northfield is named one of the 50 best places to live in the country by Money magazine.

5. Items for Discussion and Reports

- a. Proposed 2024-25 Child Nutrition Fund Budget. Stephany Stromme, Director of Child Nutrition, presented a Revised 2023-24 Child Nutrition Budget and the Proposed 2024-25 Child Nutrition Budget. The board will be asked to approve the revised budget at the May 13 board meeting. 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.
- b. Revised 2023-24 and Proposed 2024-25 Community Education Fund Budgets. Director of Community Education Erin Bailey presented a Revised 2023-24 Community Education Budget and the Proposed 2024-25 Community Education Budget. The board will be asked to approve the revised budget at the May 13 board meeting. The 2024-25 proposed budget has been developed with input from each program coordinator and the Community Education Advisory Council.
- c. Ice Arena Letter of Support to the Northfield City Council. Superintendent Hillmann and Board Chair Gonzalez-George drafted a letter on behalf of the Board of Education and Northfield Public Schools affirming our commitment to leasing the City of Northfield's ice arena up to a maximum of \$250,000 annually for an estimated 20 years (including ice time). The district would use its lease/levy authority to fund the annual payment. The district would be part of a public/private partnership that includes the district, the City of Dundas, the City of Northfield, and the Northfield Hockey Association. The board will be asked to approve the submission of this letter to the Northfield City Council at the May 13 board meeting.
- d. Fall 2024 Bond Referendum. The district is working with Wold Architects & Engineers, Ehlers, and the Dorsey & Whitney law firm to prepare the ballot language for the Nov. 5, 2024, bond referendum. We will likely introduce the ballot language at the May 13 board meeting and request board approval at the May 28 board meeting.

The district must submit a Review and Comment document to the Minnesota Department of Education. We have collaborated with Wold Architects & Engineers to finalize the Review and Comment document to be submitted to MDE for approval. The board will be asked to approve the submission of the Review and Comment at the May 13 board meeting.

6. Committee Reports

Board members Butler, Goerwitz, and Nelson provided reports on the Community Education, Northfield Branding, Communications, and Wellness advisory committees.

7. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on April 8, 2024.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Financial Report - January 2024. Director of Finance Mertesdorf requested the board approve paid bills totaling \$2,396,848.19, payroll checks totaling \$3,563,567.29, bond payments totaling \$5,017,754.38, a wire transfer totaling \$400,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$300,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for January 2024. At the end of January 2024 total cash and investments amounted to \$20,700,123.75.
- d. Personnel Items
 - i. Appointments
 1. Kathleen Clark, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 2. Jeffrey Eckhoff, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 3. Stephanie Ennis, Targeted Services Summer PLUS Teacher for up to 6.50 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
 4. Nolan Feldhake, KidVentures Student Site Assistant for up to 15 hours/week at Spring Creek and Greenvale Park, beginning 4/18/2024. \$14.90/hr.
 5. Rosemary Fink, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 6. Thomas Graupmann, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 7. Molly Holland, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 4/22/2024. \$20.84/hr.
 8. Emmalee Kmoch, 1.0 FTE Long Term Substitute Third Grade Teacher at Bridgewater, beginning 4/17/2024-6/6/2024. MA, Step 1
 9. Kathleen Kopseng, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 10. Lynda Maus, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 11. Rebecca Messer, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 12. Andrew Richardson, Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
 13. Emily Sanchez, Community School Club Leader for up to 12 hours/week at Greenvale Park, beginning 4/10/2024-5/18/2024. \$24.30/hr.
 14. Mark Thornton, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 15. Nancy Veverka, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 16. Earl Weinmann, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 17. Regina Zakrajsek, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.
 18. Summer Alsaker, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 8/21/2024. \$20.84/hr.
 19. Gretta Kunze, Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park and the Middle School, beginning 6/24/2024-8/8/2024. \$40/hr.
 20. Wendy Newman, 1.0 FTE Administrative Support Assistant Class IV at the NCEC, beginning 5/6/2024. Step 3 - \$23.26/hr.
 21. Brenda Niebuhr, AP Test Proctor at the High School, beginning 4/22/2024-5/17/2024. Licensed Sub rate.
 22. Heidi Peterson, AP Test Proctor at the High School, beginning 4/19/2024-5/17/2024. Licensed Sub rate.

23. Ryland Updike, Instructor Lead with Community Ed Recreation, beginning 5/6/2024-5/31/2024. Step 1 - \$15.00/hr.

ii. Increase/Decrease/Change in Assignment

1. TJ Austin, 1.0 FTE Agriculture Ed Teacher at the High School, add 20 extra days annually to cover summer Ag Ed activities at the High School, effective 4/15/2024. Lane/step
2. Michelle Bauer, PreK-12 Systems and Instructional Coach at the District Office, add Targeted Services Summer Plus/BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School and Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
3. Doug Bengston, Drivers Ed Classroom Instructor at the High School, add AP Test Proctor at the High School, effective 5/1/2024-5/17/2024. Licensed Sub rate.
4. Pamela Bennewitz, EL EA (temporary position) for 7.25 hours/day at Greenvale Park, change to EL EA (ongoing position) for 7.25 hours/day at Greenvale Park, effective 4/17/2024.
5. Pam Charlton, Grade 1 Teacher at Bridgewater, change to ADSIS Interventionist at Greenvale Park, effective 8/22/2024.
6. Charles Cogan, French Teacher at the High School, add AP Test Proctor at the High School, effective 5/1/2024-5/17/2024. Licensed Sub rate.
7. Raymond Coudret, Math Teacher at the High School, change to PreK-12 Systems and Instructional Coach at the District Office, effective 7/1/2024.
8. Kevin Dahle, .60 FTE Social Studies Teacher/.40 FTE Presidential Release at the High School, change to 1.0 FTE Social Studies Teacher at the High School, effective 8/22/2024.
9. Jennifer Henriksen, Administrative Assistant Class III at the Middle School, change to Administrative Assistant Class IV at the Middle School, effective 4/22/2024.
10. Jeff Holter, Custodian at the Middle School, change start date to 4/22/2024.
11. Alexa Hotz Zenk, FACS Teacher at the High School, add Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
12. Bailey Krueger, 1.0 FTE Speech and Language Pathologist at Greenvale Park/Spring Creek, MA, Step 6 change rate of pay to MA10, Step 6 effective 8/22/2024.
13. Darren Lofquist, Grade 2 Teacher at Bridgewater, add Targeted Services Summer PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
14. Katie Lovrien, Will Program Teacher at the Middle School, add Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
15. Savannah Metcalf, Instructor Lead with Community Ed Recreation, add Summer Lifeguard, and Summer Instructor Assistant, with Community Education Recreation, effective 5/29/2024-8/31/2024. Lifeguard - Step 1 - \$14.00/hr., Summer Instructor Assistant - Step 1 - \$14.00/hr.
16. Ellen Mucha, MTSS Teacher at the High School, add .5 Yearbook Advisor at the High School, effective 4/15/2024-6/6/2024.
17. Adeline Nelson, Gen Ed EA at the NCEC, change to Special Ed EA PCA at the NCEC, effective 1/2/2024-6/6/2024. + PCA Stipend of \$1,057.47
18. Lizbeth Ramirez, Special Ed EA PCA for 25.75 hours/week at Greenvale Park, change to Special Ed EA PCA for 26.25 hours/week at Greenvale Park, effective 4/1/2024.
19. Amanda Rezac, Special Ed EA PCA at Greenvale Park, change to Special Ed EA PCA at the High School, effective 4/15/2024.
20. Nubia Roman, MSYC Site Leader at the Middle School, extend end date to 5/23/2024.
21. Angie Schock, Grade 6 Teacher at the Middle School, add Targeted Services Summer BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
22. Amber Soderlund, Grade 2 Teacher at Spring Creek, add Targeted Services Summer PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
23. Allison Sweeney, Instructional Coach Behavior Teacher at Spring Creek, add Targeted Services Summer Plus/BLAST Teacher for up to 7 hours/day Mon.-Thurs. at the Middle School and Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
24. Gina Swenson, Grade 1 Teacher at Greenvale Park, add Targeted Services Summer PLUS Teacher for up to 6.5 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
25. Nives Bakic, EA at the Middle School, add Targeted Services Summer BLAST Site Assistant for up to 6 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. Step 4 - \$16.35/hr.
26. Sarah Bloom, Grade 6 Teacher at the Middle School, change to Grade 5 Teacher at Greenvale Park, effective 8/22/2024.
27. Janet Gannon, EA at the Middle School, add Targeted Services Summer BLAST Site Assistant for up to 6 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2024-8/8/2024. Step 4 - \$16.35/hr.
28. Gretchen Heil, Kindergarten Teacher at Spring Creek, add Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
29. Anna Kelly, Science Teacher at Greenvale Park, add Targeted Services Summer PLUS Teacher for up to 6 hours/day as needed Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.

30. Shelly Kruger, EA at the High School, add Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
31. Lydia Montgomery, Special Ed EA PCA at the NCEC and Greenvale Park, change to Special Ed EA PCA for 18 hours/week at the NCEC, effective 4/29/2024.
32. Angela Schock, Grade 6 Math Teacher at the Middle School, change to Grade 6 Science Teacher at the Middle School, effective 8/22/2024.
33. Erik Swenson, Grade 2 Teacher at Bridgewater, add Targeted Services Summer PLUS Teacher for up to 6 hours/day Mon.-Thurs. at Greenvale Park, effective 6/24/2024-8/8/2024. \$40/hr.
34. LauraAnn Talbot Peterson, Math Teacher at the Middle School, add Targeted Services Summer PLUS Teacher for up to 6 hours/day as needed Mon.-Thurs. at Greenvale Park and the Middle School, effective 6/24/2024-8/8/2024. \$40/hr.
35. Ryland Updike, Instructor Lead with Community Ed Recreation, add Instructor Assistant with Community Ed Recreation, effective 5/6/2024-5/31/2024. Step 1 - \$14.00/hr.

iii. Leave of Absence

1. Ann Jerdee, English/Language Arts Teacher at the Middle School, unpaid Leave of Absence for the 2024-2025 school year.
2. Lisa Krueger Robb, EL Teacher at the High School, FMLA Leave of Absence beginning 4/29/2024 through the end of the 2023-2024 school year.
3. Gerald Smuda, Custodian Engineer at Bridgewater, FMLA Leave of Absence beginning 4/1/2024 for up to 60 work days.
4. Correction: Lisa Krueger Robb, EL Teacher at the High School, FMLA Leave of Absence beginning 4/12/2024 through the end of the 2023-2024 school year.
5. Mollie Schwartz, Music Teacher at Spring Creek, FMLA Leave of Absence beginning on or about 8/30/2024 through 11/21/2024.

iv. Retirements/Resignations/Terminations

1. Hani Abdi, Custodian at the Middle School, termination effective 4/9/2024.
2. Lupema Celis Castillo, Educational Assistant at Greenvale Park, resignation effective 5/31/2024.
3. Brandon Foster, Assistant Lacrosse Coach at the High School, resignation effective 3/19/2024.
4. Lisa Krueger Robb, Yearbook Advisor at the High School, resignation effective 4/10/2024.
5. Andrea Redder, Early Childhood Teacher and Special Ed EA at the NCEC, resignation effective at the end of the 2023-2024 school year.
6. Deb Seitz, Speech Coach at the Middle School, resignation effective at the end of the 2023-2024 school year.
7. Andrea Waldock, Educational Assistant at Bridgewater, retirement effective 6/30/2024.
8. Cori Yamry, 8th Grade Volleyball Coach at the Middle School, resignation effective 4/10/2024.

8. Items for Individual Action

- a. Resolution for Termination and Non-Renewal of Probationary Licensed Staff. On a motion by Miller, seconded by Goerwitz, the board unanimously approved by roll call the Resolution for Termination and Non-Renewal of Probationary Licensed Staff listed below effective at the close of the current 2023-24 school year. Voting ‘yes’ was Butler, Goerwitz, Miller, Quinnell, Stratmoen, and Gonzalez-George. No one voted ‘no’.

<u>Name</u>	<u>FTE</u>	<u>Position</u>
Charles Cogan	.40	French – Tier 1 Teacher
Joanna McLees	.45	Special Education – Tier 2 Teacher

9. Items for Information

- a. National Teacher Appreciation Week is May 6 - 10, 2024. Teacher Appreciation Week is celebrated in the first full week of May and is our chance to say thank you to those that play or have played such a huge role in our lives. We recognize the dedicated educators across the country, in our state, and in our district, and the lasting contributions they make to our lives.
- b. Graduation Update. ALC graduation is scheduled at 6:00 p.m. on Friday, May 31 in the Middle School Auditorium. Northfield High School’s graduation is scheduled at 2:00 p.m. on Sunday, June 9 at Memorial Field.

10. Future Meetings

- a. Monday, May 13, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. *Tuesday, May 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, June 10, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

*Note that Monday, May 27 is Memorial Day

11. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the board unanimously approved to adjourn at 7:38 p.m.



Amy Goerwitz
School Board Clerk