

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

April 24, 2023

District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Butler, Coleman, Gonzalez-George, Miller, Nelson and Quinnell. Absent: Goerwitz. 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 Coleman, the board unanimously approved the agenda.

3. Public Comment

There were no public comments.

4. Announcements and Recognitions

- Congratulations to Northfield High School Girls state champion wrestlers. Caley Graber is the state champion at 100 pounds and Ella Pagel is the state champion at 165 pounds. This is Ella's second state championship.
- Congratulations to Raider volleyball player Sydney Jaynes. Sydney was recently recognized as a St. Paul Area Athena Award winner. The Athena Awards program honors outstanding female high school senior student-athletes from St. Paul and suburban public and independent high schools for their athletic achievements. The award is based on excellence in individual sports or for participation and accomplishments in team sports.
- Thank you to the art teachers and volunteers that assisted with Arts á la Carte last Friday evening.

5. Items for Discussion and Reports

- a. Proposed 2023-24 Child Nutrition Fund Budget. Stephany Stromme, Director of Child Nutrition, presented the 2023-24 proposed child nutrition 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 board will be asked to adopt the budget at the May 22, 2023 board meeting.
- b. Revised 2022-23 and Proposed 2023-24 Community Education Fund Budgets. Director of Community Education Erin Bailey presented a revised 2022-23 Community Education Budget and the Proposed 2023-24 Community Education Budget. Approval of the revised budget will be an item for individual action at the May 8, 2023 board meeting. The 2023-24 proposed budget has been developed with input from each program coordinator and the Community Education Advisory Council. The board will be asked to adopt the budget at the May 22, 2023 board meeting.
- c. Special Education Staffing Update. Director of Special Services Cheryl Hall and Assistant Director of Special Services Sara Pratt provided information about projected special education caseloads and associated additional staffing for the 2023-24 school year.
- d. Updated Recommendation on Potential Transportation Service Changes. Director of Finance Val Mertesdorf and Superintendent Hillmann provided an updated recommendation about potential transportation service changes. At this time administration is recommending we move forward with the previous recommendations, excluding the implementation of a fee for transportation. Despite this being a tool we have access to, at this

time we feel the potential impacts outweigh the revenue this could generate. The administration will continue to review the budget for further reduction opportunities.

- e. Superintendent Operations & Strategic Plan Update. Superintendent Hillmann shared the results of the annual employee and parent/caregiver surveys, provided information about the district's iPad lease renewal, and provided an update about a potential public-private partnership between the City of Northfield and a business partner regarding an ice arena. Dr. Hillmann shared the district's preliminary plans regarding the boys hockey cooperative sponsorship with Randolph, and he shared that Minnesota Assistant Commissioner of Children and Family Services Tikki Brown toured the NCEC.

6. Committee Reports

There were no committee reports.

7. Consent Agenda

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

a. Minutes

- Minutes of the Regular School Board meeting held on April 10, 2023

b. Gift Agreements

- \$1,000.00 for the TORCH Scholarship from Beth Berry's Donor Advised Fund
- \$1,500.00 to be used toward the portable baseball fence from the Northfield Booster Club, Inc.

c. Personnel Items

i. Appointments

1. Laura Kay Allen, AP Test Proctor at the High School, beginning 5/1/2023.
2. Doug Bengston, AP Test Proctor at the High School, beginning 5/1/2023.
3. Elaine Boda, .5 FTE Speech and Language Pathologist at the NCEC, beginning 7/1/2023. MA+10, Step 10.
4. Elaine Boda, .25 FTE Long-term Substitute Speech and Language Pathologist at Greenvale Park, beginning 8/24/2023-6/6/2024. MA+10, Step 10.
5. Izzy Charlton, Targeted Services Plus/Blast Summer Site Assistant for up to 6 hours/day Mon.-Thurs. at BW/Middle School, beginning 6/12/2023-8/12/2023. Step 2-\$14.88/hr.
6. Jeffrey Eckhoff, AP Test Proctor at the High School, beginning 5/1/2023.
7. Stephanie Ennis, Summer Plus Teacher for up to 6 hours/day Mon.-Thurs. at BW/Middle School, beginning 6/12/2023-8/11/2023. Year 7-\$40/hr.
8. Rosemary Fink, AP Test Proctor at the High School, beginning 5/1/2023.
9. Naomi Golden, 1.0 FTE Chemistry/Earth Science Teacher at the High School, beginning 8/24/2023. MA+10, Step 10-pending receipt of transcripts.
10. Tom Graupmann, AP Test Proctor at the High School, beginning 5/1/2023.
11. Meha Hnatyszyn, Summer Instructor/Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
12. Mary (Alexa) Hotz Zenk, 1.0 FTE Family and Consumer Science Teacher at the High School, beginning 8/22/2023. BA+30, Step 7.
13. Glenn Ivers, Event Worker at the High School, beginning 4/17/2023. \$77/event
14. Andrea James, Long Term Substitute Special Ed EA PCA for 4.75 hours/week at the NCEC, beginning 4/19/2023-5/31/2023. Step 3-\$17.05/hr.
15. Kaitlin Knott, Summer Instructor/Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 6-\$16.25/hr.
16. Kayla Knott, Summer Instructor/Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 6-\$16.25/hr.
17. Gail Kohl, .2 FTE Long Term Substitute 5th Grade Teacher at Bridgewater, beginning 8/24/2023-6/6/2024. MA, Step 10.
18. Kathleen Kopseng, AP Test Proctor at the High School, beginning 5/1/2023.

19. John Mahal, 1.0 FTE Student Activities Director at the High School, beginning 7/1/2023. \$123,616 + Step 1.
 20. Anthony Mathison, .4 FTE Long-term substitute Physical Education Teacher at Bridgewater, beginning 8/24/2023-6/6/2024. MA, Step 10.
 21. Lynda Maus, AP Test Proctor at the High School, beginning 5/1/2023.
 22. Rebecca Messer, AP Test Proctor at the High School, beginning 5/1/2023.
 23. Reuben Menk, Summer Instructor/Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
 24. Tammara Moore, Office Specialist Class III at the ALC for 7 hours/day, add Secondary Attendance Liaison for 1 hour/day at the High School, beginning 4/20/2023-6/9/2023. Step 5-\$22.89/hr.
 25. Brenda Niebuhr, AP Test Proctor at the High School, beginning 5/1/2023.
 26. Heidi Peterson, AP Test Proctor at the High School, beginning 5/1/2023.
 27. Julia Peterson, KidVentures Site Assistant for up to 17.5 hours/week at Greenvale Park, beginning 5/15/2023-6/9/2023. Step 2-\$14.88/hr.
 28. Halea Picha, Assistant Girls Soccer Coach at the High School, beginning 8/14/2023. \$4,570
 29. Angel Ramos, Community School Club Leader for up to 4 hours/week at Bridgewater, beginning 4/25/2023-5/25/2023. \$23.65/hr.
 30. Tony Rezac, 1.0 FTE Custodian at the High School, beginning 5/1/2023. Step 5, \$20.75/hr.
 31. Elizabeth Schuerman, Summer Community Education Recreation Intern at the NCEC, beginning 5/15/2023-8/31/2023. Step 1-\$15.00/hr.
 32. John Schnorr, .5 FTE Speech and Language Pathologist at the NCEC, beginning 7/1/2023-6/30/2023. MA+40, step 10.
 33. Andrea Serrano Garcia, Community School After School Site Assistant for up to 6 hours/day at Bridgewater, beginning 4/18/2023-5/25/2023. Step 1-\$14.50/hr.
 34. Peyton Truman, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.00/hr.
 35. Nancy Veverka, AP Test Proctor at the High School, beginning 5/1/2023.
 36. Lauren Weber, Assistant Girls Tennis Coach at the High School, beginning 8/14/2023. \$4,062
 37. Kathy Wiertsema-Miller, AP Test Proctor at the High School, beginning 5/1/2023.
 38. Belinda Zubia, Targeted Services Plus/Blast Summer Site Assistant for up to 6 hours/day Mon.-Thurs. at BW/Middle School, beginning 6/12/2023-8/12/2023. Step 2-\$14.88/hr.
 39. Marisa DeVito-Winget, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
 40. Evan Loe, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
 41. Amelia Rosenhamer, Summer Instructor/Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
 42. Mariah Thomas-McCarty, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
- ii. Increase/Decrease/Change in Assignment
1. Michelle Anderson, EA at Greenvale Park, Add Summer Plus Site Assistant for up to 6 hours/day at Bridgewater, beginning 6/12/2023-8/15/2023. Step 4-\$15.91/hr.
 2. Jennifer Antoine, EA PCA for 13.5 hours/week at the NCEC, add LTS EA PCA NB for 14 hours/week for a total of 27.5 hours/week at the NCEC, effective 4/19/2023-5/22/2023.
 3. Mark Auge, Teacher at the High School, add ALC Summer School Teacher for 5 hours/day Mon.-Thurs. at the ALC, effective 6/9/2023-7/27/2023. Lane/Step
 4. Elizabeth Brewer, EA at the Middle School, Add Summer Plus/Blast Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, beginning 6/12/2023-8/12/2023. Step 4-\$15.91/hr.
 5. Margaret Christianson, Child Nutrition at Bridgewater, Add Summer Plus/Blast Site Assistant for up to 6 hours/day at Bridgewater, beginning 6/12/2023-8/12/2023. Step 3-\$15.26/hr.
 6. Ray Coudret, Teacher at the High School, add ALC Summer School Teacher for 5 hours/day Mon.-Thurs. at the ALC, effective 6/9/2023-7/27/2023. Lane/step

7. Ashley Douglas, EA at Bridgewater, Add Summer Plus/Blast Site Assistant and Club Leader for up to 6 hours/day at Bridgewater, beginning 6/12/2023-8/12/2023. Club Leader-\$23.65/hr. And Site Asst. Step 3-\$15.26/hr.
8. Ana Gallego, Community School Club Leader at Greenvale Park, Add Summer Plus/Blast Site Assistant and Club Leader for up to 6 hours/day at Bridgewater, beginning 6/12/2023-8/12/2023. Club Leader-\$23.65/hr. And Site Asst. Step 4-\$15.91/hr.
9. Jessica Holz, Learning Coach with Portage, add ALC Summer School Teacher for 4 hours/day Mon.-Thurs. at the ALC, effective 6/12/2023-7/27/2023. :Lane/step.
10. Jessica Holz, Portage Learning Coach with Portage, change to 1.0 FTE Special Ed Teacher at the High School, effective 8/24/2023.
11. Brittany Hubbard, Teacher at the NCEC, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/12/2023-8/12/2023. Year 1-\$40/hr.
12. Julene Johnson, LTS Media Center EA at the High School, change to Media Center EA-on going at the High School, effective 8/24/2023.
13. Shelly Kruger, EA at the High School, add Summer Plus/Blast substitute Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/12/2023-8/12/2023. Sub \$40/hr.
14. Mackenzie Ludwig, ECSE Teacher-Integrated Pre-K at the NCEC, change to ECSE B-5 Teacher at the NCEC, effective 7/1/2023.
15. Rebecca Meyer, EA at the High School, Add Summer Plus/Blast Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, beginning 6/12/2023-8/12/2023. Step 4-\$15.91/hr.
16. Diane Nagy, Teacher at Bridgewater, add Summer Plus/Blast substitute Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/12/2023-8/12/2023. Sub \$40/hr.
17. Katie O'Connor, ECSE Teacher-Integrated Pre-K at the NCEC, change to ECSE B-3 Teacher at the NCEC, effective 7/1/2023.
18. Danielle Olson, Social Worker at Bridgewater, add Community School Teacher for 1.5 hours/day on Tuesdays at Bridgewater, effective 4/5/2023-5/25/2023. Year 1-\$27.11/hr.
19. Danielle Olson, .50 FTE School Social Worker at Bridgewater, add .50 FTE long-term substitute School Social Worker at Bridgewater, effective 8/24/2023-6/6/2024.
20. Andy Richardson, Teacher at the High School, add Summer Plus/Blast Teacher for up to 6.5 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/12/2023 -8/12/2023. Year 2-\$40/hr.
21. Deborah Russell, Teacher at Greenvale Park, add Summer Plus/Blast substitute Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/12/2023-8/12/2023. Sub \$40/hr.
22. Darrell Sawyer, Teacher at the Middle School, add Private Lesson Coach with Community Education Recreation, effective 4/15/2023-5/31/2023. \$36/individual/hour, \$20/person up to 5 in a group/hour.
23. Najah Siciid, Community School Site Assistant at Greenvale Park, add Long Term Substitute Spec Ed EA PCA for 5.5 hours/week at the NCEC/HeadStart, effective 4/19/2023-5/31/2023.
24. Remy Soulak, Early Ventures Assistant Teacher at the NCEC, change to Early Ventures Teacher at the NCEC, effective 2/7/2023. Step 1-\$17.66/hr.
25. Grace Swanson, LTS EA at Bridgewater/Greenvale Park, add Community School Site Assistant for 8 hours/week Mon.-Thurs. at Bridgewater, effective 4/10/2023-5/25/2023. Step 1-\$14.50/hr.
26. Allison Sweeney, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 6.5 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/12/2023-8/12/2023. Year 3- \$40/hr.
27. Gina Swenson, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/12/2023-8/12/2023. Year 10- \$40/hr.
28. Brigitte Tisdale, Teacher at Greenvale Park, add Summer Plus/Blast Teacher for up to 6.5 hours/day Mon.-Thurs. at Bridgewater, effective 6/12/2023-8/12/2023. Year 8- \$40/hr.
29. Katrina Warner, EA at Bridgewater, Add Summer Plus/Blast Site Assistant and Club Leader for up to 6 hours/day at Bridgewater, beginning 6/12/2023-8/12/2023. Club Leader-\$23.65/hr., Site Asst. Step 4-\$15.91/hr.

30. Jessica Weber, Special Ed Teacher with Portage, change to Special Ed Teacher at the High School, effective 8/24/2023. MA, Step 3.
 31. Pam Charlton, Teacher at Bridgewater, add Event Worker at the High School, effective 3/24/2023.
 32. Emily Galo-Castellanos, Community School Site Assistant for 2 hours/week at Bridgewater, change to Community School Site Assistant for 4 hours/week at Bridgewater, effective 4/24/2023-5/25/2023.
 33. Jessie Huebsch, 1.0 FTE Administrative Assistant at Bridgewater, change to 1.0 FTE Administrative Assistant to Instructional Services and Technology at the District Office, effective 5/15/2023.
 34. Evan Loe, Lifeguard with Community Ed Recreation, add Instructor Lead at step 2-\$15.25/hr., and Instructor Assistant at Step 2-\$14.25/hr. with Community Ed Recreation, effective 5/31/2023-8/31/2023.
 35. Amelia Rosenhamer, Summer Instructor Assistant with Community Ed Recreation, add Summer Instructor Lead with Community Ed Recreation, effective 5/31/2023-8/31/2023. Step 1- \$15.00/hr.
 36. Mariah Thomas-McCarty, Summer Lifeguard with Community Ed Recreation, add Summer Instructor Lead at step 2-\$15.25/hr., and Summer Instructor Assistant at Step 2-\$14.25/hr. with Community Ed Recreation, effective 5/31/2023-8/31/2023.
- iii. Leave of Absence
1. Rico Bohren, Assistant Principal at the High School, FMLA beginning 4/13/2023-approximately 5/4/2023.
 2. Stacey Garry, EA at Spring Creek, FMLA beginning 5/4/2023-5/12/2023.
 3. Kristin Johnson, Behavior Coach at Greenvale Park, Leave of Absence for the 2023-2024 school year.
 4. Teresa Hasse, EA/PCA at Spring Creek, medical leave of absence beginning 4/17/2023 through 4/28/2023.
 5. Kim Slegers, HealthTeacher at the High School, Leave of Absence for the 2023-2024 school year.
 6. Sari Zach, Teacher at Greenvale Park, 1.0 FTE 3-year Leave of Absence beginning with the 2023-2024 school year.
 7. Lisa Robb, EL Teacher at the High School, intermittent FMLA beginning 4/14/2023 through the end of the 2022-2023 school year.
 8. Laura Vind, Special Education Teacher at the High School, extend FMLA leave through the end of the 2022-23 school year.
- iv. Retirements/Resignations/Terminations
1. Jolee Harris, Gymnastic Coach at the High School, resignation effective 4/18/2023.
 2. Lauren Johnson, EA at the High School, resignation effective 5/19/2023.
 3. Curt Mikkelsen, Social Studies Teacher at the Middle School, retirement effective at the end of the 2022-2023 school year.
 4. Susan Eidenschink, EA at the High School, retirement effect 6/9/2023.
 5. Cole Nelson, Director of Buildings and Grounds, resignation effective 5/5/2023.

8. Items for Individual Action

- a. Policy Recommendations. On a motion by Nelson, seconded by Butler, the board unanimously approved the policy committee's recommended updates to policies 209, 515.5, 706, and 809.
- b. Resolution Discontinuing and Reducing Educational Programs and Positions. On a motion by Coleman, seconded by Butler, the board approved by roll call the Resolution Discontinuing and Reducing Educational Programs and Positions for licensed staff and non-teaching staff for the 2023-24 school year. Voting 'yes' was Butler, Coleman, Gonzalez-George, Miller, Nelson, and Quinnell. No one voted 'no'.

| <u>Program</u> | <u>Building</u> | <u>FTE</u> |
|----------------|-----------------|------------|
| Mathematics | High School | 1.0 |
| Social Studies | High School | 1.0 |
| French | High School | .40 |
| English | High School | .20 |
| Music | High School | .20 |

| | | |
|------------------------------------|----------------|---|
| Physical Education | High School | .20 |
| Credit Recovery | High School | .10 |
| Guidance Counselors | High School | 202 days to 197 days |
| Academic Advocate | ALC | .80 |
| Spanish | Middle School | .20 |
| Elementary Education (General Ed) | Greenvale Park | 1.0 |
| Elementary Education (General Ed) | Bridgewater | 2.0 |
| Elementary Education (General Ed) | Spring Creek | 3.0 |
| Secondary Learning Coach | Portage | 2.0 |
| Special Education Teacher | Portage | 1.0 |
| Elementary Education (General Ed) | Portage | 2.0 |
| Elementary Behavior Coach | Greenvale Park | 1.0 (second position) |
| Reading Specialist | Bridgewater | .55 |
| Attendance Secretary | High School | 234 paid days at 8 hrs/day to 209 paid days at 7 hrs/day |
| Credit Recovery EA | High School | .84 |
| Administrative Assistant | ALC | .88 |
| Educational Assistant | Portage | .84 |
| Volunteer Coordinator | Elementary | .53 |
| Security Monitor | High School | .94 |
| Kindergarten Educational Assistant | Greenvale Park | .625 |

- c. Resolution for Termination and Non-Renewal of Probationary Licensed Staff. On a motion by Nelson, seconded by Miller, the board approved by roll call the Resolution for Termination and Non-Renewal of Probationary Licensed Staff listed below effective at the close of the current 2022-23 school year. Voting 'yes' was Butler, Coleman, Gonzalez-George, Miller, Nelson, and Quinnell. No one voted 'no'.

| <u>Name</u> | <u>FTE</u> | <u>Position</u> |
|---------------------|----------------|---------------------------------|
| Bachmeier, Noah | 1.0 | Social Studies |
| Broughton, Scott | 1.0 | Elementary Education |
| Engle, Kari | 1.0 | Elementary Education (LTS) |
| Green, Cecelia | 1.0 | FACS |
| Hruby, Anna | 1.0 | Elementary Education |
| Lane, Melodie | 1.0 | Early Childhood Education (LTS) |
| Legros, Marckileine | 1.0 – 202 days | Guidance Counselor |
| Peterson, Andrea | 1.0 | Elementary Education |
| Rhoades, Ian | 1.0 | English/Language Arts |
| Richardson, Andrew | 1.0 | Industrial Technology |
| Robertson, Caitlin | 1.0 | Elementary Education |
| Rodgers, Sydney | 1.0 | Elementary Education |
| Rogers, Miriam | 1.0 | English/Language Arts |
| Schrank, Rebecca | 1.0 | Elementary Education |
| Selwan, Bernard | 1.0 | Mathematics |
| Stromley, Karl | 1.0 | Health |
| Turnquist, Ryan | 1.0 – 202 days | Guidance Counselor |
| Willman, Mary | 1.0 | Special Education |

This action was taken with the understanding that the following individuals will be offered a contract for the 2023-24 school year as follows:

| <u>Name</u> | <u>FTE</u> | <u>Position</u> |
|-------------|------------|-----------------|
|-------------|------------|-----------------|

Legros, Marckileine

1.0 – 197 days

Guidance Counselor

Rhoades, Ian

.80

English/Language Arts

Turnquist, Ryan

1.0 – 197 days

Guidance Counselor

9. Items for Information

- a. Enrollment Report. Superintendent Hillmann and Director Mertesdorf reviewed the April 2023 enrollment report.
- b. National Teacher Appreciation Week is May 8–12, 2023. 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.
- c. Graduation Update. ALC graduation is scheduled at 6:00 p.m. on Friday, June 2 in the Middle School Auditorium. Northfield High School's graduation is scheduled at 2:00 p.m. on Sunday, June 11 at Memorial Field.

10. Future Meetings

- a. Monday, May 1, 2023, 5:15 p.m., Special Closed Board Meeting, Northfield DO Boardroom
- b. Monday, May 8, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, May 22, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Quinnell, seconded by Miller, the board unanimously approved to adjourn at 8:32 p.m.



Amy Goerwitz
School Board Clerk