

# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

December 11, 2023

District Office Boardroom

Board Member Amy Goerwitz participated remotely from an unrestricted location in Taiwan Taoyuan International Airport.

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

3. Public Comment

There were no public comments.

4. Announcements and Recognitions

- The Northfield High School choirs held the annual Traditions Concert this past weekend at Skinner Memorial Chapel on the campus of Carleton College.
- Superintendent Hillmann presented Board Chair Claudia Gonzalez-George with a certificate honoring her for completing all four phases of MSBA's Leadership Development Program.

5. Items for Discussion and Reports

- a. Truth in Taxation Presentation for the Payable 2024 Property Tax Levy and Fiscal Year 2023-2024 General Fund Budget Revision Followed by Public Comment. The amount of the proposed levy for 2024 is \$21,946,253.35 and represents a 3.84% increase from the prior year. Director of Finance Val Mertesdorf reviewed the levy and recommended revisions to the 2023-24 general fund budget. The General Fund budget revision accounts for legislative impacts, final audited data, settled agreement with the Northfield Education Association and increased health premiums. The public was invited to speak following the truth in taxation presentation. There were no public comments.
- b. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommended updates to policies 203, 441, 507, 902 and 903. This will be an item for individual action at the next board meeting.
- c. Potential 2024 Northfield High School Bond Referendum Update. Superintendent Hillmann reviewed the progress made at the Dec. 4 work session and updated board members on the Dec. 9 tour of Owatonna High School. Sal Bagley, Architect with Wold Architects and Engineers, and Shelby McQuay with Ehlers, Inc. were both available at the meeting to answer questions. We will add a public meeting on Monday, Jan. 29, 2024 and a board work session on Jan. 16, 2024 or Jan. 18, 2024. The target date for a board decision about what questions to place on the Nov 2024 ballot may be moved from Feb. 26, 2024 to March 11, 2024.

6. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on November 27, 2023.
- b. Gift Agreements. Gift agreements to be approved were attached.
- c. Personnel Items
  - i. Appointments
    1. Samuel Dwyer, RRR-Production Coordinator at the High School, beginning 1/2/2024-3/16/2024. \$4,217 stipend.

2. Kristen Johnson, 1.0 FTE Long Term Substitute Special Ed DCD Teacher at Greenvale Park, beginning 12/13/2023-4/1/2024. MA10, Step 10
  3. Nancy Johnson, RRR-Assistant Costumer at the High School, beginning 1/2/2024-3/16/2024. \$1,000 Stipend.
  4. Brent Kivell, RRR-Set Builder at the High School, beginning 1/2/2024-3/16/2024. \$3,000 Stipend.
  5. Tania Legvold, RRR-Lead Costumer at the High School, beginning 1/2/2024-3/16/2024. \$4,000 Stipend.
  6. Rebecca Lorang, .13 FTE English Learner Teacher at St. Dominic, beginning 1/2/2024. MA, Step 2
  7. Craig Wasner, RRR-Band Leader at the High School, beginning 1/2/2024-3/16/2024. \$4,217 stipend.
  8. Bobbie Rae Benson, Speech Judge at the High School, beginning 1/2/2024-4/30/2024. \$77.00/meet/event.
  9. Vanessa Winter, Community School Site Assistant for up to 12 hours/week at Bridgewater, beginning 1/2/2024-5/24/2024. \$14.90/hr.
  10. Community Education Winter Brochure Instructors.
- ii. Increase/Decrease/Change in Assignment
1. Danielle Crase, 1.0 Assistant Girls Golf Coach at the High School, change to .7 Assistant Girls Golf Coach at the High School, effective 3/18/2024.
  2. Doug Davis, .3 Head Boys Swimming/Assistant Boys Swimming Diving at the High School, change to .2 Head Boys Swimming/Assistant Boys Swimming Diving at the High School, effective 11/27/2023.
  3. Sean Finger, Assistant Boys Basketball Coach (paid by booster club) at the High School, change to 9th Grade Boys Basketball Coach at the High School, effective 11/20/2023.
  4. Seth Hansen, KV Site Assistant for 28.5 hours/week at Greenvale Park, change to KV Substitute, effective 12/1/2023.
  5. Heather Kuehl, English Teacher at the Middle School, add Homebound Instructor at the Middle School, effective 12/4/2023-6/6/2024.
  3. Mallory Nystuen, Special Ed EA PCA for 6.75 hours/day at Spring Creek, add Supervisory for .25 hours/day at Spring Creek, effective 11/27/2023.
  6. Deb Pack, Special Ed EA PCA and Bus Duty for 7.75 hours/day at the High School, change to Special Ed EA PCA and Bus Duty for 8.92 hours/day at the High School, effective 12/1/2023-6/9/2024.
  7. Brian Porter, .70 Assistant Boys Swimming Coach at the High School, change to .80 Assistant Boys Swimming Coach at the High School, effective 11/27/2023.
  8. Deborah Seitz, Special Ed Teacher at the Middle School, add Homebound Instructor for 5 hours/week with the District, effective 12/4/2023-6/9/2024.
  9. Ella Whitten, Special Ed EA for 6.75 hours/day and Bus Duty for 1.08 hours/day at Greenvale Park, change to Special Ed EA for 6.75 hours/day at Greenvale Park, effective 11/30/2023.
  10. Ella Whitten, Special Ed EA for 6.75 hours/day at Greenvale Park, add Supervision for .50 hours/day at Greenvale Park, effective 12/1/2023.
  11. Pam Charlton, Grade 1 Teacher at Bridgewater, add Community School Teacher for up to 8 hours/week at Bridgewater, effective 12/4/2023-5/18/2024. \$40/hr.
  12. Molly Gleason, 1.0 Assistant Girls Cross Country Coach at the High School, change to .2 Assistant Girls Cross Country Coach at the High School, effective 8/12/2024.
  13. Rebecca Lorang, .13 FTE EL Teacher at St. Dominic, effective 1/2/2024, change start date to 1/4/2024.
- iii. Leave of Absence
1. Katie Hanson, Special Ed Teacher at the Middle School, FMLA leave of absence beginning 12/4/2023 and continue on an intermittent basis for up to 60 work days.
  2. Amanda Feldmann, Grade 2 Teacher at Greenvale Park, FMLA leave of absence beginning on or about 4/22/2024 and continue through the end of the 2023-2024 school year.
  3. Krista Sorenson, General Education EA at Spring Creek, medical leave of absence beginning 12/4/2023 and extending through 12/21/2023.
- iv. Retirements/Resignations/Terminations
1. n/a
- v. Seniority Lists
- The board was requested to approve the 2023-2024 Principal/Assistant Principals Seniority List and the 2023-2024 Teacher Seniority List.

7. Items for Individual Action

- a. Proposed 2024-2025 School Year Calendar. Superintendent Hillmann presented the proposed 2024-2025 school year calendar at the October 23, 2023 board meeting. This proposed calendar includes a modification to shift eight hours of time from the pre-service work week in August to be used for scheduled evening parent-teacher conferences during the 2024-25 school year. On a motion by Nelson, seconded by Miller, the board unanimously approved by roll call the proposed 2024-2025 school year calendar with the updates presented. Voting 'yes' was Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.
- b. Policy Recommendation. On a motion by Butler, seconded by Miller, the board unanimously adopted by roll call policy 207 as presented. Voting 'yes' was Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.
- c. Certify Final 2023 Payable 2024 Tax Levy. On a motion by Nelson, seconded by Miller, the board unanimously certified to County Auditors the 2023 Payable 2024 Final Certified Levy Limitation and Certification Report in the amount of \$21,946,253.35 which represents a 3.84% increase from the prior year. Voting 'yes' was Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.
- d. Fiscal Year 2023-2024 General Fund Budget Revision. On a motion by Miller, seconded by Butler, the board unanimously approved by roll call the revised 2023-24 general fund budget of revenues of \$62,956,616 and expenditures of \$62,170,588. Voting 'yes' was Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.
- e. Approval of Bid for District iPad Purchase. On a motion by Miller, seconded by Nelson, the board was asked to approve the purchase of the district's iPads as recommended by Director Knutson and Director Mertesdorf. After an amendment, a motion by Miller, seconded by Nelson, the board unanimously approved by roll call the sale of approximately 3,800 6th generation district-owned iPads to Electronics Deals, Inc. at a guaranteed price of \$363,090.00. Voting 'yes' was Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.

8. Items for Information

- a. Enrollment Report. Superintendent Hillmann reviewed the December 2023 enrollment report.

9. Future Meetings and Training

- a. Wednesday & Thursday, December 20 & 21, 2023, 5:30 p.m., MSBA Phase III Training
- b. Monday, January 8, 2024, 6:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, Northfield DO Boardroom
- c. Monday, January 22, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the board unanimously approved by roll call to adjourn the regular board meeting at 7:20 p.m. Voting 'yes' was Butler, Goerwitz, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. No one voted 'no'.



Amy Goerwitz  
School Board Clerk