

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

October 23, 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 6:01 p.m. Present: Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. 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 Goerwitz, the board unanimously approved the agenda.

3. Public Comment

There was no public comment.

4. Announcements and Recognitions

- Athletics Update:
 - ❖ Boys Soccer is heading to the state tournament! They will play Orono in Eden Prairie on Tuesday night.
 - ❖ Girls Swim & Dive will compete in True Team Swimming and Diving this weekend at the University of Minnesota.
 - ❖ Girls Cross Country swept the Big 9 meet and enter the section meet next week primed for a spot in the state tournament.
 - ❖ Boys Cross Country took second place at the Big 9 meet and also will enter the section meet next week ready to compete for a spot at the state tournament.
 - ❖ Volleyball will hold their first section meet on Friday night.
- Growing Up Healthy's Early Childhood Navigator team received the 2023 Commissioner's Circle of Excellence Award from Minnesota Department of Human Services (DHS) Commissioner Jodi Harpstead.
- Northfield's ACT scores continue to improve and we had the best scores we've had since 2018-19. Our average ACT score for the class of 2023 was 22.5 and beat the state average of 20.8 and the national average of 19.5.
- Agriculture education continues its return to Northfield High School. The response has been outstanding and this is for grades 7 through 12. The FFA program has also been reinstated at NHS.

5. Items for Discussion and Reports

- a. Proposed 2024-2025 School Year Calendar. Superintendent Hillmann presented a proposed 2024-2025 school year calendar that was developed in consultation with the Meet and Confer committee. The calendar will be an item for individual action at the Nov. 27 board meeting.
- b. Request to Hire Additional English Learner Instructional Support at Northfield Middle School. Director of Instructional Services Hope Langston presented a proposal to hire additional English Learner instructional support. We are considering two service options for required middle school EL services.

Option 1: Hire a seven (7) hour per day English Learner (EL) Educational Assistant for the remainder of the 2023-24 school year Northfield Middle School to support core instructional needs for Level 1 and RAEL students. This additional support will allow us to provide the appropriate service minutes for our middle school EL students. This option, with the addition of the St Dominic students, will result in a larger Hour 7 newcomer class and a mismatch between the middle school core content support being offered on opposite days at that time. The needs of the St Dominic students are different because they do not have the same content courses as our middle school students. The estimated maximum cost of salary and benefits for a 7.0 hour/day Educational Assistant is \$54,701. This projection assumes a start date of November 20 and family health and dental. The transportation cost for the St Dominic students will be \$10,620 for a total Option 1 cost of \$65,321.

Option 2: Hire a seven (7) hour per day English Learner (EL) Educational Assistant for the remainder of the 2023-24 school year for Northfield Middle School and a .2 EL teacher to serve the RAEL students at St Dominics to eliminate transportation costs and maintain our student teacher ratio at the middle school. The

estimated cost of salary and benefits is \$54,701 for a 7.0 hour/day Educational Assistant and \$22,000 for a .2 teacher FTE, for a total cost of \$76,701. This projection assumes a start date of November 20 and family health and dental. The board will be an item for individual action at the next board meeting.

- c. Northfield High School Facility Bond Referendum Decision Timeline. Dr. Hillmann proposed a Northfield High School facility improvement bond referendum timeline for the board's consideration. The timeline includes a potential bond referendum election in November 2024.
- d. Grant Writing Contract With Healthy Community Initiative (HCI). Superintendent Hillmann reviewed the contract with HCI for the equivalent of 0.50 FTE grant writing services. The board will be asked to approve this contract at the next board meeting.

6. Committee Reports

There were no committee reports.

7. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on October 9, 2023.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Overnight Field Trip. Cheryl Mathison and Eric McDonald requested board approval to take seven Alternative Learning Center students on the ALC's overnight trip to the Boundary Waters Canoe Area, June 10 -14, 2024.
- d. Personnel Items
 - i. Appointments
 1. Karen Anderson, Lifeguard with Community Education Recreation, beginning 10/14/2023-5/31/2024. Step 6-\$15.25/hr.
 2. Ruby Modory, Site Supervisor with Community Education Recreation, beginning 10/23/2023-5/31/2024. Step 1-\$15.00/hr.
 3. David Deml, 1.0 FTE Journeyman Electrician with Building and Grounds, beginning 11/6/2023. Journeyman Electrician \$36.50/hr.
 4. Molly Gleason, Assistant Girls Cross Country Coach at the High School, beginning 10/23/2023-11/4/2023. 50 % stipend.
 5. Jennifer Klaers, .08 FTE Title I Elementary Teacher (3 hours/week) at St. Dominics, beginning 10/23/2023. MA, Step 5.
 6. Kristin Knutson, Building Supervisor with Community Education, beginning 11/1/2023. \$18.39/hr.
 7. Mallory Nystuen, Special Ed EA PCA for 6.75 hours/day at Bridgewater, beginning 10/23/2023. \$18.05/hr + \$2.00/hr longevity + prorated PCA Stipend.
 8. Jordan Pechacek, .5 Assistant Dance Team Coach at the High School, beginning 10/23/2023. \$2,285 stipend.
 9. Diana Perez Guzman, Community School Club Leader for 10 hours/week at Greenvale Park, beginning 10/23/2023-5/18/2024. \$24.30/hr.
 - ii. Increase/Decrease/Change in Assignment
 1. N/A, Delivery Driver/Auxiliary Custodian Position with the District, change to Delivery Driver/Assistant Grounds Keeper with the District, effective 10/23/2023.
 2. Tracy Closson, Buildings and Grounds Coordinator with the District, add Summit Ski Instructor, \$100/participant and Ski Club Chaperone, \$250 stipend, with Community Education Recreation, effective 10/11/2023-5/31/2024.
 3. Mary Czech, Payroll Specialist at the District Office \$24.21/hr., change to Payroll Lead at the District Office \$32.69/hr. (full salary \$68,000/yr.), effective 10/10/2023.
 4. Emily Grote, HR Generalist at the District Office \$24.21/hr., change to Benefits Lead at the District Office \$32.69/hr. (full salary \$68,000/yr.), effective 10/23/2023.
 5. Jon Paulson, Event Worker with the District, add Ski and Snowboard Club Chaperone, \$500 stipend, with Community Education Recreation, effective 10/10/2023-5/31/2024.
 6. Melissa Reed, School Psychologist 1.0/Spring Creek, change to School Psychologist .8/Spring Creek and .2/ALC, effective 9/5/2023.
 7. Kristen Cade, Kindergarten Teacher at Bridgewater, add Community School Teacher for up to 10 hours/week at Bridgewater, effective 10/23/2023-5/17/2024. \$40/hour.
 8. Carrie Duba, Instructional Coach with the District, add a 1/5th overload for Data Integration with the District, effective 9/5/2023-6/30/2024.

9. Emma Hoelscher, Site Assistant with Community School, add Community School Club Leader for up to 10 hours/week (total hours between 2 positions) at Bridgewater, effective 10/10/2023-5/18/2024. \$24.30/hr.
 10. William Skemp, Instructor Lead with Community Ed Recreation, add Official with Community Ed Recreation, effective 11/5/2023-5/31/2023. \$30/game.
 11. Karrie Vogel, EA at Spring Creek, add Building Supervisor with Community Education, effective 10/27/2023. \$18.39/hr.
- iii. Leave of Absence
 1. Teresa Hasse, Special Education EA/PCA at Spring Creek, medical leave of absence beginning 10/2/2023 through 11/6/2023.
 2. Marianne Moser, Enrichment Coordinator with Community Services, FMLA Leave of Absence beginning 1/9/2024-approximately 2/9/2024.
 - iv. Retirements/Resignations/Terminations
 1. Samantha Becker, JV Softball Coach at the High School, resignation effective 10/16/2023.
 2. Chad Claybaugh, Cross Country Coach at the High School, resignation effective 10/9/2023.
 3. Mackenzie Closson, Assistant Alpine Coach at the High School, resignation effective 10/6/2023.
 4. Stacey Longwich, Assistant Softball Coach at the High School, resignation effective 10/6/2023.
 5. Bob Pagel, Full-Time Substitute with the District, resignation effective 10/15/2023.
 6. Ellen Trotman, Track Coach at the Middle School, resignation effective 10/12/2023.
8. Items for Individual Action
 - a. Northfield High School Facility Community Survey. On a motion by Miller, seconded by Stratmoen, the board approved by roll call, the proposal for the Northfield High School Facility Community Survey from Morris Leatherman. The survey would be conducted in January 2024 and use a random stratified sampling method. It will provide the board with data about the public's perception of various approaches to address Northfield High School's facility needs and the associated increased property taxes. The cost to administer the survey is \$23,500. Voting "yes" was Butler, Goerwitz, Gonzalez-George, Miller and Stratmoen. Voting "no" was Nelson and Quinnell.
 - b. Policy Committee Recommendations. On a motion by Nelson, seconded by Miller, the board approved the policy committee's recommended updates to policies 206, 208 and 209 as presented at the last board meeting.
 9. Items for Information
 - a. World's Best Workforce Presentation and Public Hearing. Hope Langston, Director of Instructional Services, will summarize the 2023-2024 World's Best Workforce Plan at the public hearing scheduled at 5:15 p.m. on Monday, Nov. 13. This public hearing will precede the regular school board meeting scheduled on Monday, Nov. 13 at 6:00 p.m.
 10. Future Meetings
 - a. Monday, November 13, 2023, 5:15 p.m., World's Best Workforce, Northfield DO Boardroom
 - b. Monday, November 13, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - c. Monday, November 27, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - d. Monday, December 11, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 11. Adjournment

On a motion by Goerwitz, seconded by Nelson, the board unanimously approved to adjourn at 7:23 p.m.



Amy Goerwitz
School Board Clerk