

# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

June 12, 2023

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 6:00 p.m. Present: Butler, Coleman, Goerwitz, Gonzalez-George, Miller, Nelson and Quinnell. Absent: None. 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 Nelson, the board unanimously approved the agenda.

3. Public Comment

There were no public comments.

4. Announcements and Recognitions

- Congratulations to the Class of 2023!
- Choir, band and orchestra all had successful spring concerts. The orchestra concert was the final concert for retiring director Paul Ousley.
- The following athletes competed in the State Track & Field meet: Toby Grawe, Kamarion Gant, Amber Mahal, Jackson Jerdee, Simon Lippert, and Brayden Brakke. Brakke took 9th in the 100M dash and Kamarion Gant took 6th in the High Jump earning them both all-state honors.
- Jr. Emerson Garlie is competing in the state golf meet tomorrow and Wednesday at Bunker Hills. Emerson won the individual section meet title by 5 strokes.
- The Raider baseball team made it to the section 1AAA finals where they won the first of a two game championship series, eventually losing 8-7 to Byron in extra innings.

5. Items for Discussion and Reports

- a. Nursing Proposal. Dr. Hillmann proposed to add a year-round nurse at the NCEC partially funded through recently approved legislation for student support personnel effective for the 2023-24 school year. This will be an item for individual action at the next board meeting.
- b. Policy Committee Recommendations. Superintendent Hillmann presented the policy committee's recommended updates to the 2023-24 Early Ventures, Hand in Hand Preschool, Kid Ventures, and Student Citizenship Handbooks. This will be an item for individual action at the next board meeting.
- c. FY 2023 Audit Engagement Letter. Director of Finance Val Mertesdorf presented the proposal from CliftonLarsonAllen, LLP Audit Engagement Letter for the audit of the 2022-2023 school year. The engagement letter establishes the parameters and fees associated with the annual audit required by statute. This will be an item for individual action at the next board meeting.
- d. Superintendent Operations and Strategic Plan Update. Superintendent Hillmann provided a legislative update, publicly recognized and congratulated the district's retirees, and shared photos of a "parade of graduates", a new tradition where graduating seniors visit the elementary schools they attended in the district. He also shared information about NASA scientist Dr. Valerie Fox who presented to students at Northfield High School, and Farms Days at Greenvale Park and Spring Creek. This was the last Superintendent Operations and Strategic Plan Update completed in this format.

6. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on May 22, 2023.
- b. Gift Agreements. Gift agreements included in the board packet and table file.

- c. 2023-24 School Year Calendar. The Minnesota Legislature passed a new law during the 2023 session making Juneteenth an official state holiday. The revision to the 2023-24 school year calendar reflects the addition of this holiday. All Northfield School District buildings, programs, classes and services will be closed on June 19.
- d. Co-Curricular Overnight Requests. Director of Activities Bubba Sullivan requested board approval for NHS Girls Swim & Dive, Girls Soccer, and Volleyball for overnight trips.
- e. Personnel Items
  - i. Appointments
    1. Sara Bartholomew, 1.0 FTE Special Ed Teacher ASD at the High School, beginning 8/24/2023. MA, Step 10
    2. Joseph Benson, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$15.25/hr.
    3. Samanta Celis Bermudez, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 1-\$14.00/hr.
    4. Clara Falcon-Geist, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 4-\$14.75/hr.
    5. Erick Granquist, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
    6. Denise Halvorson, .4 FTE Foreign Language French Teacher at the High School, beginning 8/23/2023. MA10, Step 10
    7. Inga Johnson, Summer Lifeguard with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
    8. Michele Knutson, Office Specialist Class III (206 contract days + holidays) at the High School, beginning 8/1/2023. Class III Step 3-\$22.64/hr.
    9. Beth LaCanne, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 6-\$16.25/hr.
    10. Simon Lippert, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
    11. Kellie O'Meara, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
    12. Linda Perez, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 2-\$14.25/hr.
    13. Brecken Riley, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 2-\$14.25/hr.
    14. Andrea Stowe, 1.0 FTE Long Term Substitute Kindergarten Teacher at Greenvale Park, beginning 8/24/2023-10/5/2023. BA, Step 1 - pending obtaining a MN teaching license.
    15. Shane Trego, 1.0 FTE Special Education Resource Room Teacher at the High School, beginning 8/24/2023. MA, step 10
    16. Tatjana Truckses Stephens, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/5/2023-9/1/2023. Step 1-\$14.50/hr.
    17. Winston Vermilyea, Summer WSI with Community Ed Recreation, beginning 6/10/2023-8/31/2023. Step 6-\$17.25/hr.
    18. Franz Boelter, .50 Assistant Volleyball Coach at the High School, beginning 8/14/2023. \$2,285 stipend-subject to change upon settlement of NEA agreement + step 10
    19. Jacob Dayneko, 1.0 FTE Industrial Technology/Agriculture Teacher at the High School, beginning 8/23/2023. BA+40, Step 10
    20. Connor Fitzloff, Spec Ed EA PCA Extracurricular and Nonacademic Support 7.5 hours/day with the District, beginning 6/12/2023-8/3/2023. Step 1-\$16.33/hr.
    21. Anne Lehmkuhl, .50 Assistant Volleyball Coach at the High School, beginning 8/14/2023. \$2,285 stipend-subject to change upon settlement of NEA agreement + step 6
    22. Betsy McLaughlin, Building Supervisor with Community Education, beginning 6/12/2023-8/31/2023. \$17.89/hr.
    23. Aidan Molesky, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/15/2023-8/31/2023. Step 1-\$14.00/hr.

24. Malcolm Poole, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 2-\$14.25/hr.
  25. Kylie Sieben, .20 Assistant Girls Diving Coach at the High School, beginning 8/14/2023. \$914 stipend-subject to change upon settlement of NEA agreement + step 6
  26. Vladimir Simon Martinez, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 1-\$14.00/hr.
  27. Samuel Swedin, Summer Lifeguard with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 1-\$14.00/hr.
  28. Ariana Vermilyea, Summer Lifeguard with Community Ed Recreation, beginning 6/12/2023-8/31/2023. Step 4-\$14.75/hr.
- ii. Increase/Decrease/Change in Assignment
1. Kari Adelman, Special Ed EA PCA at Bridgewater, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  2. Kelsie Arch, .59 FTE School Psychometrist/EA PCA at the NCEC, change to .30 FTE Psychometrist only at the High School, effective 8/24/2023-6/9/2024.
  3. Elizabeth Brewer, Special Ed EA PCA at the Middle School, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  4. Kathleen Casson, .90 FTE German Teacher at the High School, add .10 FTE German Teacher at the High School, effective 8/24/2023-6/6/2024.
  5. Margaret Christiansen, Child Nutrition Associate at the Middle School, add EA Bus EA ESY for up to 5 hours/day with the District, effective 7/10/2023-8/3/2023.
  6. Thomas Dickerson, Special Ed Teacher at the High School, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  7. Rikki Drewitz, Special Ed EA PCA at the Middle School, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  8. Leah Driscoll, Special Ed Teacher at Bridgewater, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  9. Kelle Edwards, Special Ed EA PCA at the High School, add Special Ed EA PCA, ESY for up to 4 hours/day with the District, effective 6/27/2023-8/10/2023.
  10. Sara Gerdesmeier, EarlyVentures Site Assistant for 36.25 hrs/week at the NCEC, change to EarlyVentures Site Assistant for up to 40 hours/week at the NCEC, effective 6/12/2023-8/25/2023.
  11. Kay Goodrich, Special Ed EA PCA at the High School, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  12. Erick Granquist, Lifeguard with Community Ed Recreation, add Summer Instructor Assistant at step 1-\$14.00/hr., and Summer Instructor Lead at Step 1-\$15.00/hr. with Community Ed Recreation, effective 6/7/2023-8/31/2023.
  13. Leah Grisim, Special Ed Teacher at Spring Creek, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  14. Leah Grisim, Special Ed Teacher at Spring Creek, add KidVentures Site Assistant Substitute at Spring Creek, effective 6/12/23-8/23/2023.
  15. Jackie Groth, Special ED EA at Bridgewater, change to Office Administrative Assistant Class IV for 7 hours/day at the ALC, effective 8/2/2023. Step 1-\$22.54/hr.
  16. DeEtte Harris, EA for 6.75 hrs/day at Spring Creek, change to EA for 6 hrs/day at Spring Creek, effective 9/5/2023.
  17. Kelly Hebzynski, Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at the Middle School, effective 6/24/2023 - 8/11/2023. 6-\$40/hr.
  18. Roger Helgeson Head Custodian at Bridgewater, change to Head Custodian at the High School, effective 6/12/2023. +\$13,500 stipend-prorated
  19. Mara Hessian, Special Ed EA PCA at Bridgewater, add Special Ed EA PCA, Extracurricular/Non academic activities with the District, effective 6/12/2023-8/18/2023.
  20. Mara Hessian, Special Ed EA PCA at Bridgewater, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/12/2023-6/30/2023.
  21. Daniel Hollerung, Building Supervisor with Community Education, add Event Worker at the High School, effective 5/27/2023.
  22. Leanne King, Special Ed EA PCA at Spring Creek, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
  23. Melanie Klein, Special Ed Teacher at Spring Creek, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.

24. Melanie Klein, Special Ed Teacher at Spring Creek, add Special Ed Teacher Homebound, hours will vary with the District, effective 6/12/2023-8/4/2023.
25. Richelle Kruger, EA PCA at the High School, add Special Ed Teacher, Substitute ESY as needed for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
26. Meghan Kuechenmeister, Special Ed EA PCA at the High School, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
27. Delores Larsen, Special Ed EA PCA at Spring Creek, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
28. Jennifer Link, Special Ed Teacher at the Middle School, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
29. Mackenzie Ludwig, Special Ed Teacher at the NCEC, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
30. Angela Lynch, Special Ed Teacher at the ALC, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
31. Kristy Malecha, Special Ed EA PCA at Greenvale Park, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
32. Shari Malecha, Child Nutrition Manager II at the Middle School, change to Custodian at the Middle School, effective 6/12/2023. Step 3 \$19.88/hr.
33. Tammy McDonough, 1.0 FTE Science Teacher at the High School, change to .90 FTE Science Teacher at the High School, effective 8/24/2023-6/6/2024.
34. Kimberly Medin, Special Ed Teacher at Bridgewater, change to Special Ed Teacher Setting 3 ASD/NB at Bridgewater, effective 8/24/2023.
35. Nancy Meyers, Child Nutrition at the Middle School, add EA Bus EA ESY for up to 5 hours/day with the District, effective 6/28/2023-8/3/2023.
36. Beth Momberg, Special Ed EA PCA at the NCEC, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
37. Amanda Morelan, Special Ed EA PCA at the Middle School, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
38. Michelle Oaxaca, Community School Site Leader at Greenvale Park, add TS Summer Site Assistant for up to 6 hours/day M-TH at Bridgewater, effective 6/14/2023-8/11/2023. Step 4-\$15.91/hr.
39. Ulrika Peterson, EA for 6 hrs/day at Spring Creek, change to EA for 7 hrs/day at Spring Creek, effective 9/5/2023.
40. Andrea Redder, EA at the NCEC, add EarlyVentures Assistant Teacher for up to 40 hours/week at the NCEC, effective 6/12/2023-8/25/2023. Step 4-\$18.25/hr.
41. Jessica Rushton, Special Ed EA PCA with Portage, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
42. John Sand, Teacher at the High School, add Assistant Girls Basketball Coach at the High School, effective 11/13/2023. Step 10 \$5,078
43. Deborah Seitz, Special Ed Teacher at the Middle School, add Special Ed Teacher, ESY for up to 4 hours/day with the District, effective 6/28/2023-8/10/2023.
44. Joshua Storm, 1.0 FTE Health/Phy Ed Teacher at the High School, change to .80 High School and .20 ALC, effective 8/22/2023.
45. Rebecca Stoufis, Special Ed Teacher at the High School, add Substitute Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
46. Alicia Veltri, Special Ed Teacher at Greenvale Park, add Special Ed Teacher, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
47. Winston Vermilyea, WSI with Community Ed Recreation, add Summer Instructor Assistant at step 6-\$15.25/hr., and Summer Lifeguard at Step 6-\$15.25/hr. with Community Ed Recreation, effective 6/5/2023-8/31/2023.
48. Katrina Warner, Special Ed EA PCA at Bridgewater, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
49. Jessica Weber, Special Ed Teacher at the High School, change to Special Ed Teacher at Bridgewater, effective 8/24/2023.
50. Danielle Amundson, Elementary Teacher at Greenvale Park, add Gen Ed Teacher Mentor at Greenvale Park, effective 8/22/2023-6/6/2024. \$750 Stipend
51. Sybil Betsinger, School Social Worker for the 2022-2023 school year only at the NCEC, change to .50 School Social Worker for the 2023-2024 school year at the NCEC, effective 7/1/2023-6/30/2024.

52. Paula Baragary, Elementary Teacher at Spring Creek, add Gen Ed Teacher Mentor at Spring Creek, effective 8/22/2023-6/6/2024. \$750 Stipend
53. Jill Bohlen, Special Ed EA PCA at Greenvale Park, add Special Ed EA PCA, ESY for up to 3.5 hours/day with the District, effective 6/28/2023-8/3/2023.
54. Jan Ensrud, Teacher at the Middle School, add Gen Ed Teacher Mentor at the Middle School, effective 8/22/2023-6/9/2024. \$750 Stipend
55. Sarah Swan McDonald, Teacher at the High School, add Gen Ed Teacher Mentor at the High School, effective 8/22/2023-6/6/2024. \$750 Stipend
56. Lahna Tran, Elementary Teacher at Bridgewater, add Gen Ed Teacher Mentor at Bridgewater, effective 8/22/2023-6/6/2024. \$750 Stipend

iii. Leave of Absence

1. n/a

iv. Retirements/Resignations/Terminations

1. Correction: Katie Bauer, Administrative Support Assistant at the ALC, resignation effective 8/1/2023.
2. Elizabeth Brewer, TS Summer Site Assistant, declined position effective 6/6/2023.
3. Danielle Crase, Co-Junior senior class advisor, resignation effective 6/9/2023.
4. Anna Edwards, Special Ed EA at Spring Creek, resignation effective 6/9/2023. Will continue as a substitute.
5. Kelle Edwards, Co-Junior senior class advisor, resignation effective 6/9/2023.
6. Kyle Fearing, Health Teacher at the Middle School, resignation effective at the end of the 2022-2023 school year.
7. Jackie Groth, Special Ed EA at Bridgewater, resignation effective at the end of the 2022-2023 school year. Will continue in a different position in the District.
8. Shari Malecha, Child Nutrition Manager at the Middle School, resignation effective 6/9/2023. Will continue in a different position in the District.
9. Kelly Piker, Volleyball Coach at the High School, resignation effective 5/26/2023.
10. Michael Sherman, Special Ed Teacher at the Middle School, resignation effective at the end of the 2022-2023 school year.
11. Steve Taggart, Technology and Engineering Teacher at the High School, resignation effective at the end of the 2022-2023 school year.
12. Correction: Katie Bauer, Administrative Support Assistant at the ALC, resignation effective 7/28/2023.
13. Kyle Fearing, Basketball Coach at the High School, resignation effective 6/9/2023.

8. Items for Individual Action

- a. Policy Committee Recommendation. On a motion by Coleman, seconded by Miller, the board unanimously approved updates to the procedures for Policy 516 Student Medication.

9. Items for Information

- a. End-of-Year Enrollment Report. Superintendent Hillmann reviewed the end-of-year enrollment report.

10. Future Meetings

- a. Monday, July 10, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, August 14, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, August 28, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Quinnell, seconded by Nelson, the board unanimously approved to adjourn at 7:19 p.m.



Amy Goerwitz  
School Board Clerk