

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

December 12, 2022
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: Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard and Quinnell. Absent: Stratmoen. 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 Butler, the board unanimously approved the agenda.

3. Public Comment

There were four public comments.

4. Announcements and Recognitions

- The board recognized Governor Tim Walz's proclamation citing December 5-11, 2022 as Inclusive Schools Week.
- Julie Pritchard and Tom Baraniak were both recognized for their service to the district as school board members. Both members' terms expire at the end of this calendar year.

5. Items for Discussion and Reports

- a. Truth in Taxation Presentation for the Payable 2023 Property Tax Levy and Fiscal Year 2022-2023 General Fund Budget Revision Followed by Public Comment. The amount of the proposed levy for 2023 is \$21,135,540.24 and represents a 5.63% increase from the prior year. Director of Finance Val Mertesdorf reviewed the levy and recommended revisions to the 2022-23 general fund budget. The major factors contributing to these changes include the final audited data from FY22, coronavirus relief funding, enrollment data, and increased health insurance premiums. The public was invited to speak following the truth in taxation presentation. There were public comments.
- b. Superintendent Operations & Strategic Plan Update. Dr. Hillmann provided an update about district operations and examples of work underway to achieve the district's vision, strategic commitments, and benchmarks. We have launched the district's strategic plan dashboard on our website and initiated a career technical education task force. Superintendent Hillmann shared that Minnesota's Management and Budget office projects a budget surplus of \$17.6 billion.

On a motion by Gonzalez-George, seconded by Goerwitz, the board took a ten minute recess beginning at 7:25 p.m. The meeting reconvened at 7:35 p.m.

6. Consent Agenda

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

a. Minutes

- Minutes of the Regular School Board meeting held on November 28, 2022

b. Personnel Items

i. Appointments

1. Grace Christopher, Community School Club Leader for 10 hours/week Tuesdays and Fridays at Greenvale Park, beginning 12/30/2022-5/26/2023; \$23.65/hr.
2. Jade Fransen, 1.0 FTE Long Term Substitute English/Language Arts Teacher at the Middle School, beginning on or about 12/24/2022-2/10/2023. BA, Step 3.

3. Magdalena Higgins, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park, beginning 12/5/2022. Step 1-\$14.50/hr.
 4. Ashley Hyde, Special Ed EA PCA for 6.75 hours/day at the High School, beginning 12/12/2022-6/9/2023. Step 4-\$17.70/hr. + prorated PCA stipend.
 5. Mark Kieke, Event Worker at the High School, beginning 12/19/2022.
 6. Annaleah Ponder, Community School After School Site Assistant for 2 hours/day Mon.-Thurs. at Greenvale Park, beginning 12/19/2022-2/10/2023. Step 2-\$14.88/hr.
 7. Claudia Rodriguez, EL EA for 6.5 hours/day at the Middle/High School, beginning 12/13/2022-6/9/2023. Step 4-\$17.70/hr.
 8. Samantha Becker, 1.0 FTE Technology Specialist District Wide, beginning 12/19/2022; \$63,104-prorated for FY23 Step 1.
 9. Izzy Charlton, Speech Judge at the High School, beginning 2/4/2023. \$77/meet.
 10. Jasper Egge, Speech Judge at the High School, beginning 12/15/2022. \$77/meet.
 11. Correction: Oscar Marquez, 1.0 FTE Custodian at Bridgewater, beginning 12/19/2022. Step 5-\$20.75/hr.
 12. Kevin O'Brien, Master Swim Club Coach M, W, F with Community Ed Recreation, beginning 1/3/2023-8/31/2023. \$90/hr.
 13. Lia Pak, Speech Judge at the High School, beginning 2/4/2023. \$77/meet.
 14. Annaleah Ponder, Community School After School Site Assistant for 3 hours/day Mon.-Thurs. at Greenvale Park, beginning 12/19/2022-2/10/2023. Step 2-\$14.88/hr.
 15. Mary Tatge, Master Swim Club Coach M, W, F with Community Ed Recreation, beginning 1/3/2023-8/31/2023. \$90/hr.
- ii. Increase/Decrease/Change in Assignment
1. Paula Baragary, Teacher at Spring Creek, add Community School Teacher at Spring Creek, effective 11/30/2022-5/26/2023. Yr. 1-\$27.11/hr.
 2. Daniel Foley, 4th Grade LTS for Ann Hehr through 12/09/2022 at Spring Creek, change to 4th Grade LTS for Ann Hehr through 12/22/2022 at Spring Creek, effective 12/12/2022-12/22/2022.
 3. Heather Kuehl, Teacher at the Middle School, add MSYC Teacher at the Middle School, effective 11/28/2022-5/26/2023. Yr. 3-\$27.11/hr.
 4. Brenda Lau Toilolo, CNAI at the High School, change to Child Nutrition Substitute with the District, effective 12/12/2022.
 5. Correction: Lorena (Karen) Rodriguez Rosas, .50 FTE Office Specialist at the MS/HS and .50 FTE Community School Site Leader at Bridgewater, change to .45 FTE Community School Coordinator at Bridgewater and .50 FTE Office Specialist at the MS/HS, effective 12/5/2022-6/9/2023.
 6. Karl Stromley, 1.0 FTE Long Term Substitute Health/Phy Ed Teacher at the High School from 8/23/2022-1/24/2023, add 92 days with a change of the end date to be 6/9/2023.
 7. Todd Thompson, Football at the Middle School, add Event Worker at the High School, effective 12/6/2022.
 8. Ellie Warren, Parking/Security EA for 8 hours/day at the High School, change to Parking/Security EA for 7.5 hours/day at the High School, effective 9/6/2022-6/9/2023.
 9. Carly Amys-Roe, Gen Ed EA for 6.50 hours/day at Bridgewater, change to Gen Ed EA for 7.0 hours/day at Bridgewater, effective 9/6/2022.
 10. Kevin O'Brien, Master Swim Club Coach with Community Ed Recreation, add Building Supervisor with Community Ed Recreation effective 12/9/2022-6/30/2023.
 11. Mary Tatge, Master Swim Club Coach with Community Ed Recreation, add Building Supervisor with Community Ed Recreation effective 12/9/2022-6/30/2023.
- iii. Leave of Absence
1. Andria Cornell, Preschool Teacher at the NCEC, Family/Medical Leave beginning 11/21/2022 and continuing for up to 60 work days.
 2. Ann Hehr, Teacher at Spring Creek Elementary, extending Family/Medical Leave through 12/22/2022.
 3. Kelli Rehbein, EarlyVentures Teacher, updated FMLA leave of absence will return on 1/18/2023.
 4. Charlie Alvarez, Teacher at Greenvale Park, Family/Medical Leave of Absence beginning on or about 12/30/2022 and continue for 23 work days.
 5. Whitney Docken, Speech/Language Pathologist at Greenvale Park Elementary, Family/Medical Leave of Absence beginning on or about 4/24/2023 through the end of the 2022-2023 school year.
 6. Andrea Nelson-Walker, Benefits/Payroll Specialist at the District Office, Family/Medical Leave of Absence beginning 12/14/2022-approximately 1/2/2023.
 7. Shelley Stulken, 5th grade teacher at Spring Creek Elementary School, Family/Medical Leave of Absence, beginning on 12/4/2022 and continuing on an intermittent basis for up to 60 work days.
- iv. Retirements/Resignations/Terminations
1. Brenda Lau Toilolo, CNAI at the High School, resignation effective 12/12/2022.
 2. Kai Richardson, EA at Bridgewater, resignation effective 12/9/2022.

3. Ashley Hyde, EA at the High School, not able to accept the position effective 12/12/2022.
 4. Jed McGuire, 9th Grade Baseball Coach at the High School, resignation effective 12/9/2022.
 5. Alyssa Parsons, Spec Ed EA at the High School, resignation effective 12/22/2022.
- v. Seniority Lists
The board is requested to approve the 2022-2023 Principal/Assistant Principals Seniority List and the 2022-2023 Teacher Seniority List.

c. Gift Agreement

- \$1,264.68 from Northfield Booster Club, Inc. for flowers, food and plaques for Hall of Fame ceremony

7. Items for Individual Action

- a. Northfield High School Facility Improvement Plan. On motion by Pritchard, seconded by Butler, the board moved to direct administration to prepare a three question bond referenda that would address the needs of the high school in order of priority.
Question 1: \$40 million 25-year bond for infrastructure maintenance to the high school. Prioritizing the most pressing needs of the facility reflects good stewardship, and would include functional updates to HVAC systems, windows and lighting This question, if approved, would be tax neutral for district taxpayers.
Question 2: \$20 million 25-year bond to update the academic and other spaces in the high school. Renovations could include improvements to modernize career and technical education spaces, science labs, regular and special education classrooms, and could also include renovation of the cafeteria and other common spaces. Passage of this question would require passage of question number one.
Question 3: \$17-18.7 million 25-year bond for a fieldhouse and to cover the costs of the storm shelter. The fieldhouse would provide increased space for physical education classes as well as areas that can be utilized by the district's broader community. Passage of this question would require passage of both question number one and question number two.
Chair Gonzalez-George requested a roll call vote. Voting 'yes' by roll call was Butler, Gonzalez-George and Pritchard. Voting 'no' was Baraniak, Goerwitz and Quinnell. Absent: Stratmoen. Due to the tie vote, the motion directing administration to prepare a three question bond referenda that would address the needs of the high school in order of priority did not pass.
- b. Northfield High School Facility Election Timeline. The board was requested to identify the election date for the district to present the high school facility plan to voters, if the plan was approved. The high school facility plan was not approved by the board and therefore, the board did not vote on an election timeline.
- c. Dissolution of Girls Swim/Dive Cooperative Sponsorship On a motion by Pritchard, seconded by Quinnell, the board unanimously approved the dissolution of the girls swim/dive cooperative sponsorship with Randolph Independent School District 195 beginning with the 2023-2024 school year. The governing boards of each participating school must jointly make an application for dissolution of cooperative sponsorship to the Minnesota State High School League.
- d. Policy Recommendations. On a motion by Baraniak, seconded by Goerwitz, the board unanimously approved the policy committee's recommended updates to policies 603, 652.1, 652, updates to the procedures for policy 652.1, and to sunset policy 651 as presented.
- e. LMR Media Contract. On a motion by Butler, seconded by Goerwitz, the board unanimously approved the contract with LMR Media related to sponsorship of district facilities and equipment through June 30, 2023.
- f. Certify Final 2022 Payable 2023 Tax Levy. On a motion by Goerwitz, seconded by Butler, the board unanimously certified to County Auditors the 2022 Payable 2023 Final Certified Levy Limitation and Certification Report in the amount of \$21,135,540.24 which represents a 5.63% increase from the prior year.
- g. Fiscal Year 2022-2023 General Fund Budget Revision. On a motion by Baraniak, seconded by Pritchard, the board unanimously approved the revised 2022-23 general fund budget of revenues of \$59,786,188 and expenditures of \$61,618,792.

- h. Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence. On a motion by Pritchard, seconded by Butler, the board approved by roll call vote, the Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence effective December 12, 2022. School board member Noel Stratmoen has provided notification of his inability to serve as a member of the school board and attend meetings due to illness effective on December 9, 2022.

WHEREAS, pursuant Minnesota Statute 123B.09, subd. 4, a vacancy caused by a member being unable to serve on such the school board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district, may, after the school board has by resolution declared such vacancy to exist, be filled by the board at any regular or special meeting thereof for the remainder of the unexpired term, or until such ill or absent member is again able to resume duties as a member of such board, whichever date is earliest. It is the intent of this board to fill this vacancy and appoint a school board member at the January 9, 2023 school board meeting.

Voting 'yes' by roll call was Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard and Quinnell. No one voted 'no'. Absent: Stratmoen.

8. Items for Information

- a. Enrollment Report. Dr. Hillmann reviewed the December 2022 enrollment report.
- b. Winter Orchestra Concert. The annual winter orchestra concert is Monday, Dec. 19, beginning at 6:00 p.m. at Northfield Middle School. Board members should have received an invitation and are encouraged to attend.

9. Future Meetings

- a. Thursday, December 22, 5:15 p.m., Special Board Meeting, Northfield DO Boardroom
- b. Monday, January 9, 2023, 6:00 p.m., Organizational Board Meeting followed by the Regular Board Meeting, Northfield DO Boardroom
- c. Monday, January 23, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Goerwitz, seconded by Butler, the board adjourned at 8:22 p.m.

Valori Mertesdorf
Deputy Clerk-Treasurer