

# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

November 27, 2023

District Office Boardroom

Board Member Amy Goerwitz participated remotely from Chiang Mai Vegan Resort, 9 Thapae Soi 5, Thapae Road, Chang Moi Sub-district, Chiang Mai, Thailand, 50100

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 6:03 p.m. Board member attendance was taken. Present: Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. Absent: Butler. 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 Stratmoen, the board unanimously approved the agenda by roll call. Voting 'yes' was Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.

3. Public Comment

There were no public comments.

4. Announcements and Recognitions

There were no announcements or recognitions.

5. Items for Discussion and Reports

- a. FY2023 Audit Results and Presentation. Craig Popenhagen with CliftonLarsonAllen, LLP, presented the results of the 2022-23 fiscal year audit. His comments focused on the executive audit summary. The auditors issued an unmodified opinion on financial statements with no comments, and issued what is known as a "clean" audit report with no findings in the internal controls, financial reporting, or preparation of the audit papers. The board commended Director Mertesdorf and the finance office staff for their excellent work.
- b. Policy Committee Recommendation. Dr. Hillmann presented the policy committee's recommendation to adopt policy 207. This will be an item for individual action at the next board meeting.
- c. Superintendent Focus Areas Quarterly Report. Superintendent Hillmann presented a quarterly progress report on the superintendent's 2023-24 focus areas.
- d. Potential 2024 Northfield High School Bond Referendum Update. Superintendent Hillmann reviewed the Nov. 16 work session, the timeline, and the next steps in the decision-making process. Director of Buildings & Grounds Justin Raabolle attended the meeting and answered questions regarding the HVAC systems at the high school.

6. Committee Reports

Board members provided updates on the following committees: Cannon Valley Special Education Cooperative (CVSEC), Northfield Branding Committee, District Youth Council (DYC), Communications, Equity Advocacy, and the Policy Committee.

7. Consent Agenda

On a motion by Nelson, seconded by Stratmoen, the board unanimously approved the consent agenda items by roll call. Voting 'yes' was Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.

- a. Minutes. Minutes of the Public Hearing held on November 13, 2023, and Minutes of the Regular School Board meeting held on November 13, 2023.
- b. Gift Agreements. Gift agreements to be approved were attached.
- c. Overnight Field Trip. Activities Director John Mahal and Coach Craig Cardinal requested board approval to take the high school nordic ski team on an extended overnight field trip Dec. 27-29, 2023.

d. Personnel Items

i. Appointments

1. Blake Christensen, Building Supervisor with Community Education, beginning 11/22/2023. \$18.39/hr.
2. Ben Kromschroeder, 1.0 FTE Delivery Driver/Assistant Grounds Keeper at the District Shop, beginning 12/11/2023. \$21.45/hr.
3. Shannon Schulz, Building Supervisor with Community Education, beginning 11/22/2023. \$18.39/hr.
4. Jeffrey Anderson, Event Worker at the High School, beginning 11/30/2023. \$45/\$77/event(s).
5. Kari Engle, 1.0 FTE Office Specialist Class III at Greenvale Park, beginning 12/8/2023. Class III, step 2 - \$22.21/hour.
6. Natalie Morales, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 11/30/2023. \$20.84/hr.

ii. Increase/Decrease/Change in Assignment

1. Correction: Robert Coleman, Gen Ed EA for 2.25 hours/day at Spring Creek, add Gen Ed EA Supervisory for 1.75 hours/day at Spring Creek, effective 10/30/2023-6/6/2024.
2. Chris Riazzi, Teacher at the ALC, add MSYC Teacher for up to 2 hours/day Mon.-Thurs. at the Middle School, effective 11/27/2023-5/16/2024. \$40.00/hr.
3. Mallory Nystuen, Special Ed EA PCA at Bridgewater, change to Special Ed EA PCA at Spring Creek, effective 11/27/2023.
4. Christina Smith Lee, Special Ed EA PCA for 3.375 hours/day at the High School, change to Special Ed EA PCA for 6.75 hours/day at Bridgewater, effective 1/2/2024.

iii. Leave of Absence

1. Heather Olivier, Orchestra Teacher at the Middle School. FMLA Leave of absence beginning on 11/7/2023 - approximately 11/15/2023.
2. Sarah Bloom, Grade 6 Teacher at the Middle School, FMLA leave of absence beginning 11/20/2023-TBD.
3. Mara Hessian, Special Ed EA at Bridgewater, FMLA leave of absence beginning 11/27/2023 and continue for up to 60 work days.

iv. Retirements/Resignations/Terminations

1. Elizabeth Acheson, Track and Field Coach at the High School, resignation effective 11/21/2023.
2. Sean O'Brien, Track and Field Coach at the High School, resignation effective 11/21/2023.

- e. Grant Application. Director of Instructional Services Hope Langston and Superintendent Matt Hillmann requested school board approval for \$100,000 from the Ciresi Walburn Foundation for a TNTP Partnership to Strengthen Tier I Instruction grant from 02.01.2024 - 06.30.2025. We will engage in a one year partnership with TNTP to support our district as we enhance and extend staff knowledge and competencies related to Tier 1 classroom instruction for the purpose of reducing the number of students needing intervention and/or special education services.

8. Items for Individual Action

- a. FY2023 Audit. On a motion by Miller, seconded by Nelson, the board unanimously approved by roll call the 2022-2023 audit report as presented. Voting 'yes' was Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.
- b. Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours During Which the Polling Places Will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election. On a motion by Miller, seconded by Goerwitz, the board approved by roll call the Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours During Which the Polling Places Will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election. Voting 'yes' was Goerwitz, Gonzalez-George, Miller, and Stratmoen. Voting 'no' was Nelson and Quinnell.

9. Items for Information

- a. School Board Training. Katie Klanderud, MSBA's Director of Board Development, will facilitate Phase III training for the school board on Wednesday, Dec. 20 and Thursday, Dec. 21, 5:30 p.m. - 8:30 p.m. in the District Office Boardroom.

10. Future Meetings and Work Sessions

- a. Monday, December 4, 2023, 5:30 p.m., Board Work Session, Northfield High School Media Center
- b. Monday, December 11, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, January 8, 2024, 6:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, Northfield DO Boardroom
- d. Monday, January 22, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the board unanimously approved by roll call to adjourn the regular board meeting at 7:34 p.m. Voting 'yes' was Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.



Amy Goerwitz  
School Board Clerk